

## memorandum

DATE: January 16, 1987

REPLY TO  
ATTN OF:

Louis H. Kuhn, RDO/South Pacific

PDR/AU972

SUBJECT:

Amendment No. 06, Grant No. 879-001-G-SS-4004-00, Fiji  
Amendment No. 09, Grant No. 879-0001-G-4008, Fiji  
Amendment No. 11, Grant No. AID 492-1650, Solomons  
\*CK Amendment No. 03, Grant No. 879-0001-G-4009, PNG  
Amendment No. 03, Grant No. 879-0001-G-4007, Tonga  
Amendment No. 12, Grant No. 492-1654, Tuvalu  
Grant Number 879-0010-G-SS-6022-00, Niue (Resubmission)

Attached for your records are copies of the subject grant and grant amendments.

DISTRIBUTION:AID/Washington

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USAID/Manila

Controller and ACO (one copy)

USAID/Jakarta

RLA

GRANT PROJECT AGREEMENT

Between the United States of America, acting through  
the Agency for International Development (AID)

AND

Health Department  
Government of Niue  
(Grantee)

1. Project Title: Niue National Nutrition Survey	2. AID Project Number: 879-0010 Grant No: 879-0010-G-SS-6022-00
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The above-named parties hereby mutually agree to carryout the Project described in this Agreement in accordance with (1) the terms of this Agreement, including any annexes attached hereto, and (2) any general Agreement between the two governments regarding economic or technical cooperation.

3. Amount of AID Grant: <u>\$3,000</u>	4. Grantee Contribution to the Project: <u>See Std. Provision B.(2)</u>	5. Project Assistance Completion Date: <u>September 15, 1987</u>
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6. This Agreement consists of this title page and Annex A, Project Description and Budget; and Annex B, PROAG Standard Provisions.

7. For the Grantee:	8. For the Agency for International Development:
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Typed Name: Terry M. Chapman

Typed Name: William E. Paupe

Signature:

Signature:

Title:

Secretary to Government

Title:

Regional Director

Date:

SEP 30 1986

Date:

September 26, 1986

FISCAL DATA:

Appropriation: 72-1161037  
Budget Plan Code: QESA3627879KG130  
Obligation No.: S600389

## PROJECT AGREEMENT

## PROJECT DESCRIPTION

1. Project Title: Niue National Nutrition Survey	2. AID Project Number: 879-0010 Grant No. 879-0010-G-SS-6022 JJ
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## 3. This Project consists of:

A National Nutrition Survey to provide data on the severity of the problem and to identify the groups within the population which are most affected by malnutrition according to age structure and demographic and socio-economic factors. The survey will identify "at risk" groups to which programs can be targeted. The Government of Niue proposal and Budget dated August 6, 1986 is accepted and incorporated into this Project Agreement as Annex A-1.

## 4. Special Provisions:

A. Marking Requirements: It is AID policy that projects and imported commodities financed under AID-supported programs be suitably marked to identify them as supported by U.S. foreign assistance. The Grantee will give appropriate publicity to the Project as a program to which the United States has contributed.

B. Nationality of Suppliers of Goods and Services: Grantee agrees that the nationality of the supplier(s) of the goods and services to carry out the survey will be of the United States.

C. Subordinate Agreements: Grantee agrees to use, among any others, the standard and special provisions of this Project Agreement in any agreements between the Government of Niue and suppliers of goods and services for the Survey.

D. Reporting: At the completion of this project, the Grantee will submit five copies of the completed Survey to the AID Regional Director, American Embassy (AID), GPO Box 218, Suva, Fiji. A final financial report for the grant will be submitted to the same addressee within 90 days of project completion.

E. Air Travel and Transportation:

(a) All air travel and shipments under this Grant are required to be made on United States flag air carriers to the extent service by such carriers is available. A U.S. flag air carrier is defined as an air carrier which has a certificate of public convenience and necessity issued by the U.S. Civil Aeronautics Board authorizing operations between the United States and/or its territories and one or more foreign countries.

(b) Use of foreign air carrier service may be deemed necessary if a U.S. flag air carrier otherwise available cannot provide the foreign air transportation needed, or if use of such service will not accomplish the agency's mission. Travel and transportation on non-free world air carriers are not reimbursable under this grant.

(c) Where U.S. Government funds are used to reimburse the Grantee's use of other than U.S. flag carriers for international transportation, the Grantee will include a certification on vouchers involving such transportation which is essentially as follows:

**CERTIFICATION OF UNAVAILABILITY OF U.S. FLAG AIR CARRIERS**

I hereby certify that the transportation service for personnel (and their personal effects) or property by certified air carrier was unavailable for the following reason(s): (state appropriate reason(s)).

F. Payment Provisions: To facilitate project implementation and to assure availability of AID funds to the Government of Niue, the advance payment method of financing shall be used in the Project. A full advance of US\$3,000 will be made by AID to the Grantee. Accounting for the use of these funds will be made quarterly in accordance with the Annex B-1 special provision entitled, "Payment - Periodic Advance (November 1984)."

G. Grant Budget: The budget for this Grant is contained in Annex A-1. The funds provided herein shall be used to finance the Survey budget up to a total cost of US\$3,000. It is agreed that additional funds required to complete this Survey will be provided from other sources arranged by the Grantee, and that the Grantee will either obtain the non-AID amounts, or it will provide these amounts from its own resources.

NIUE NATIONAL NUTRITION SURVEY

**BEST AVAILABLE DOCUMENT**

Malnutrition (especially overnutrition) is thought to be an increasing health problem in Niue. In order for the government to address this problem, it is essential to determine the precise extent of the problem as it exists today.

The objectives of a National Nutrition Survey (N.N.S.) would be to provide data on the severity of the problem and to identify the groups in the population which are most affected by malnutrition according to age, sex, ethnic and geographic and socio-economic factors. The survey will identify 'at risk' groups to which programmes can be targeted.

In order to do this properly a N.N.S. needs to be carefully planned and organized. For discussion purposes the following planning issues need to be addressed.

1. Resources

The objectives of a N.N.S. are met in idealistic terms, only by studying a cross-section of the entire population, i.e. by sampling each age group. Logistically, and because of limited resources, this is usually not possible. However, the small population and geographic size of Niue will most likely enable a complete population survey to be carried out, i.e. on each age group and with no sampling necessary.

Consideration must first be given as to how existing resources can be utilized to support the survey. The survey should be organised to fit in with existing programmed activities, e.g. immunization field visits, school health visits etc., to make the best use of manpower and transport resources.

The survey should not require new positions to be created - it should simply require utilization and training of existing manpower within government services, i.e. health, education, agriculture, community services etc.

Extra funds, either from government or extra-budgetary sources will be required for training of survey teams, transport during the survey, survey equipment and materials, consultancy services and data processing.

2. Methodology

(a) Information to be collected

Internationally used criteria for determining the nutrition status of any population include:

- age, sex,
- weight
- height/length
- skinfold thickness
- mid upper-arm circumference
- haemoglobin/hematocrit
- dietary assessment
- clinical assessment
- general socio-economic and demographic information relating to income, food production and availability.

Which of these criteria to be used in this survey has to be determined by all departments involved in the survey.

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## and Population Groups:

It should be possible to measure the whole population of Niue. For analysis of the data, the population can be divided into the following sub-groups:

- Infants 0-5 years
- School age children
- Young adults and adolescents - male
- female
- Women of child-bearing years 15-45 years
- Adults over
- elderly men and women

Differing nutrition problems and causes of nutrition problems may occur in each of these sub-groups.

### (a) Survey teams

One team of 5 people from government departments or non-government organisations, plus a survey co-ordinator.

The team will be trained in precise measuring techniques and questionnaire techniques during one week prior to survey field work.

A training manual will be developed covering all aspects of the skills needed in the survey.

The time taken for survey field work can be halved by training two teams, but this will require two sets of equipment.

### (d) Co-ordination

All government and non-government departments involved in, or wishing to be involved in, nutrition activities in Niue will be encouraged to form a national steering committee for planning and conducting the survey. This will most likely consist of the proposed national nutrition committee or a sub-committee of this group.

A national co-ordinator with some background training or experience in survey work, and in nutrition if possible, will be nominated for the planning and field work phases of the survey.

Consultancy services from a trained nutritionist and/or nutrition survey technician will be required during the planning, field work and analysis phases of the survey.

### (c) Data processing

- ? - suggestions include
  - ? in-country
  - ? S.P.C.
  - ? sent overseas
  - ? consultancy.

## Time frame

The survey will be divided into 5 phases:

1. Needs assessment - review of current information in health, agriculture and import statistics records etc. (2-3 months)
2. Planning - finalisation of methodology, ordering of equipment etc. (1 month)
3. Training of survey team(s) and survey field work. (6 weeks)

2. Planning and development of applied nutrition programmes (long term).

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Equipment and Supplies

1 set plus spares assuming there is 1 survey team:

		US\$
Baby weighing scales	\$50 x 2	
" " baskets	\$20 x 2	100.00
Adult weighing scales	\$250 x 1	40.00
Height rods (materials + labour) x 1		250.00
Length measuring board x 1		30.00
Skinfold caliper x 1		75.00
Portable field hemoglobinometer package x 1		150.00
Accessories for hemoglobinometer		400.00
Clipboard x 1 x \$4	X10	300.00
Survey form and training manual - paper & printing		24.00
Accessories		300.00
Freight to Niue		100.00
		500.00
		2,269.00

If there are two survey teams then an extra one each of the following will be required:

Baby weighing scales		50.00
" " basket		20.00
Adult weighing scales		250.00
Height rod		30.00
Length measuring board		75.00
Skinfold caliper		150.00
		575.00

Total = US\$2,844.00

(b) Transport during survey

Petrol for government transport ?

(c) Project consultant (if required)

2 return fares from project station to Niue ?  
 Consultancy fee ?

**PAYMENT—PERIODIC ADVANCE (NOVEMBER 1984)**

(This provision is applicable when (1) the grantee has an acceptable accounting system (2) the grantee has the ability to maintain procedures that will minimize the time elapsing between the transfer of funds and the disbursement thereof, and (3) the grantee's financial management system meets the standards for fund control and accountability required under the standard provision of this agreement entitled "Accounting, Audit and Records".)

(a) AID funds shall not be commingled with other grantee owned or controlled funds. The grantee shall deposit all AID cash advances in a separate bank account and shall make all disbursements for goods and services from this account.

item (b)  
deleted

~~(b) Each quarter, after the initial cash advance, the grantee shall submit to the AID Controller, identified in the schedule, voucher SF-1034 (original) and SF-1034-A (three copies), entitled "Public Voucher for Purchases and Services Other Than Personal", copies of which are attached.~~

(c) Each Voucher shall be identified by the appropriate grant number and shall be accompanied by an original and three copies of a report in the following format:

**FEDERAL CASH ADVANCE STATUS REPORT**  
(Report Control No. W-245)

**A. Period covered by this report:**

FROM (Month, day, year) \_\_\_\_\_

TO (Month, day, year) \_\_\_\_\_

Period covered by the next report

FROM (Month, day, year) \_\_\_\_\_

TO (Month, day, year) \_\_\_\_\_

**B. Cash Advance Use and Needs:**

1. Cash advance on hand at the beginning of this reporting period . . . . \$ \_\_\_\_\_

2. U.S. Treasury check advance(s) received during this reporting period .. \$ \_\_\_\_\_

3. Interest earned on cash advance during this reporting period . . . . . \$ \_\_\_\_\_

4. GROSS cash advance available during this reporting period (Lines 1, 2, & 3) . . . . . \$ \_\_\_\_\_

5. LESS, interest remitted to AID during this reporting period . . . . . \$ \_\_\_\_\_

6. NET cash advance available during this reporting period (Line 4 minus Line 5) . . . . . \$ \_\_\_\_\_

7. Total disbursements during this reporting period, including subadvances (see footnote 1) . . . . . \$ \_\_\_\_\_

8. Amount of cash advances available at the end of this reporting period (Line 6 minus Line 7) . . . . . \$ \_\_\_\_\_

9. Projected disbursements, including subadvances, for the next reporting period (see footnote 2) . . . . . \$ \_\_\_\_\_

10. Additional cash advance requested for the next reporting period (Line 9 minus Line 8) . . . . . \$ \_\_\_\_\_

11. Total interest earned on cash advance from the start of the grant to the end of this reporting period, but not remitted to AID . . . . . \$ \_\_\_\_\_

12. Total cash advances to subgrantees, if any, as of the end of this reporting period . . . . . \$ \_\_\_\_\_

**FOOTNOTES:**

1. The grantee shall submit a cumulative detailed report of disbursements by BUDGET Line item quarterly.
2. The grantee shall attach a Summary, by BUDGET line item, of its projected disbursements for the next reporting period.

**C. Certification:**

The undersigned hereby certifies: (1) that the amount in paragraph B.9 above represents the best estimate of funds needed for the disbursements to be incurred over the period described, (2) that appropriate refund or credit to the grant will be made in the event of disallowance in accordance with the terms of the grant, (3) that appropriate refund or credit to the grant will be made in the event funds are not expended, and (4) that any interest accrued on the funds made available herein will be refunded to AID.

DATE \_\_\_\_\_ BY \_\_\_\_\_  
TITLE \_\_\_\_\_

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