

PJ BRC 597



USAID au MALI
AMBASSADE AMERICAINE



B.P. 34 Bamako
(INTERNATIONAL ADDRESS)
USAID/Bamako
B.P. 34
Bamako, Mali

(U.S. MAIL ADDRESS)
USAID/Bamako
Dept. of State
Washington, D.C. 20523

Official File Copy

November 12, 1985

Mr. Jeff Gray
Country Representative
AFRICARE
B.P. 1792
Bamako, Mali

Subject: Cooperative Agreement No. 688-0225-A-00-5065-00

Dear Mr. Gray:

Pursuant to the authority contained in the Foreign Assistance Act of 1961, as amended, the Agency for International Development (hereinafter referred to as "AID") hereby grants AFRICARE (hereby referred to as "Recipient"), the sum of \$183,571 to provide technical assistance to the Training Center for Rural Women Project, 688-0225, located at Duelessebougou, as outlined in Attachment two, "Program Description" and Attachment One, "Schedule."

This Cooperative Agreement is effective and obligation is made as of the date of this letter and shall apply to commitments made by the Recipient in furtherance of program objectives during the period beginning with the effective date and ending September 30, 1986.

This Cooperative Agreement is made to AFRICARE on condition that the funds will be administered in accordance with the terms and conditions as set forth in Attachment One, entitled "Schedule", Attachment Two, entitled "Program Description," and Attachment Three, entitled "Standard Provisions," which have been agreed to by your organization.

Please sign the original and seven copies of this letter to acknowledge your receipt of the Cooperative Agreement, and return the original and six (6) copies to the Agreement Officer listed below.

Sincerely yours,



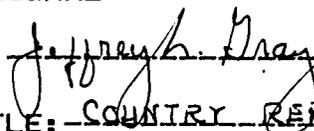
Eugene Chiavaroli, Agreement Officer
Mission Director
USAID/MALI
Bamako, Department of State
Washington, D.C. 20520

Attachments:

1. Schedule
2. Program Description
3. Standard Provisions, dated 2/82 and Alterations dated 7/82
4. proposal from AFRICARE

ACKNOWLEDGED:

AFRICARE

BY: -----

TITLE: COUNTRY REPRESENTATIVE

DATE : NOVEMBER 12, 1985

FISCAL DATA

Appropriation	:	72-11x1012
Budget Plan Code	:	GSHX-80-21688-KG18
Project Number	:	688-0225
Total Estimated Amount	:	\$183,571
Total Obligated Amount	:	\$183,571
IRS Employee ID Number	:	23-7116952
Funding Source	:	USAID/Bamako

SCHEDULEA. PURPOSE

Under this Cooperative Agreement, Africare will assume responsibility for the management of Rural Women's Training Center Project (CFAR) 688-0225 for one year beginning November 1, 1985 through September 30, 1986. The purpose of the extension is to strengthen the capabilities of the Training Center for Rural Women to carry out expanded program activities, consisting of providing refresher courses for the existing women trainees, new instruction to additional population groups, and follow-up extension activities in the field. This extension will also provide data and studies useful for assessing the potential for CFAR to engage in revenue generating activities, as well as, improvements to the existing facilities and new construction.

B. PERIOD OF COOPERATIVE AGREEMENT

The effective date of this Cooperative Agreement is November 1, 1985. The date through which commitments can be made on this Cooperative Agreement is September 30, 1986.

C. AMOUNT OF COOPERATIVE AGREEMENT AND PAYMENT

1. USAID/Mali hereby obligates the amount of \$183,571 for the purposes of this Cooperative Agreement. This represents the total intended award and no further AID funding is anticipated. The AFRICARE contribution in support of this project is \$62,064. It should also be noted that the Government of the Republic of Mali (GRM) has agreed to provide additional employees and additional land for cultivation and construction in support of this project.
2. Payment shall be made to the recipient in accordance with procedures set forth in Attachment 3 - Standard Provision 7 A, entitled "Payment - Federal Reserve Letter of Credit (FRLC) Advance".
3. The total obligated amount column under D, "Financial Plan", represents the total funds authorized to be expended by the Recipient during the period indicated.

Financial reports shall be submitted to the Project Officer listed on the second page of Cooperative Agreement letter. The final SF 269, Financial Status Report shall include an attachment that shows expenditures for the Cooperative Agreement by line item.

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D. FINANCIAL PLAN

The following is the Financial Plan for this Cooperative Agreement. Revisions to this plan shall be made in accordance with Standard Provisions of the Cooperative Agreement, entitled "Revision of Financial Plan".

<u>Cost Element</u>	11/01/85 thru 9/30/86
Salaries.....	\$33,155
Fringe benefits and other Personnel cost	7,309
Travel, housing and relocation....	23,705
Equipment, training.....	76,184
Supplies, construction and studies	42,700
Staff training.....	4,465
Other Direct Costs.....	7,325
Level I Indirect Costs 25.8%.....	19,661
Level II Indirect Costs 12.9%.....	15,336

Total	\$229,840
Exchange Rate Adjustment.....	\$ 15,795

GRAND TOTAL	\$245,635

Budget adjustments: budget line items in this Cooperative Agreement may be adjusted up to fifteen (15) per cent between major categories without prior approval of AID, provided that the total amount of the AID contribution to the Cooperative Agreement shall not exceed \$183,571.

CONTRIBUTION BY DONOR

USAID: \$183,571

Funds will be used for procurement of project equipment and supplies, salaries, travel and lodging, and other direct costs.

AFRICARE: \$62,064

Funds will be used for salaries, travel, lodging, other direct costs, construction and to support a revolving credit fund.

Additional Inputs from the Government of Mali: \$113,100

Malian Technical Staff and additional thirty hectares at the Project Site.

E. PAYMENT

Payment to the Recipient will be made through a Federal Reserve Letter of Credit (FRLC). The recipient will be requested to submit the required signature cards to AID/W, FM/PAD, indicate the commercial bank where payment drawdowns will be made and specify the documentation that will be used in making the drawdown. The FRLC will be administered by AID/W and the USAID Cooperative Agreement Officer will be responsible for forwarding to the Financial Management Program Accounting Division (FM/PAD), as well as other documentation supporting the Federal Reserve Letter of Credit method of financing. All aspects of financing under the FRLC including advances, drawdowns, report expenditures, accounting control procedures will be in accordance with AID Handbook 19, Chapter 3.

F. FINANCIAL MANAGEMENT

Upon signing the Cooperative Agreement AID/W will issue a Federal Reserve Letter of Credit and provide AFRICARE with an initial advance of funds representing the amount required for the first quarter of project costs. AFRICARE/Washington will establish an interest account and, at the end of each quarter, will provide AID with an accounting of actual expenditures, supported by necessary invoices, utilizing AID Form 269/272. The supporting documentation for such billings will be provided by AFRICARE/Mali.

G. REPORTING REQUIREMENTS

AFRICARE will provide quarterly reports to USAID/Mali. Such reports will indicate progress achieved in major categories of activities, problems encountered and prospects for operations over the next quarter. AFRICARE will require regular reporting from the CFAR Directrice and incorporate that material in its regular reports. Financial reports, following the format of AID Form 269 will accompany the narrative reports.

An in-house evaluation will take place approximately six months after the date of this Cooperative Agreement. The Africare representative and the USAID Project Officer will decide what additional studies and surveys should be done in the course of the year and the most appropriate manner for this work to be carried out.

Five copies of all reports shall be delivered in English and French to the USAID/Bamako Project Officer. The title page of all reports forwarded shall include project title, the Cooperative Agreement number, project number, as set forth on the second page of the Cooperative Agreement letter.

H. STANDARD PROVISIONS

The Standard Provisions for Grants with Non Profit Organizations (dated 2/82 and attached as attachment 3) constitutes the Provisions of this Cooperative Agreement. Changes to these provisions dated 7/82 are also attached. When these Standard Provisions are used for Cooperative Agreement, the following terms apply:

"Grantee" means "Recipient",
"Grantee" means "Cooperative Agreement",
"AID Grant Officer" means "AID Agreement Officer",
"Subgrant" means "Subcooperative Agreement", and
"Subgrantee" means "Subrecipient".

I. SPECIAL PROVISIONS

1. Language required is French FSI S-3, R-3 or equivalent.
2. AID Liaison Official shall be the USAID/Bamako Project Officer or the Human Resources Development Officer.
3. The U.S. citizens associated directly with this project, i.e., the Director and Administrative Assistant will have access to the use of the diplomatic pouch for first class letter mail, or as Embassy regulations dictate.
4. The following standard provisions are hereby deleted from this agreement: 5 A. Negotiated Overhead Rates Predetermined; 7 B. Payment Periodic Advances; 7 C. Payment Reimbursement; 10 B. Procurement of Goods and Services over \$250,000.

J. INVOLVEMENT OF USAID/BAMAKO

Substantial involvement by USAID/Bamako in this agreement consists of:

- a) Administrative support needed to process waivers, for procurement of special project commodities (e.g. vehicles, building materials or training equipment etc.) in a timely fashion.
- b) Site visits as frequently as necessary to review program accomplishments and management control systems, and provide technical assistance as may be required.
- c) Review of all quarterly progress reports and approval of work prior to commencement of activities.

- d) Approval of any redirection or basic change in program goals and objectives.
- e) Participation in design, implementation and review of all evaluations and studies.

K. TITLE TO PROPERTY

Title to commodities and vehicles purchased with AID funds provided under this Agreement (688-0225) shall be retained by Africare for the program implementation through the life of the project. Upon completion of the project, Africare may retain title so long as these commodities are used for development work in Mali. In the event that Africare should terminate its presence and active program operations in Mali, or in the event that it should cease using the vehicles and commodities for their intended general purposes, title to them shall be turned over to an appropriate agency of the Government of the Republic of Mali.

L. AUTHORIZED GEOGRAPHIC CODE

The authorized geographic code for commodities purchased under this Cooperative Agreement is 941, except for vehicles. Waivers will be sought as necessary to purchase vehicles and some other commodities. Locally produced commodities are also eligible.

M. MARKING

The AID marking requirement applies to all commodities under this Cooperative Agreement.

N. END USE SURVEY OF AID FINANCED COMMODITIES

AID in conjunction with Africare will conduct, as appropriate, an end use survey of the project commodities.

PROGRAM DESCRIPTION

A. PURPOSE

Under this Cooperative Agreement, Africare will assume responsibility for the Management of Rural Women's Training Center Project (CFAR) 688-0225 for one year beginning November 1, 1985 through September 30, 1986. The purpose of the extension is to strengthen the capabilities of the Training Center for Rural Women to carry out expanded program activities, consisting of providing refresher courses for the existing women trainees, new instruction to additional population groups, and follow-up extension activities in the field. This extension will also provide data and studies useful for assessing the potential for CFAR to engage in revenue generating activities, as well as, improvements to the existing facilities and new construction.

B. TARGET GROUP OF BENEFICIARIES

This project continuation is designed to directly benefit the 505 women to receive on-going training in health, nutrition, mid-wifery, agriculture and functional literacy and numeracy. Additional direct beneficiaries include 246 community and women's group leaders participating in special seminars. The trainees and village representatives will convey the information learned to other village members. Thus, indirectly, the 13,000 families in 72 villages in the district of Quelessebougou will benefit from the project. The project is viewed as a way to give women a more equal opportunity to participate in the process of development, as well as, increase the capacity of Mali's rural women to bring about sustained improvements in the quality of life at the village level.

C. DESCRIPTION OF PROJECT

The purpose of the project is to strengthen the capabilities of the Training Center for Rural Women to carry out expanded program activities, consisting of providing refresher courses for the existing women trainees, new instruction to additional population groups and follow-up extension activities in the field. The intent of the project is to improve the health, productivity and level of literacy of rural women.

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The CFAR project has been designed to provide practical, short term instruction that helps to meet priority development needs. To date, the Center has trained 505 rural women in health, mid-wifery, agriculture and functional literacy. During the next year, the women will be retrained in the subject material that has already been covered. These refresher classes will ensure the retention of the information by the trainees, who are, for the most part illiterate. Also, additional groups of women from the town of Ouelessebouyou will receive preliminary training. A series of follow-up visits will be conducted at the village level to evaluate and instruct the most recent trainees.

In addition to the regular training schedule, the Center plans to hold several special seminars. Consultative committees have been created in each village to serve as a liaison between the villages and the Center. The leaders of these committees will receive a four-day seminar at the Center, explaining the training program and the committee's role in supporting CFAR activities. In addition, leadership sessions will be provided to the leaders of the village women's organizations.

To further support the objectives of increasing women's productive capacities, the Center will seek to establish the management of a revolving credit fund for the provision of time-saving production equipment. It will also be a major concern of the project to research the income generating potential of the project to achieve partial self-sufficiency of recurrent costs. To support this endeavor, data collection and economic studies will be performed to assess the viability of raising a limited amount of crops and livestock, as well as, grain processing services for income generation.

Africare is prepared to assume management responsibility for the project with continued AID financial support. The Center will be consolidated and expanded through September 30, 1986.

D. PROJECT IMPLEMENTATION PLAN

Staff Responsibilities

The project will use eight Malian technical personnel to coordinate and manage the program activities for the one year period. Many of these staff members have been working in their position at the Center for over one year providing continuity within the program. All staff members will be based at the project site in Ouelessebouyou.

The Center is headed by a directrice who supervises the overall center activities and staff and serves as a liaison with GRM services, UNFM and USAID. Under the supervision of Africare, she is responsible for project reporting and administration of financial operations.

The financial functions will be performed by a full-time accountant. His duties will include maintaining an operating fund, preparation of monthly financial reports, managing the credit fund and maintaining records on all income generating activities, payroll and inventories.

A Community Development Technician (TDC) has recently been assigned to the project. The TDC will collect data, conduct research and report on training and income generating activities. He is charged with supervision and coordination of logistics for

on-site construction and building renovations. In addition, he will assist the directrice with project reporting activities.

The agricultural and health instructors will provide technical advise in their respective fields. These staff members are on loan to the Center from the Ministries of Health and Agriculture. Additional personnel are two literacy teachers and a livestock trainer.

The AFRICARE Representative and Administrative Assistant, based in Bamako, will perform administrative backstopping, coordinate logistics, arrange for procurement of project commodities and serve as a liaison between host government officials and the USAID Project Officer. The overall responsibility for receipt and administration of project funds and, for written reports submitted to AID will rest with AFRICARE.

Training Activities

The next year's training program will be equally rigorous to that of the previous years. (See Training Schedules in Appendix D of the proposal). Over the course of the year, nearly all of the village women trained to date will be provided with refresher courses covering material already learned, as well as, new areas of emphasis. Though the primary objective of the retraining will be to consolidate the knowledge and skills acquired, the sessions will also introduce some new practices. The new TDC will assume the major responsibility for the overall management of the training programs, the application of improved wood stoves and the initiation of small projects at the village level. He will also insure the collection of statistics which will demonstrate the impact of training at the village level. The teaching staff will collect data on each of the trainees which will be kept on file to allow the Center to follow more closely the progress that each village makes.

Health-Nutrition-Hygiene, the subjects to be covered are as follows:

- prevention and cure of prevalent diseases
- infant-maternal protection
- importance of vaccinations
- first aid
- oral rehydration
- basic food groups
- prevention of malnutrition
- breast feeding
- introduction of solid food to infants
- water purification/treatment
- proper disposal of sewage and garbage

Mid-wifery session will be given by the doctor of the clinic at Quelessebougou. The topics to be covered are as follows:

- importance of pre-natal consultations
- family planning/spacing
- use of contraceptives
- how to recognize an abnormal delivery/appropriate action

Agriculture/Livestock, the subject areas to be taught are as follows:

- improved gardening and cropping techniques,
- soil enrichment
- purchase of fertilizers
- choice and preparation of plots
- rotation of crops
- anti erosion and reforestation
- recognition and treatment of animal diseases
- proper feeding and care of animals
- breeding techniques

Literacy/Numeracy courses will be taught using the format and materials of the National Directorate for Functional Literacy and Applied Linguistics (DNAFLA). Training will be in basic Bambara reading skills, functional math and calculations, record keeping for medicine, birth data and earned income and expenditures.

Other Activities

The CFAR will also conduct seminars for the Presidents and Treasurers of the village women's groups. Topics covered in the seminars will include: village development objectives, the role of a groups leader, public speaking, management of collective funds and the operations of the UNFM.

CONSTRUCTION

The project will construct an additional classroom building, a new dormitory, three houses for staff members, two toilet facilities, one wide diameter well, and deepen an existing well. All the buildings will be constructed of mud-brick "banco" with corrugated metal roofs, except the sanitary facilities. Cement reinforced banco plaster will be used on all the walls. The floors will be concrete and the ceilings constructed of plywood. The windows and doors will be fabricated in metal. The sanitary facilities will be cement pit latrines with adjoining shower rooms. For this construction, bids will be solicited from three different contractors experienced in banco construction. The building renovations and repairs will include replacing thatched roofs with corrugated metal roofs, reinforcing the wire fence that surrounds the Center grounds and painting all buildings.

INCOME GENERATING ACTIVITIES

The income generating activities are intended to expand the Center's capacity to promote and support similar action by the rural women throughout the project area. This year, the project will undertake an examination of the potential for CFAR to engage in revenue generating activities. The activities to be explored include crop production of millet, corn, tobacco and melons, vegetable gardening, sheep and chicken production, egg production and operation of diesel grinding mills. Over the next year, Center management will be able to study and obtain technical and economic data which will show crop production levels, animal raising potential and grinding mill profit-making ability. Feasibility studies will provide a challenge to the CFAR staff and demonstrate to the Center management economic options that may become important in determining the continued financial viability of the Center.