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UNITED STATES INTERNATIONAL DEVELOPMENT COOPERATION AGENCY
AGENCY FOR INTERNATIONAL DEVELOPMENT
WASHINGTON D C 20523

JUL 19 1984

The Most Reverend Edwin B. Broderick D. C.
Executive Director
Catholic Relief Services
1011 First Avenue
New York, New York 10022

Subject: Grant No. NEB-0180-G-SS-4068-00

Dear Bishop Broderick:

Pursuant to the authority contained in the Foreign Assistance Act of 1961, as amended, the Agency for International Development (hereinafter referred to as "A.I.D." or "Grantor") hereby grants to Catholic Relief Services (hereinafter referred to as "CRS" or "Grantee"), the sum of Three-Hundred Ninety-One Thousand, One-Hundred Dollars (\$391,100) in support of Handicapped Services in the West Bank as more fully described in Attachment 2 entitled "Program Description".

This Grant is effective and obligation is made as of 30 June 1984 and shall apply to commitments made by the Grantee in furtherance of program objectives through the estimated completion date of 30 June 1988.

The total estimated amount of the Grant is One-Million, Eight-Hundred and Nine Thousand, Two-Hundred and Ninety-One Dollars (\$1,809,291) of which Three-Hundred Ninety-One Thousand, One-Hundred Dollars (\$391,100) is hereby obligated. A.I.D. shall not be liable for reimbursing the Grantee for any costs in excess of the obligated amount. However, subject to the availability of funds, A.I.D. may provide additional funds of up to the maximum Grant amount of One-Million, Eight-Hundred and Nine Thousand, Two-Hundred and Ninety-One Dollars (\$1,809,291) during the Grant period. It is anticipated that the obligated amount will be sufficient through 30 June 1985.

This Grant is made to CRS on condition that the funds will be administered in accordance with the terms set forth in Attachment 1, the Schedule, Attachment 2 entitled "Program Description," and Attachment 3 entitled "Standard Provisions," which have been agreed to by your organization. In addition, the CRS proposal entitled "Handicapped Services in the West Bank - Joint Planning Process - Catholic Relief Services, Community Development Foundation," dated 14 February 1984 is hereby included and made part of this Grant. However, wherever the terms of the proposal conflict with those of this Grant, the terms of the Grant shall apply.

CRS

Please sign the original and seven (7) copies of this letter to acknowledge your acceptance of the conditions under which these funds have been granted, and return the original and six (6) copies to the Office of Contract Management, being certain to return all copies marked "Funds Available."

Sincerely yours,

Allen Eisenberg

ALLEN EISENBERG
Grant Officer
Regional Operations Division/NE
Office of Contract Management

Attachments:

1. Schedule
2. Program Description
3. Standard Provisions

ACKNOWLEDGED:

CATHOLIC RELIEF SERVICES

BY: Grace B. Hauck - Contract Officer

J. A. DONNELLY
TITLE: DEPUTY DIRECTOR

MATERIAL RESOURCES &

DATE: GRANTS ADMINISTRATION

FISCAL DATA

Appropriation: 72-1141037
 Allotment: 437-62-298-00-69-41
 Budget Plan Code: NESA-84-33298-KG-12
 PIO/T No.: 298-0180
 Total Estimated Amount: \$1,809,291
 Total Obligated Amount: \$ 391,100
 Method of Payment: FRLC
 Funding Source: AID/FM/PAD
 DUNS Number: 06-820-5541

SCHEDULE

A. Purpose of Grant

The purpose of this Grant is to provide support for handicapped services in the West Bank, as more specifically described in Attachment 2 to this Grant entitled "Program Description".

B. Period of Grant

1. The effective date of this Grant is 30 June 1984. The expiration date of this Grant is 30 June 1988.

2. Funds obligated hereunder are available for program expenditures for the estimated period 30 June 1984 to 30 June 1985 as shown in the Financial Plan below.

C. Amount of Grant and Payment

1. The total estimated amount of this Grant for the period shown in B.1 above is \$1,809,291.

2. A.I.D. hereby obligates the amount of \$391,100 for program expenditures during the period set forth in B.2. above and as shown in the Financial Plan below.

3. Payment shall be made to the Grantee in accordance with procedures set forth in Attachment 3 Standard Provision No. 7A entitled "Payment - Federal Reserve Letter of Credit (FRLC) Advance."

4. Additional funds up to the total amount of the Grant shown in C.1. above may be obligated by A.I.D. subject to the availability of funds, and to the requirements of the Standard Provision of the Grant, entitled "Revision of Financial Plans."

D. Financial Plan

The following is the Financial Plan for this Grant. Revisions to this Plan shall be made in accordance with the Standard Provision of this Grant, entitled "Revision of Financial Plans."

Financial Plan

Cost Element	Obligated Amount		Estimated Additional		Total Estimated
	From: 06/30/84	To: 06/30/85	From: 07/01/85	To: 06/30/88	From: 06/30/84 To: 06/30/88
Salaries	\$231,000	303,600	\$881,496	577,876	\$1,112,496
Fringe Benefits	69,300	91,080	264,449	173,869	333,749
Consultancy	8,000	8,000	24,000	16,000	32,000
Occupancy	6,000	6,600	21,846	15,246	27,846
Vehicles	42,000	40,000	92,500	55,500	134,500
Equipment	18,300	12,500	56,700	42,000	75,000
Travel	16,500	32,100	77,200	25,100	93,700
TOTAL	\$391,100	430,880	\$1,418,291	822,111	\$1,809,291

The above budget is illustrative and, provided the obligated amount is not exceeded, adjustment among line items is unrestricted.

E. Evaluation

1. CRS will conduct internal evaluations at the end of years one, two, and three and will submit the reports within 30 days of the end of each of these years of the project. The evaluations will include, but not be limited to, the following:
 - a. Progress made in meeting the overall goal and objectives of the project;
 - b. Success in completing each activity of the project;
 - c. Impact of the project on direct and indirect beneficiaries;
 - d. Problems encountered and lessons learned;
 - e. Overall financial summary of all project inputs, including A.I.D., CRS and other donor resources.
2. A joint AID/CRS evaluation of the project will be conducted in the fourth year of the project, on mutually agreed upon dates, prior to its completion.

NE/TECH/SARD will provide CRS with guidelines on evaluation of projects and assist in the development of the evaluation plan.

F. Reports

1. In addition to the evaluations described above, the following reports are to be submitted by CRS to A.I.D. through the U.S. Consulate in Jerusalem:

a. Semiannual progress summary reports outlining: (1) the results and accomplishments as they relate to the goal and objectives of the overall project; (2) the status of individual activities included in the project; (3) problems, delays or other adverse conditions that affected, or will affect, the attainment of the goal and objectives; (4) actions taken or contemplated to resolve the situation; (5) lessons learned and any unexpected positive or negative results experienced; and (6) the status of finances and expenditures.

b. Final report due within 90 days of termination of the Grant Agreement. This report should summarize the total experience of the program and address the same items required for the semiannual reports. (NE/TECH/SARD will provide CRS with a sample format to use in preparing these reports).

2. Financial reports shall be submitted quarterly in accordance with Standard Provision 7A entitled "Payment - Federal Reserve Letter of Credit (FRLC) Advance".

3. All progress/evaluation reports shall be submitted (5 copies), in English, to:

NE/TECH/SARD
Room 6678 NS
Agency for International Development
Department of State
Washington, D.C. 20523

4. All financial reports shall be submitted (3 copies), in English to:

Office of Financial Management
Room 607, SA-12
Agency for International Development
Washington, D.C. 20523

G. Title to Property

Title to all property financed under this Grant shall vest in the Grantee and shall be administered under the provisions of Standard Provision 13 A entitled "Title to and Use of Property (Grantee Title)".

H. Authorized Geographic Code

1. Goods and services financed by A.I.D. under this Grant shall have their source and origin in the United States or locally, except as A.I.D. may otherwise agree in writing.

2. No vehicles will be purchased with funds provided by A.I.D. under this Grant until the required waivers are processed.

I. Special Provisions

1. OMB Circular A-122

a. The cost principles contained in "OMB Circular A-122" are applicable to this Grant.

b. The circular reserves the sections on bid and proposal costs and independent research and development costs. A.I.D. and the Grantee hereby agree upon the following treatment of these costs, pending such time as the Circular is amended to include them:

(1) Bid and proposal (B&P) costs are the immediate costs of preparing bids, proposals, and applications for potential activities such as Government and non-Government grants, contracts and agreements, including the development of scientific cost, and other data needed to support the bids, proposals, and applications. In general, (B&P) costs of the current accounting period are allowable as indirect costs. (B&P) costs of prior accounting periods are unallowable in the current period. In this regard, (B&P) costs incurred for the preparation of requests for specific projects and programs are acceptable for recovery as indirect costs. However, proposal costs incurred in the attempt to obtain unrestricted funds are to be treated as fund raising and must be included in the organization's direct cost base. If the organization's established practice is to treat (B&P) costs by some other method, the results obtained may be accepted only if found to be reasonable and equitable. (B&P) costs do not include independent research and development costs which are covered by Paragraph (2) below, or preaward costs covered by Attachment B, Paragraph 33, of OMB Circular A-122. (FPR 1-15.603.2.)

(2) Independent research and development (R&D) costs are for (R&D) conducted by an organization which is not sponsored by Federal or non-Federal grants, contracts or other agreements. Independent (R&D) costs must be included in the organization's direct cost base for allocation of its proportionate share of indirect costs. The costs of independent (R&D), including its proportionate share of indirect costs, are unallowable under A.I.D. agreements.

2. Close Out

- (a) Upon request, A.I.D. shall make prompt payments to a recipient for allowable reimbursable costs under this grant.
- (b) The grantee shall immediately refund any balance of unobligated (unencumbered) cash that A.I.D. has advanced or paid and that is not authorized to be retained by the grantee for use in other grants or agreements.
- (c) A.I.D. shall obtain from the grantee within 90 calendar days after the date of completion of the agreement all financial, performance, and other reports required as the condition of the grant. A.I.D. may grant extensions when requested by the recipient.
- (d) When authorized by the grant, A.I.D. shall make a settlement for any upward or downward adjustments to A.I.D.'s share of costs after these reports are received.
- (e) The grantee shall account for any property acquired with A.I.D. funds or received from the Government in accordance with provisions of Paragraph T of Chapter 1 of HB 13.
- (f) In the event a final audit has not been performed prior to the closeout of the grant, A.I.D. shall retain the right to recover an appropriate amount after fully considering the recommendations.

3. Alterations and Additions to Standard Provisions

1. Delete the following Standard Provisions as not applicable to this Grant: 5A, 5B, 7B, 7C, 10B, 13B, 13C.
2. The July 1982 Attachment to A.I.D. Forms 1420-51, -52, -53, -54 is attached hereto and made a part hereof.

PROGRAM DESCRIPTION

A. Purpose of Grant Agreement

The purpose of this Grant is to provide support to Catholic Relief Services (CRS) for a project which would assist in the development of institutional capability in the West Bank and Gaza to provide community inreach services for handicapped persons currently outside the service structure of existing programs. This activity is part of a larger effort supported by A.I.D. to address the needs of handicapped persons being implemented by CRS, SCHC, and CDF and their local counterpart institutions and organizations.

B. Objectives

1. To establish a system to identify, assess, and refer approximately 800 handicapped persons in need of services.
2. To initiate a community-based training program which would train 878 program staff, paraprofessionals, parents, medical, educational and charitable staff and classroom teachers working with handicapped persons through the structure of charitable societies in the Ramallah, Hebron, Nablus, Jenin and Tulkarem Districts of the West Bank.
3. To establish service programs for handicapped children and their parents in 40 villages and provide assistance for 200 children who require surgery and rehabilitation services.

C. Implementation

1. Two resource training centers for the handicapped will be upgraded and provided with professional teaching and supervisory staff during the four-year period of the Grant.
2. Standardized teaching curricula and a training manual will be developed for village inreach personnel, and diagnostic measures will be developed for the identification of handicapped children.
3. In-service training modules for persons involved in health care programs, charitable societies, and pre-schools will be developed.
4. A district-based handicapped services strategy with logistical and personnel support for the implementation of village inreach programs will be developed in coordination with the Union of Charitable Societies and local charitable societies and institutions.