

CONTRACT/GRANT/COOPERATIVE AGREEMENT DATA SHEET

SER/CM/SD/SUP Action Monitor

SER/CM/SD/SUP Action Office

INSTRUCTIONS AID/W - Complete 4 copies of the form Original SER/CM/SD/SUP Statistical Section Copy, Copy 2 SER/CM/SD/SUP Administrative Copy, Copy 3 Contracting Officer's Copy, Copy 4 SER/CM/SD/SUP Admin (Suspense) Copy.
Missions - Complete 2 copies of the form Original SER/CM/SD/SUP Statistical Section Copy, and Copy 2 will be retained in the Missions

PART IA.

Contractor/Grantee Name Seventh Day Adventists

PIO/T Number _____ Appropriation Number 72-1111013 Allotment Number 199-38-099-0084-11 Project Number 938-1309-3812024

Project Title Mwami Adventist Hospital

Amount of this PIO/T _____ Project Manager's Name and Office Symbol _____ Contractor's D-U-N-S Number _____

Negotiator's Typed Name _____ Signature _____ Date _____

Contract/Grant Officer's Typed Name _____ Signature _____ Date _____

PART IB.

Contract/Grant Number Asha-257 Type Order _____ Order Number _____ Amendment/Modification Number _____ Date PIO/T Received by CM/SD/SUP or Mission Contract Office _____

PART II.

Effective Date of Document 7/7/81 Signature Date of Document _____ Estimated Completion Date 12/31/82 Contract/Grant funded through (date) _____

Host Country Institution (University contract ONLY) _____ Campus Coordinator (University contract ONLY) _____ Amount Obligated/Deobligated/Subobligated by this Action 300,000 Cumulative Obligation thru this Action _____

PART III.

Description of Contract/Grant Please 'X' ONLY ONE item under each heading IF OTHER, please specify (Complete both pages 1 and 2) NOTE Not to be completed for Amendment or Modification Actions.

M03 - TYPE ACTION

- 0 Contract/Grant/Cooperative Agreement
- 1 Task Order (BOA)*
- 2 Work Order (IQC)*
- 3 Delivery Order (Requirements)*
- 4 Purchase Order

*If 1, 2, or 3 have an 'X', complete M12 ONLY.

M04 - CONTRACT/GRANT TYPE

- 0 MOA, (BOA, BMA, etc)
- 1 Fixed Price (Specify FFP, FPRD, FPEPA, FPI) _____
- 2 Cost Reimbursement (Specify CR, CPFF, CS, CPAF, CPIF) _____
- 3 Cooperative Agreement
- 4 Grant - General Support*
- 5 Grant - Specific Support*
- 6 Grant - 211(d)*
- 7 Do Not Use
- 8 IQCs
- 9 Host Country Contract/Grant*

*Complete ONLY through M51

M05 - SELECTION PROCEDURES

- A. Formally advertised (IFB) (AIDPR 7-2.4 & FPR 1-2.4)
- B. Negotiated Price Competition, General Procedure (RFP) (AIDPR 7-4.56)
- C. A & E (AIDPR 7.4.10)
- D. Ed Inst and/or Int'l Research (AIDPR 7-4.57)
- E. Collaborative Assistance (AIDPR 7-4.58)
- F. Predominant Capability (AIDPR 7-3.101-50(b)(3))

- G. Unsolicited Proposal (AIDPR 7-3.101-50(b)(6))
- H. Procurement to be Performed by the Contractor in Person (AIDPR 7-3.101-50(b)(1))
- I. Sole Source (AIDPR 7.3.101-50(b)(4))
- J. Impairment of Foreign Policy Objectives (AIDPR 7-3.101-50(b)(7))
- K. 8(a) Selection (FPR 1-1.713-1)
- L. Grant (Handbook 13)
- M. Do Not Use
- N. Cooperative Agreement (Handbook 13)
- O. Small Business Set-Aside (FPR 1-1.706-8)
- P. Overseas Procuring Activities (AIDPR 7-3.101-50(b)(2))

M06 - TYPE SERVICE

- A. Training of Participants
- B. Technical Assistance (Program, Project related except A & E Services)
- C. A & E Services
- D. Construction
- E. Research
- F. Technical Services to AID (other than training, usually operating expense)
- G. Training Service for AID
- H. Equipment, Materials, Supplies, Commodities
- I. Translation Service

M07 - TYPE CONTRACTOR/GRANTEE

- A. Firm - All profit-making firms (other than A & E)
- B. A & E Firms

- C. Individual (Non-personal service)
- D. Individual (Personal Service)
- E. University/Other Educational Institutions
- F. Non-Profit Organization, Institutions (other than Ed or PVO)
- G. Private Voluntary Organization (PVO)
- H. International Agricultural Research Organization
- I. Public International Organizations (UN Agencies, ICRC World Bank, etc) (HB 13, Chapter 5)

M08 - TYPE AWARD

- A. SB Set-Aside - Awarded to Non-Minority
- B. SB Set-Aside - Awarded to Minority
- C. SB Not Set-Aside - Awarded to Non-Minority
- D. SB Not Set-Aside - Awarded to Minority
- E. 8(a) SBA Awarded to Non-Minority (Women-Owned, Veterans, etc)
- F. 8(a) SBA Awarded to Minority
- G. Personal Service Contract - Non-Minority
- H. Personal Service Contract - Minority
- I. Individual Non-Personal Service Contract - Non-Minority
- J. Individual Non-Personal Service Contract - Minority
- K. Not Small Business (Univ., Non-Profit, Large Firms) Non-Minority
- L. Not Small Business (Univ., Non-Profit, Large Firms) Minority
- M. U.S. Government

(Continued on Page 2)

M09 - CONTRACTING PARTIES

- 1. Direct AID/W Executed Contract/Grant
- 2. Direct AID Mission Executed Contract/Grant
- 3. Host Country Grant Financed
- 4. Host Country Loan Financed
- 5. Host Country Contract/Grant Source of Finance Unknown

M10 - PRIVATE VOLUNTARY ORGANIZATION

- 1. U.S. Registered PVO
- 2. U.S. Non-Registered PVO
- 3. U.S. Cooperative
- 4. Foreign Cooperatives
- 5. Foreign PVO
- 6. Other (Specify) _____

M11 - ADVANCE

- 1. No Advance
- 2. Advance - Non-FRLC
- 3. Advance - FRLC

M12 - COUNTRY OF PERFORMANCE

(Specify) MWAMI, Zambia

M13 - Is any travel required outside U.S.?

- YES NO

M14 - CONTRACT/GRANT SOURCE

- 1. U.S. Contractor/Grantee
- 2. Non-U.S. Contractor/Grantee
- 3. Combination of 1 & 2

M15 - TYPE OWNERSHIP

- 1. American Oriental
- 2. Black American
- 3. American Aleuts or Eskimos
- 4. American Indian
- 5. Hispanic
- 6. Other (Specify) _____

M22 - CURRENCY INDICATOR

- 0. U.S. Dollar
- 1. Local Currency
- 2. Combination
- 3. Unfunded

M50 - SUBCONTRACTING CODE

- 0. 0 Dollars
- 1. 1 - 10,000 Dollars
- 2. 10,001 - 499,999 Dollars
- 3. 500,000 and over
- 4. Unknown

M51 - SUBCONTRACTOR TYPE AWARD

- A. Small Business Set-Aside Awarded to Non-Minority
- B. Small Business Set-Aside Awarded to Minority
- C. Small Business Not Set-Aside Awarded to Non-Minority

D. Small Business Not Set-Aside Awarded to Minority

E. 8(a) - SBA Awarded to Non-Minority (Women Owned, Veterans)

F. 8(a) - SBA Awarded to Minority

G. Personal Service Contract - Non-Minority

H. Personal Service Contract - Minority

I. Individual Non-Personal Service Contract - Non-Minority

J. Individual Non-Personal Service Contract - Minority

K. Not Small Business (Univ, Non-Profit, Large Firms) - Non-Minority

L. Not Small Business (Univ, Non-Profit, Large Firms) - Minority

M. U.S. Government

N. Unknown

M56 - SUBJECT TO STATUTORY REQUIREMENT

A. Walsh-Healey Act, Manufacturer*

B. Walsh Healey Act, Regular Dealer*

C. Service Contract Act (U.S. ONLY - Guards, Maintenance, Laborers)

D. Davis-Bacon Act (Construction)

E. Not subject to Walsh Healey, Service Contract or Davis-Bacon Act (Most AID Contracts)

*Equipment, Supplies, Materials, and Commodities

M57 - AFFIRMATIVE ACTION PLAN ON FILL

YES NO

M58 - AFFIRMATIVE ACTION PLAN ON PREVIOUSLY HELD CONTRACTS

YES NO

M60 - INCREMENTAL FUNDED CONTRACT

YES NO

M61 - CONSULTANT TYPE AWARD

Is the Award for Consulting Type Service to AID?

YES NO

M63 - EXTENT OF COMPETITION IN NEGOTIATION

COMPETITIVE

A1. Small Business Total Set-Aside

A2. Small Business Partial Set-Aside

A3. Labor Surplus Set-Aside

A4. Labor Surplus/Small Business Set-Aside

A9. Other (Specify) _____

NON-COMPETITIVE

B1. Buy Indian

B2. 8(a) Program

B3. Follow-on After Competition

B9. Other (Specify) _____

M65 - TYPE OF BUSINESS

E1. Source Non-U.S. and Used Outside U.S. and Possessions

E2. Source Non-U.S. and Possessions (Foreign Purchases Used Inside U.S.)

(If U.S. Source, complete A thru D)

A1. Small Business - Disadvantaged 8(a)

A2. Small Business - Owned by Minority Group

A3. Other Small Business (including individuals)

B1. Large Minority Business

B2. Other Large Business

C1. Non-Profit Private Educational Organization

C2. Non-Profit Hospital

C3. Non-Profit Research Institution, Foundation, and Laboratories

C4. Other Non-Profit Institutions

D1. State/Local Government Educational Institution

D2. State/Local Government Hospital

D3. State/Local Government Research Organization

D4. Other State/Local (Specify) _____

M66 - COST ACCOUNTING STANDARDS

Required Not Required

M67 - NUMBER OF BIDDERS OFFERING ITLMS OR SERVICES OF FOREIGN CONTENT

M68 - WOMEN OWNED BUSINESS

YES NO

M69 - PERCENT FOREIGN CONTENT OF COMMODITIES AND SERVICES

M70 - LABOR SURPLUS ARFA (LSA) PREFERENCE

(Location of Contractor)

1. Labor Surplus Area - No Preference

3. Labor Surplus Area - Tie Bid Preference

5. Not a Labor Surplus Area Preference Award

7. Total Labor Surplus/Small Business Set-Aside Preference

8. Total Labor Surplus Set-Aside Preference (P.L. 95-89)

NOTE: M03 thru M51 are required for AID reporting; M56 thru M70 are required for the Office of Federal Procurement Policy reporting. SER/CM has no control over those elements.

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GRANT
BY THE
UNITED STATES OF AMERICA
TO
SEVENTH DAY ADVENTIST WORLD SERVICE, INC.
FOR
MWAMI ADVENTIST HOSPITAL

Pursuant to the authority contained in Section 214 of the Foreign Assistance Act of 1961, as amended, the Government of the United States of America, acting through the Agency for International Development (hereinafter referred to as "A.I.D.") hereby makes a grant of Three Hundred Thousand Dollars (\$300,000) to the Seventh Day Adventist World Service, Inc. (hereinafter referred to as "Grantee") to be used solely for the benefit of the Mwami Adventist Hospital located in Chipata, Zambia, in accordance with and subject to the terms and conditions set forth in the Appendices hereto attached and made part of this grant, as follows: Appendix A (Special Provisions), and Appendix B (General Provisions: (3) Procurement of Commodities, (5c) Disbursement Procedures for Federal Reserve Letter of Credit and (6) Administrative and Other Provisions).

This grant is to cover authorized expenditures incurred from the date of execution of this grant and ending December 31, 1982.

Agency for International Development
By *W. J. Santos*
Director, Office of American
Schools and Hospitals Abroad
Date JUL -7 1981

This grant is hereby accepted under the terms and conditions and for the purposes set forth in the Appendices attached hereto.

Seventh Day Adventist World Service, Inc.
6840 Eastern Avenue, N. W.
Washington, D. C. 20012

By *RW*
Title *Grant Director*

Grant No. AID/asha 257
Project No. 938-1309-3812024
Allotment No. 194-38-099-00-84-11
Appropriation No. 72-1111013

APPENDIX A
SPECIAL PROVISIONS

ARTICLE I - PURPOSE OF THE GRANT

1. Under Section 214 of the Foreign Assistance Act of 1961, as amended, assistance is authorized to hospital centers for medical education and research outside the United States, founded or sponsored by United States citizens.

2. The Grantee is a non-sectarian overseas development agency established in 1956 by the General Conference of Seventh-Day Adventists and is a non-profit organization existing under the laws of the District of Columbia. The General Conference founded Mwami Hospital in 1925 in the eastern province of Zambia.

3. Mwami is known as the "American Hospital" and has the only full-time American physicians in the eastern province of Zambia. The 150-bed hospital provides a full range of surgical, obstetrical and medical services for about 7,500 inpatients and 48,000 out-patients annually. In addition, a leprosarium provides accommodations for 400 patients. Research and surveys are conducted on the prevalence of leprosy among children in the region. The hospital has a two-year nurses-training program. Its graduates serve in hospitals and rural health clinics throughout the country. Other training provides post-graduate and refresher courses for area nurses and medical personnel.

4. The Grantee has requested assistance for plant remodeling and hospital equipment. A.I.D. has determined that \$300,000 should be provided for this purpose.

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ARTICLE II - AUTHORIZED EXPENDITURES

Except as otherwise approved in writing by A.I.D., the \$300,000 provided by this grant shall be expended as follows:

For procurement of commodities and services to remodel, equip and furnish outpatient and laboratory facilities; and for procurement of other medical and teaching equipment and materials from the list submitted with the Grantee's application which is attached to this Appendix, including such related costs as shipment, insurance and installation.

ARTICLE III - OTHER SPECIAL PROVISIONS

Customs, Duties, Taxes - No funds provided by this grant shall be used for payment of customs, duties or any other taxes levied by the Government of Zambia.

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MWAMI HOSPITAL PROPOSED EQUIPMENT LIST

ESTIMATED COST

- examining Couches - \$3,000
- 1 Special Examining Couch - \$1,000
- 1 Winer Operating Table for Casualty Department - \$3,000
- 6 Wall Mounted Diagnostic Sets - \$1,800
- 6 Wall Mounted Blood Pressure Machine, Round Therometer - \$450
- 6 Examination Lights - \$1,200
- 6 Medical Eye Cabinets - \$2,100
- 6 X-ray Illuminators - Wall Mounted - \$900
- 6 Bedside Tables - \$1,200
- 6 Writing Desks - \$900
- 6 Swivel Chairs - \$900
- 6 Patient Chairs - \$900
- 6 Scales - Balance in Kilograms - \$900
- 1 Consulting Room Desk - \$500
- Overhead Track Screens & Dividers - \$1,800
- 1 Reception Desk & Furniture - \$2,000
- Waiting Room Benches - \$5,000
- 1 Small Electric Autoclave for the Outpatient Dept. - \$2,500

LABORATORY

- 1 Coulter Counter - White Bolld Cell Count - \$15,000
- 1 Semi-Automated Colorimeter - \$5,000
- 3 Binocular Microscopes - \$3,000 (American Optical Preferred)
- 1 Dark Field Microscope - \$1,500
- 1 Flourscent Microscope - \$4,000
- 2 MicroHematocrit Centrifuges - \$1,000
- 2 Automatic Water Distillers - \$1,600
- Assorted Laboratory Supplies - \$5,000
- 1 PERL Slide Rotator - \$1,000
- 1 Cross Match Slide Rotator - \$1,000
- 1 Blood Bank Refrigerator - \$8,000
- 1 Mettler Balance - Digital Read Out - \$500
- 1 Gel Defsion Potasium & Chloride Determining Appartus - \$8,000
- 2 Refractometers - \$1,000
- 1 Stero Binocular Microscope - \$1,500
- Laboratory Bench Counter Tops & Sinks - \$ 25,000

CHILDREN'S WARD

- 3 Volumetric Infusion Pumps - IV Administration - \$2,700
- Supplies and Accessories for Above - \$2,000
- 2 Holter 920 Infusion Pumps - Pediatric Nutrition Rehabilitation - \$500
- Accessories for Above - \$2,000
- 4 Croup Tents with Nebulizers - \$3,200
- Equiping of Diet Kitchen - Prep. of Children's Formulas - \$8,000
- (We have a room for this on our ward but not the equipment. Refrigerator, Cupboards, Measures
- 1 Apnea Alarm - \$500
- 2 Dopler Foetoscopes - \$1,000
- 2 Neonetal Resusitation Tables - Complete - \$2,000
- 2 Pediatric Incubators - \$3,000
- 2 Bedside Suction Machines - \$1,000
- Installation of smooth seamless terrazzo flooring for upgrading the hygenic conditions of the pediatric ward. Necessary because of the high concentration of children and frequent of spills and messes on the present bare concrete floor making cleaning and maintainence of hygenic conditions very difficult. Estimated cost \$12,000

ADULT WARD EQUIPMENT

- 1 Cardio-pulmonary Resusitation Cart complete with Defibrillator and supplies ~~\$4,000~~
- 4 Balance Scales - \$800
- 1 Portable X-ray Unit 52 100 MPA - \$2,500
- 2 Bedside Suction Machines - \$1,000
- 2 Gomco Intermittent Suction Machines - \$1,500

CONTINUED

HEALTH EDUCATION SUPPLIES

- 1 16mm Sound Movie Projector - \$750
- 1 35 mm Carousel Slide Projector - \$400
- 1 Automatic Self-Contained Slide Projector and Sount Set - \$800
- Misc. Health Education Supplies and Films - \$3,000
- 1 Back Projection Screen - \$800
- 1 Front Projection Screen - \$300

OPERATING SUITE EQUIPMENT

- 2 Surgical Suction Machines - \$2,000
- 2 Overhead Operating Lights - \$6,000
- 1 Laperoscope Sets - \$5,000
- 1 Pagget Electric Dermatome with 2 cases.. of blades - \$3,000
- 1 Pagget Skin Expander - \$800
- 1 Tubal Insufflator - \$1,500
- 1 Double Cuff Arterial Tourniquet - \$200

GENERAL HOSPITAL EQUIPMENT

- 1 Internal Automatic Private Branch Exchange with Capacity for 50 units and Equipment for 30 stations - Including the Instruments and Wiring necessary for Installation - \$25,000
This is basically to provide a full system for the hospital at present everything is done by messenger boy, because of the large campus and buildings being far away there is offer a delay of 1/2 from the time an emergency happens till the time medical help can be obtained.
- 4 Ward Refrigerators - \$2,000
- 2 Hydroculator Hotpack Units for Physiotherapy - \$1,600
- 1 Public Address System for Hospital Wards and Outpatient Areas - \$2,000
- 3 Micro Wave Ovens for Special Diet Preparation in Leprosy Hospital Kitchen
General Hospital Kitchen - Student's Kitchen Area - \$3,000
- 1 Walk-In Cold Room & Freezer for Hospital Main Kitcher - \$8,000 For Compressor and Fitting
- 1 Tractor with implements for Hospital Gardens and Grounds for Up-Keep - \$15,000

PROCUREMENT OF COMMODITIES

Paragraphs A through H apply to procurement of commodities and commodity related services by the Grantee and any Grantee procurement agent. When A.I.D. is financing a fixed or unit price contract of the Grantee for construction services, paragraphs A and B, but not paragraphs C through H, will apply.

A. Place of Procurement

Commodities authorized for procurement shall be procured only in the United States, or in the country in which Grantee's institution is located (except as Appendix A, Special Provisions, limits procurement to the United States only).

1. Procurement in the United States

Commodities procured in the United States shall have been produced in the United States. A commodity shall not be eligible as being produced in the United States if

- (a) more than 50 percent of the total cost of its components were imported into the United States, and
- (b) it contains components from any communist country, excluding Yugoslavia

2. Procurement in the Country in which Grantee's Institution is Located

Commodities procured in the country in which Grantee's institution is located

- (a) shall not have entered the market on order from, or otherwise to satisfy a specific need of, the Grantee, except commodities produced in the United States, and
- (b) shall not have been produced in, nor--to the best of Grantee's knowledge or the knowledge of any agent or contractor of the Grantee--contain components from, any communist country, excluding Yugoslavia.

B. U.S. Carriers

Shipment of commodities from the United States shall be on U.S. flag carriers except as otherwise approved by A.I.D.

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C. Quotations and Bids

Procurement shall be made in accordance with Grantee's regular methods of procurement, provided Grantee employs good business practices which, except as permitted by paragraph D below, shall include:

1. Obtaining quotations or bids, as appropriate, from as many alternative sources as may be feasible, and
2. Procurement at the lowest price except as extenuating circumstances or non-responsive bids otherwise dictate.

Any decision by Grantee to procure a commodity at other than the lowest price offered shall be documented pursuant to paragraph E below.

D. Proprietary Procurement

Proprietary procurement, i.e., procurement from a single source and without obtaining quotations or bids from other manufacturers or suppliers, is hereby authorized (1) to assure compatibility or standardization with existing commodities, (2) when special design requirements are needed and available only from a single source, (3) when a specific commodity has proven to be most economical, dependable or serviceable under local conditions, and (4) when a specific commodity has a sole manufacturer or supplier. Any decision by Grantee to procure a commodity on a proprietary basis shall be documented pursuant to paragraph E below, except for procurement of spare parts and components for existing commodities which may be undertaken on a proprietary basis without the documentation required in paragraph E below.

E. Notification to A.I.D.

Any decision by Grantee to procure a commodity (1) at other than the lowest price offered or (2) on a proprietary basis (except for spare parts and components for existing commodities) shall be supported by a statement setting forth the reason(s) and the name(s) of the person(s) deciding that such procurement was advisable and necessary. Statements substantiating the above



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kinds of action shall be included in Grantee's records and furnished to A.I.D. when the procurement is undertaken.

F. A.I.D. Financed Export Opportunities Bulletin

For commodities costing \$25,000 or more to be procured from the United States, Grantee shall prepare and submit to A.I.D. notice(s) of prospective procurement for publication in the A.I.D. Export Opportunities Bulletin. Each notice shall (1) describe generically the commodities to be procured, (2) provide an address in the United States where more detailed information may be obtained by interested parties, and (3) state that procurement will begin 45 days (or such later date as Grantee may desire) after publication of notice.

G. Marking Requirements

The Grantee shall insure that all major commodities financed under this grant are marked with the official A.I.D. ("clasped hands") emblem, except as A.I.D. may otherwise approve in writing.

H. Procurement Documentation

Grantee's records shall include copies of all solicitations made for bids or quotations for commodities procured under this grant; all quotations or bids received; suppliers commercial invoices; and as applicable, other pertinent documents related to procurement, e.g., bills of lading or other evidence of shipment, including insurance; sales and service contracts or agreements; and Grantee's documentation for proprietary procurement and procurement at other than the lowest price pursuant to paragraph E above.

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DISBURSEMENT PROCEDURES

Federal Reserve Letter of Credit

A. FRLC Procedures

1. After arranging with a commercial bank of its choice and obtaining the name and address of the Federal Reserve Bank or branch serving the commercial bank and the bank account name and/or number, the Grantee shall request the A.I.D. Controller (FM/PAD) to open a Federal Reserve Letter of Credit (FRLC). Grantee shall submit to the A.I.D. Controller three (3) originals of Form SF 1194, "Authorized Signature Card for Payment Vouchers on Letter of Credit," signed by those official(s) authorized to sign payment vouchers against the FRLC and by an official of the institution who has authorized them to sign.
2. The Grantee shall receive one (1) certified copy of the FRLC.
3. The Grantee shall confirm with his commercial bank that the FRLC has been opened and that funds are available as needed.
4. Funds drawn by the Grantee against the FRLC shall be only in such amounts as may be needed to meet current allowable expenditures necessary for the performance of this grant agreement and drawdowns shall be made as close to the Grantee's actual daily disbursements as is administratively feasible. In pursuance thereof, the Grantee agrees to take all practicable steps and use its best efforts to initiate each drawdown at approximately the same time that checks are issued by it in payment of allowable costs, and in amount approximately equal to the share thereof authorized to be financed by advances under the FRLC. Drawdowns shall not ordinarily be made more frequently than daily, or be in amounts less than \$5,000 or more than \$5,000,000.

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In no event shall the accumulated total of funds withdrawn for the account of this grant against such FRLC exceed the amount of funds allocated to and obligated under this grant.

5. To receive payment, the Grantee shall:

- (a) Periodically, although normally not during the last five (5) days of the month, prepare payment vouchers (Form TUS 5401) in an original and three (3) copies signed by the authorized official(s) whose signature appear on the SF 1194 signature cards.
- (b) Present the original and duplicates and triplicate of the TUS 5401 to his commercial bank.

B. Documentation for A.I.D. Controller

- 1. Grantee will submit to the Office of the Controller (FM/PAD), A.I.D., Washington, D. C., 20523, on a quarterly basis, a certified original and three copies of Standard Form 269, covering each category of expense shown in Appendix A of the grant for the period covered by the voucher and cumulatively since the inception of the grant.
- 2. In addition, Grantee shall submit an original and 2 copies of SF 272 "Federal Cash Transactions" due within 15 days after the end of the reporting quarter for advances totaling less than \$1 million and 15 working days after the end of each month for advances totaling more than \$1 million per year. Grantee's cash needs for the ensuing period (i.e., quarter or month shall be explained under the "Remarks" section of the SF 272). (Sample copies of Standard Forms 269 and 272 are attached.)

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FEDERAL CASH TRANSACTIONS REPORT

(See instructions on the back. If report is for more than one grant or assistance agreement, attach completed Standard Form 272-A)

Approved by Office of Management and Budget, No 80-RO182

2. RECIPIENT ORGANIZATION

Name

Number and Street

City, State and ZIP Code

1. Federal sponsoring agency and organizational element to which this report is submitted

4. Federal grant or other identification number

5. Recipient's account number or identifying number

6. Letter of credit number

7. Last payment voucher number

Give total number for this period

8. Payment Vouchers credited to your account

9. Treasury checks received (whether or not deposited)

10. PERIOD COVERED BY THIS REPORT

FROM (month, day, year)

TO (month, day year)

3. FEDERAL EMPLOYER IDENTIFICATION NO.

11. STATUS OF

FEDERAL

CASH

(See specific instructions on the back)

a. Cash on hand beginning of reporting period

\$

b. Letter of credit withdrawals

c. Treasury check payments

d. Total receipts (Sum of lines b and c)

e. Total cash available (Sum of lines a and d)

f. Gross disbursements

g. Federal share of program income

h. Net disbursements (Line f minus line g)

i. Adjustments of prior periods

j. Cash on hand end of period

\$

12. THE AMOUNT SHOWN ON LINE 11J, ABOVE, REPRESENTS CASH REQUIREMENTS FOR THE ENSUING

Days

13. OTHER INFORMATION

a. Interest income

\$

b. Advances to subgrantees or subcontractors

\$

14. REMARKS (Attach additional sheets of plain paper, if more space is required)

15. CERTIFICATION

I certify to the best of my knowledge and belief that this report is true in all respects and that all disbursements have been made for the purpose and conditions of the grant or agreement

AUTHORIZED CERTIFYING OFFICIAL

SIGNATURE

DATE REPORT SUBMITTED

TYPED OR PRINTED NAME AND TITLE

TELEPHONE

(Area Code)

(Number)

(Extension)

THIS SPACE FOR AGENCY USE

12

FINANCIAL STATUS REPORT

(Follow instructions on the back)

1. FEDERAL AGENCY AND ORGANIZATIONAL ELEMENT TO WHICH REPORT IS SUBMITTED	2. FEDERAL GRANT OR OTHER IDENTIFYING NUMBER	OMB Approved No 80-RO180	PAGE OF	PAGES
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3. RECIPIENT ORGANIZATION (Name and complete address, including ZIP code)	4. EMPLOYER IDENTIFICATION NUMBER	5. RECIPIENT ACCOUNT NUMBER OR IDENTIFYING NUMBER	6. FINAL REPORT <input type="checkbox"/> YES <input type="checkbox"/> NO	7. BASIS <input type="checkbox"/> CASH <input type="checkbox"/> ACCRUAL
	8. PROJECT/GRANT PERIOD (See instructions)		9. PERIOD COVERED BY THIS REPORT	
	FROM (Month, day, year)	TO (Month, day, year)	FROM (Month, day, year)	TO (Month, day, year)

10. STATUS OF FUNDS

PROGRAMS/FUNCTIONS/ACTIVITIES ▶	(a)	(b)	(c)	(d)	(e)	(f)	TOTAL (g)
a. Net outlays previously reported	\$	\$	\$	\$	\$	\$	\$
b. Total outlays this report period							
c. Less: Program income credits							
d. Net outlays this report period (Line b minus line c)							
e. Net outlays to date (Line a plus line d)							
f. Less: Non-Federal share of outlays							
g. Total Federal share of outlays (Line e minus line f)							
h. Total unliquidated obligations							
i. Less: Non-Federal share of unliquidated obligations shown on line h							
j. Federal share of unliquidated obligations							
k. Total Federal share of outlays and unliquidated obligations							
l. Total cumulative amount of Federal funds authorized							
m. Unobligated balance of Federal funds							

11. INDIRECT EXPENSE	a. TYPE OF RATE (Place "X" in appropriate box) <input type="checkbox"/> PROVISIONAL <input type="checkbox"/> PREDETERMINED <input type="checkbox"/> FINAL <input type="checkbox"/> FIXED				
	b. RATE	c. BASE	d. TOTAL AMOUNT	e. FEDERAL SHARE	

13. CERTIFICATION
I certify to the best of my knowledge and belief that this report is correct and complete and that all outlays and unliquidated obligations are for the purposes set forth in the award documents.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL	DATE REPORT SUBMITTED
TYPED OR PRINTED NAME AND TITLE	TELEPHONE (Area code, number and extension)

12. REMARKS: Attach any explanations deemed necessary or information required by Federal sponsoring agency in compliance with governing legislation.

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ADMINISTRATIVE AND OTHER PROVISIONS

A. Reports to Office of American Schools and Hospitals Abroad

As a condition of accepting this grant, Grantee agrees to keep the Office of American Schools and Hospitals Abroad (ASHA) informed of its activities toward accomplishing the purposes of this grant as well as its successes and problems as an American founded or sponsored institution overseas. To this end, Grantee agrees, pursuant to the provisions set forth below, to submit to ASHA

- quarterly reports of grant expenditures,
- quarterly progress reports on capital improvements, and
- an annual institutional report.

Grantee should bear in mind that failure to submit the reports enumerated above could lead to suspension of disbursement of funds by A.I.D.

1. Quarterly Report of Grant Expenditures*

Grantee shall submit to ASHA a quarterly report of grant expenditures as illustrated in the attached format, (See Attachment A). Two copies of this report shall be submitted within 15 days following the end of each quarter of the calendar year, until the (1) expiration date of the grant, (2) total expenditure of grant funds, (3) completion of the purpose of the grant, or (4) termination of the grant, whichever is earliest. This report is separate from and additional to expenditure reports submitted with disbursement vouchers prepared pursuant to the Disbursement Provisions of this grant.

2. Quarterly Progress Report on Capital Improvements

If the Special Provisions of this Grant (Appendix A) provide

* Standard Form 269 acceptable for submission of Quarterly Report which is due even if no grant disbursements were made during the quarter.

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funding for construction, commodity procurement or other capital improvements, Grantee shall submit two copies of a progress report within 15 days following the end of each quarter of the calendar year. The reports should include the following information and may be consolidated into one quarterly report, as applicable.

a) Construction Progress

The status of planning, contracting, construction, and related procurement by a fixed or unit price contractor should be reported in full. Each report should show the percentage of completion of each major segment of work, e.g. final architectural-engineering planning, excavation, structural work, mechanical work, electrical work, etc., and should indicate how the rate of work compares with the progress schedule adopted at the inception of the project. The progress schedule should be included in each report, along with any revisions made in the schedule and the reasons for such revisions. As applicable, one or more photographs should be included showing the work in progress. The report should include a statement of utilization of funds for the project and should separately identify both grant funds and any other funds financing the project, as applicable. The report should inform ASHA of any current or potential problems affecting the character and progress of the work and steps taken, or which are to be taken, to resolve them.

b) Commodity Procurement

Commodity procurement undertaken during the reporting period by the Grantee or Grantee's procurement agent, excluding procurement undertaken by a fixed or unit price construction contractor, should be reported as follows:

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Description and Amount of Commodities Procured	Price	Number of Quotations/ Bids*	Lowest Price (yes, no)	Place of Purchase (U.S., local country)
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* Indicate any proprietary procurement with a "P" (See the grant provisions relating to Procurement of Commodities for information regarding proprietary procurement.)

3. Annual Institutional Report

Grantee shall submit an Annual Institutional Report informing ASHA of significant activities, accomplishments, problems, plans for the future, and the contribution this grant is making to Grantee's educational and/or medical endeavors. The report should cover the goals of the institution as well as the assumption on which the goals are based; changes, improvements or setbacks in the academic or medical programs; local and international developments or trends affecting operations; administration; staffing; budget and finance. Three copies of the report should be submitted to ASHA for each 12 month period, covered in whole or part by the term of the grant, at such times as is most relevant in terms of Grantee's academic or fiscal year.

B. Records and Books of Account - Right of Inspection

The Grantee shall keep full and complete records and books of account, in accordance with generally accepted accounting principles, covering financial details applicable to this grant. A.I.D. and the Comptroller General of the United States, or any of their authorized representatives, shall have the right to examine, audit and copy, at all reasonable times, all such records and books of

account, and all other documents or reports, pertaining to the grant. All such books and records shall be maintained by Grantee for at least three years after the date of the last disbursement by A.I.D.

C. Reimbursement to A.I.D.

a) In the case of any disbursement which is not supported by valid documentation in accordance with this agreement, or which is not made or used in accordance with this agreement, or which was for goods or services not used in accordance with this agreement, A.I.D., notwithstanding the availability or exercise of any other remedies under this agreement, may require the Grantee to refund the amount of such disbursement in U.S. Dollars to A.I.D. within sixty (60) days after receipt of a request therefor.

b) If the failure of Grantee to comply with any of its obligations under this agreement has the result that goods or services financed under the grant are not used effectively in accordance with this agreement, A.I.D. may require the Grantee to refund all or any part of the amount of the disbursements under this agreement for such goods or services in U.S. Dollars to A.I.D. within sixty days after receipt of a request therefor.

c) The right under subsection (a) or (b) to require a refund of a disbursement will continue, notwithstanding any other provision of this agreement, for three years from the date of the last disbursement under this agreement.

d) (1) Any refund under subsection (a) or (b), or (2) any refund to A.I.D. from a contractor, supplier, bank or other

third party with respect to goods or services financed under the grant, which refund relates to an unreasonable price for or erroneous invoicing of goods or services, or to goods that did not conform to specifications, or to services that were inadequate, will (A) be made available first for the cost of goods and services required for the project, to the extent justified, and (B) the remainder, if any, will be applied to reduce the amount of the grant.

D. Non-Liability

A.I.D. disclaims all liability with respect to any claims arising out of or connected with activities supported by this grant.

E. Equal Opportunity

Grantee's employment practices with regard to U.S. nationals shall provide equality of opportunity without regard to race, religion, sex, color or national origin. Further, in the carrying out of its educational and/or medical program, Grantee agrees that no person shall, on the grounds of race, religion, sex, color or national origin, be excluded from participation, be denied benefits, or be otherwise subject to discrimination.

The above shall not be construed to require enrollment of students of both sexes at an educational institution enrolling boys or girls only.

F. Covenant Against Contingent Fees

The Grantee warrants that no person or selling agent has been employed or retained to solicit or secure this grant upon agreement or understanding for a commission, percentage, brokerage, or contingent fee. For breach or violation of this warranty, A.I.D. shall have the

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right to cancel this grant without liability or, in its discretion, to deduct from the grant amount, or otherwise recover, the full amount of each commission, percentage, brokerage, or contingent fee.

G. Officials Not to Benefit

No member or delegate to the Congress or resident commissioner shall be admitted to any share or part of this grant or to any benefit that may arise therefrom.

H. Termination

A.I.D. may revoke this grant at any time for the convenience of the United States Government by giving written notice to such effect to the Grantee. Upon receipt of and in accordance with such notice, Grantee shall take appropriate action to minimize all expenditures and cancel outstanding obligations financed by this grant wherever possible. Grantee shall be reimbursed for all obligations incurred prior to the date of termination which have not been cancelled and which it has made in accordance with the provisions of this grant. Grantee shall refund to A.I.D. any unexpended and/or non-obligated portion of the funds which have been disbursed to the Grantee by A.I.D. within ninety (90) days after the termination of this grant. In addition, upon such termination A.I.D. may, at A.I.D.'s expense, direct that title to goods financed under the grant be transferred to A.I.D. if the goods are from a source outside the country in which Grantee's institution is located, are in a deliverable state and have not been offloaded in ports of entry of the country in which Grantee's institution is located.

I. Notices

Any notice given by any of the parties hereto shall be sufficient only if in writing and delivered to the following:

To A. I. D.
Office of American Schools and Hospitals Abroad
Agency for International Development
Washington, D.C. 20523

To Grantee

Name and address as set forth on the cover page of this grant, or such other address as either of the parties shall have designated by notice given as herein required. Notices hereunder shall be effective when delivered in accordance with this clause or on the effective date of the notice, whichever is later. All such communications will be in English, unless the parties otherwise agree in writing.

J. Subordinate Agreements

The placement of subordinate agreements (e.g. leases, options, etc.), grants, or contracts with other organizations, firms or institutions and the provisions of such subordinate agreements are subject to prior written consent of A.I.D. if they will be funded hereunder and if A.I.D. so notifies the Grantee in writing that it desires to exercise this right. In no event shall any such subordinate agreement, grant, or contract be on a cost-plus-a-percentage-of-cost basis. Subordinate contractors (including suppliers) shall be selected on a competitive basis to the maximum practicable extent consistent with the obligations and requirements of this grant.

K. Title to and Use of Property

(a) Title to all property financed under this grant shall vest in the Grantee or the beneficiary institution.

(b) The Grantee agrees to use and maintain the property for the purpose of the grant in accordance with the requirement of this agreement, for the extent of its useful life, unless A.I.D. shall agree otherwise in writing.