

CONTRACT/AGREEMENT DATA SHEET	B 20179	1. M/SER/AAM/A/SUP Action Monitor MSM	2. Date PIO/T Received in M/SER/AAM/A/SUP 05 / 25 / 88
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COMPLETE EACH BLOCK FOR BOTH NEW ASSISTANCE / ACQUISITION AND MODIFICATION ACTIONS

1. Contract/Agreement/Number <u>OTR-0500-A-00-8278-00</u>	4. Contractor/Recipient Name <u>La Leche Foundation League International</u>	6. Project Title <u>Child Survival Grant with La Leche International</u>	8. Project Officer's Name <u>J. McEnaney</u>
		5. Contractor Acronym <u>La Leche</u>	7. Project Number <u>938-0500</u>
		9. Bureau or USAID Symbol <u>FVA/PVC</u>	

10. PIO/T Number <u>8381706</u>	21. Budget Plan Code <u>EDCA88-13810-KG11</u>
11. TYPE OF ACTION <input type="checkbox"/> A. New Acquisition/Assistance <input checked="" type="checkbox"/> B. Amendment/Modification 1. New/Revised Scope 2. Funded Extension 3. No Cost Extension 4. Transfer of action from AID/W to Mission/Mission to AID/W 5. Incremental Funding 6. Overhead Rate Adjustment 7. Contract Closeout 8. Other C.FPR or FAR <u>HB 13</u>	22. Country or Region of Performance <u>Guatemala + Honduras</u> 23. A. This Action Increases or Decreases TEC by \$ <u>-0-</u> B. Total Estimated Cost of Contractual Document \$ <u>288,400</u> 24. Amount of Non-Federal Funds Pledged to the Project <u>75,120</u>

12. Amount of this PIO/T OBL U.S. \$ <u>288,400</u>	25. Effective Date of this Action <u>9 / 20 / 88</u>
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13. Amount <input checked="" type="checkbox"/> Obligated <input type="checkbox"/> Subobligated <input type="checkbox"/> Deobligated by this Contract or Amendment U.S. \$ <u>288,400</u>	26. Estimated Completion/Expiration Date <u>9 / 19 / 92</u>
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14. Cumulative Obligation (Life of Contract) U.S. \$ <u>288,400</u>	27. Contractor DIINS Number <u>C5-106-5043</u>
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15. This Action Funded Through <u>9 / 19 / 92</u>	28. Consultant Type Award <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
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16. Date Contractual Documents Signed by AID Official <u>9 / 23 / 88</u>	29. Number of Person Months (PASA/RSSA only) <u>N/A</u>
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17. Incrementally Funded Contracts <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	30. Number of Persons (PASA/RSSA only) <u>N/A</u>
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18. Host Country/Counterpart Institution (University Contracts) <u>N/A</u>	31. CONTRACT TYPE A. Fixed Fee (specify: <input type="checkbox"/> FFP <input type="checkbox"/> FPRD <input type="checkbox"/> FPEPA <input type="checkbox"/> FPI) <input checked="" type="checkbox"/> B. Cost Reimbursement (specify: <input type="checkbox"/> CR <input type="checkbox"/> CPFF <input type="checkbox"/> CS <input type="checkbox"/> CPAF <input type="checkbox"/> CPIF) <input type="checkbox"/> C. IQC and Requirements Contracts <input type="checkbox"/> D. Grant/CA/PASA/RSSA <input type="checkbox"/> E. Contracts with Individuals
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20. ADVANCE <input type="checkbox"/> A. No Advance <input type="checkbox"/> B. Advance Non-FRLC <input checked="" type="checkbox"/> C. Advance FRLC	32. Negotiator's Typed Name <u>Loretta King</u>
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35. Contract/Grant Officer's Organization Symbol <u>W/MS</u>	33. Negotiator's Signature <u>Loretta King</u>	34. Date Signed <u>9 / 23 / 88</u>
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36. Contract/Grant Officer's Signature <u>CR Edwards</u>	37. Date Signed <u>9 / 23 / 88</u>
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ENTERED OCT 10 1988 COORS SECTION

38. 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 -Bacon Act
(Most AID Contracts)

E

*Equipment, Supplies, Materials, and Commodities

39. Country of Manufacture

N/A

40. CURRENCY INDICATOR

- A. U.S. Dollar
- B. Local Currency
- C. Combination
- D. Unfunded

A

41. SUBCONTRACTS

Is there a provision for a subcontract? *(Contracts only)*

YES NO

42. TYPE OF SERVICE

- A. Training of Participants
- B. Technical Assistance to Host Country
(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

B

43. CONTRACT/AGREEMENT SOURCE

- A. U.S. Contractor/Grantee
- B. Non-U.S. Contractor/Grantee
- C. Combination of A & B

A

44. TYPE OF AMERICAN OWNERSHIP

(U.S. Persons or Firms Only)

- Minority
- A. Asian/Pacific Islander
 - B. Black American
 - C. American Aleuts or Eskimos
 - D. American Indian
 - E. Hispanic

G

G. Non-Minority

45. METHOD OF SOLICITATION

- A. Sealed Bid
- B. Competitive Proposal
- C. Combination/Competition
- D. Other Competition
- E. Noncompetitive

B

46. LABOR SURPLUS AREA PREFERENCE

- Labor Surplus Area
- A. No Preference
- B. Tie Bid Preference
- C. Total Set Aside
- D. Not a Labor Surplus Area Preference Award

D

47. TYPE OF BUSINESS

- A. Source: Non-U.S. and Used Outside U.S. & Possessions
- B. Source: Non-U.S. and Possessions
*(Foreign Purchases Used Inside U.S.)
(If U.S. Source, complete C through Q)*
- C. Firm - Profit Making & PSC's
- Non-Profit Organizations
- D. Private Educational Organizations
- E. Hospitals
- F. Research Institutions, Foundations, and Laboratories
- G. Other

F

- Private Voluntary Organizations
- H. U.S. Registered
- I. U.S. Non-Registered
- J. Foreign

- State/Local Government
- K. Educational Institutions
- L. Hospitals
- M. Research Organizations
- N. Other

- O. International Agricultural Research Organizations
- P. Public International Organizations
- Q. U.S. Cooperatives

48. Women Owned Business?

YES NO

49. TYPE OF AWARD

- Small Business
- A. Not Set Aside
- B. Partial Set Aside
- C. Total Set Aside
- Other Than Small Business
- D. Personal Service Contract
- E. Individual Non-Personal Service Contract
- F. U.S. Government
- G. University
- H. Non-Profit Organizations and PVOs
- I. Large Businesses

H

50. Paying Office:

Payment will be made by

DEM / FA / PAFD

AGENCY FOR INTERNATIONAL DEVELOPMENT
WASHINGTON, D.C. 20523

SEP 23 1988

ORIGINAL

Ms. Viola Lennon
Director
Funding Development Department
La Leche League International
9616 Minneapolis Avenue
P.O. Box 1209
Franklin Park, IL. 60131-8209

ORIGINAL

SUBJECT: Cooperative Agreement No. OTR-0500-A-00-8278-00

Dear Ms. Lennon:

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 provides to La Leche League International (hereinafter referred to as "LLLI" or "Recipient") the sum of \$288,400 to provide support for the Recipient under A.I.D.'s Child Survival Program as more fully described in the Enclosure 1 of this Cooperative Agreement entitled "Schedule" and Enclosure 2 entitled "Program Description."

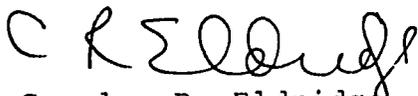
This Cooperative Agreement is effective September 20, 1988 and shall apply to commitments made by the Recipient in furtherance of program objectives from the period September 20, 1988 through the estimated completion date of September 19, 1992.

This Cooperative Agreement is made to the Recipient on condition that the funds will be administered in accordance with the terms and conditions as set forth in Enclosure 1 entitled "Schedule," Enclosure 2 entitled "Program Description," and Enclosure 3 entitled "Standard Provisions," which have been agreed to by your organization.

ORIGINAL

Please acknowledge receipt of this Cooperative Agreement by signing all copies of this Cover Letter, retaining one set for your files, and returning the remaining copies to the undersigned.

Sincerely,



Carolyn R. Eldridge
Grant Officer
Management Services Branch
Office of Procurement

Enclosures:

1. Schedule
2. Program Description
3. Standard Provisions

ACCEPTED BY: La Leche League International

Betty Wagner
TYPED NAME: Betty Wagner

TITLE: Executive Director

DATE: October 11, 1988

FISCAL DATA:

PIO/T NO.: 8381706
APPROPRIATION NO.: 72-1181021.3
ALLOTMENT NO.: 847-38-099-00-76-81
BUDGET PLAN CODE: EDCA-88-13810 KG11
THIS OBLIGATION: \$288,400
TOTAL OBLIGATION: \$288,400
TOTAL ESTIMATED AMOUNT: \$288,400
TECHNICAL OFFICE: FVA/PVC, John McEnaney
DUNS NO.: 05-106-5043
Employer's ID No.: 36-2514518
DOC #: 6303c

FUNDS AVAILABLE

BW
SEP 26 1988

4190
Program Acctg Fin Division
Office of Financial Management

SCHEDULE

A. Purpose of Cooperative Agreement

The purpose of this Cooperative Agreement is to provide support for LLLI who will provide nutrition counseling to mothers in Guatemala and Honduras which includes breastfeeding, adequate weaning, and dietary management of diarrhea. This is more specifically described in Enclosure 2 to this Cooperative Agreement entitled "Program Description." The Recipient's proposal is hereby incorporated by reference. In the event of an inconsistency between the Recipient's proposal, the program description, and this schedule; the schedule and then the program description shall take precedence.

B. Period of Cooperative Agreement:

1. The period of this Cooperative Agreement is September 20, 1988 through September 19, 1992.

2. Funds obligated hereunder are available for the period September 20, 1988 through September 19, 1992.

C. Amount of Cooperative and Payment:

1. The total estimated amount of this Cooperative Agreement for the period shown in B.1 is \$288,400.

2. AID hereby obligates the amount of \$288,400 for the purposes of this Cooperative Agreement for the period cited in paragraph B.2 above and as shown in the budget below.

3. Payment shall be made to the Recipient in accordance with procedures set forth in Enclosure 3 - Standard Provision, entitled "Payment - Periodic Advance."

D. Budget: The following is the Budget for this Cooperative Agreement. The Recipient may not exceed the total estimated amount or the obligated amount, whichever is less (see Part C above).

Line Items	A.I.D. FR: 9/20/88 TO: 9/19/92	LLLI FR: 9/20/88 TO: 9/19/92	TOTAL
Staff/Consultants	\$168,820	\$ -0-	\$168,820
Travel and Per Diem	30,664	-0-	30,664
Equipment & Supplies	8,800	10,800	19,600
Other Direct Costs	45,146	-0-	45,146
Headquarters Costs	34,970	64,320	99,290
Total	\$ 288,400	\$ 75,120	\$363,520

Notes To Budget:

1. Flexibility: The Recipient is allowed 5% flexibility among line items in the budget.

2. Cost-Sharing Arrangement: The Recipient has agreed to expend from their non-Federal cash funds by the end of the life-of-program (LOP) period the amount of at least equal to 25% of total expenditures as indicated in the total cost-share/match expenditures specified in the Recipient Share column of the budget above. The Recipient is required to meet the requirements of the Standard Provision of this Agreement entitled "Cost Sharing/Matching". The Recipient is required to report in their annual reports and in their incremental funding letters the total amount of cost-sharing/matching to date. Although the Recipient is required to cost share match on a life-of-program basis, they are also expected to expend those funds on a pro rata basis per year and not wait until the last year of the agreement to expend their cost share match.

3. Procurement: The Recipient is expected to use their own private cost-share/matching funds for all procurement of nonexpendable property estimated at over \$500 each and also for all non-U.S. procurements. This alleviates the requirement for a source/origin waiver and also places the title to property completely in the Recipient's name.

E. Substantial INvolvement:

1. Countries: The following countries are approved for direct in-country program support under the Cooperative Agreement:

Honduras
Guatemala

2. The Recipient will carry out the following activities:

- (a) Submit a detailed implementation plan for each country program by February 15, 1989 in accordance with FVA/PVC guidelines.
- (b) Submit to FVA/PVC by February 15, 1989 a detailed evaluation which will clearly define the: (a) objectives and outputs that each project will be held accountable for; (b) the specific indicators that will be used to measure program success in reaching objectives and outputs; (c) mechanisms for collecting data, i.e., surveys, sentinel systems, etc.; (d) manpower and other resources needed for carrying out monitoring and evaluation activities with a revised budget. The plan should include scheduled reports, internal and external evaluations, etc.

F. Reporting:

1. Financial Reporting:

a. Financial reporting requirements shall be in accordance with the method of payment Standard Provision cited in Paragraph C above.

b. The original and two copies of all financial reports shall be submitted to AID, Office of Financial Management, Program Accounting and Finance Division (FM/PAFD), Washington, D.C. 20523. In addition, one copy of all financial reports shall be submitted to the Technical Office specified in the Cover Letter of this Cooperative Agreement.

2. Program Performance Reporting:

a. Annual Report: Ten copies of the Annual Report will be submitted to the AID/FVA/PVC Project Officer on October 15, 1989 and annually thereafter which will include a description of inputs, outputs, progress to date, constraints, and highlights from the preceding year. Annual reports will describe project activities and LLLI's financial contribution to the project. "PVO Annual Reporting Guidelines" is provided for illustrative purposes. (AID/FVA/PVC is in the process of submitting this guidance format to the Office of Management and Budget (OMB) for their clearance. Once OMB clearance is given the suggested format will be required).

7

b. Final Report; The last Annual Report is the Final Report. This will be due 30 days prior to the project completion date. All work to be charged to this Agreement, including the preparation of the Final Report, must be completed prior to the expiration date of this Agreement.

c. The annual and final report will include the following:

(1) A comparison of actual accomplishments with the goals established for the period, the findings of the investigator, or both. If the output of programs or projects can be readily quantified, such quantitative data should be related to cost data for computation of unit costs.

(2) Reasons why established goals were not met.

(3) Other pertinent information including, when appropriate, analysis and explanation of cost overruns or high unit costs.

d. Between the required performance reporting dates, events may occur that have significant impact upon the program. In such instances, the Recipient shall inform AID as soon as the following types of conditions become known:

(1) Problems, delays, or adverse conditions that will materially affect the ability to attain program objectives, prevent the meeting of time schedules and goals, or preclude the attainment of project work units by established time periods. This disclosure shall be accompanied by a statement of the action taken, or contemplated, and any AID assistance needed to resolve the situation.

(2) Favorable developments or events that enable time schedules to be met sooner than anticipated or more work units to be produced than originally projected.

e. One copy of each program performance report shall be submitted to the Technical Office specified in the Cover Letter of this agreement.

3. Mid-Term Evaluation: A mid-term evaluation conducted by LLLI will be scheduled around 18 months of program implementation. FVA/PVC may provide an external consultant to

8

participate in this evaluation. The result of this evaluation will be forwarded to FVA/PVC as well as included in the Second Year Annual Report.

4. Final Evaluation: A final independent evaluation in collaboration with A.I.D. will be carried out in the final year of the program to evaluate program effectiveness and impact. The final evaluation will be submitted to A.I.D. 90 days prior to the expiration date of the agreement with a description of inputs used, outputs achieved and program effectiveness/impact.

G. Special Provisions:

1. Deviation to the Standard Provision entitled "Air Travel and Transportation."

As shown in paragraph (1) of this Standard Provision, delete the following:

"The Grantee is required to present to the project officer for written approval an itinerary for each planned international trip financed by this grant, which shows the name of the traveler, purpose of the trip, origin/destination (and intervening stops), and dates of travel, as far in advance of the proposed travel as possible, but in no event at least three weeks before travel is planned to commence,"

and in lieu thereof substitute the following:

"Advance notification and approval by the project officer of the Recipient's travel intentions overseas is waived for this Agreement. All other terms and conditions of this Standard Provision remain unchanged."

2. Authorized Geographic Codes for Procurement

(a) Procurement under this program will follow the general order of precedence as necessary to effectively implement the program. No procurement in Code 935 or of restricted commodities is anticipated under this program.

(b) Should an unanticipated Code 935 and/or restricted procurement become necessary, the Recipient should use its own private share of the grant match for this purpose. Written verification when this is the Recipient's intention, is to be sent to the A.I.D./FVA/PVC Project Office for concurrence and forwarding to the Grant Officer.

9

PROGRAM DESCRIPTION

GOAL

To reduce infant mortality in Guatemala through breastfeeding.

OBJECTIVES

- I To develop a 20 member advisory council in Guatemala and meet monthly.
- II To conduct 48 breastfeeding awareness campaigns in Guatemala, 12 each year.
- III To recruit and train 120 community volunteer breastfeeding advocates
 - 20 first year
 - 30 second year
 - 30 third year
 - 40 fourth year
- IV To establish 60 La Leche League Breastfeeding Support Groups in Guatemala.
 - 15 first year
 - 15 second year
 - 15 third year
 - 15 fourth year
- V To provide information and support to 600 new mothers in Guatemala via La Leche League breastfeeding advocates and breastfeeding support groups.
 - 150 first year
 - 150 second year
 - 150 third year
 - 150 fourth year
- VI To conduct four annual LLL Breastfeeding Conferences in Guatemala.

Section C.2.
Guatemala

The priority population for the project is infants under the age of one year. In Guatemala, there are 330,000 infants.

**Section C.3.
Ecuador**

I The 20 member Advisory Council will integrate La Leche League in Guatemala with a representative of each agency/project in order to develop mutual awareness, share resources, develop community awareness, and generally support the Child Survival Mission. The Advisory Council will also assist in seeking in-country funding sources to ensure the future of the project.

II MONTHLY BREASTFEEDING Awareness campaigns will be managed by the Advisory Council and be a national effort focusing La Leche League as the contact agency.

III Recruitment of volunteer breastfeeding advocates by La Leche League Leaders will take place within the La Leche League group setting. Training will be augmented by the Advisory Council in such areas as community service awareness, referral techniques, resource development, and other areas of concern in breastfeeding advocacy.

IV Establishing 60 La Leche League breastfeeding support groups will broaden La Leche League's presence in Guatemala therefore making its service more accessible to mothers. Each new breastfeeding support group will have a breastfeeding advocate trained in local community service awareness and referral techniques.

V Providing support to 600 Guatemalan mothers via La Leche League Leaders/breastfeeding advocates and breastfeeding support groups will increase the mothers' chance of utilizing other community/health service agencies. The breastfeeding mother who receives support from her breastfeeding advocate will be properly referred to her local immunization clinic when the need arises.

VI Conducting four annual breastfeeding conferences in Guatemala will bring about information sharing among all Child Survival agencies, professionals and parents, and will increase community awareness of breastfeeding.

**Section C.4.
Guatemala**

The Country Coordinator recruited for Guatemala sits on the Board of Directors of the National Commission for Promotion of Breastfeeding in Guatemala. This Commission is represented by public and private segments of the service community concerned with breastfeeding. The Commission's main function is to initiate and lobby for legislation which encourages breastfeeding. La Leche League has an influential role in Guatemala's Ministries of Agriculture, Health and Education. Both public and private agencies contact La Leche League for speaking engagements and consultation on policies requiring

breastfeeding expertise. La Leche League is available to the media for interview and publication of technical information. The Guatemalan La Leche League Leaders have developed a community-wide spectrum of respect and support for their activities. Other agencies with which La Leche League maintains a relationship are: AID Program Development and Support, CARE, Project Hope, Peace Corps, UNICEF, ROCAP, Foster Plan, Mennonite Mission. The contacts nurtured by la Leche League over the past eleven years pave the way for an easily recruited advisory Council. Letters of support from future Advisory Council participants and supportive agencies are forthcoming.

Section C.5.
Guatemala

The resources of the community that will be incorporated into the project are:

1. The trained 120 community volunteer breastfeeding advocates;
2. Community Advisory members;
3. The local media;
4. Meeting space.

The trained community volunteer breastfeeding advocate will be trained to private sector resource development so as the La Leche League groups, when established will be owned by the community, and not La Leche League International. The independence and institutionalization of the groups depend on community ownership.

The priorities of the community can be expressed through the Advisory Council.

GOAL

TO REDUCE INFANT MORTALITY IN HONDURAS THROUGH BREASTFEEDING

OBJECTIVES

- I. TO DEVELOP A 20 MEMBER ADVISORY COUNCIL IN HONDURAS AND MEET MONTHLY.
- II. TO CONDUCT 48 BREASTFEEDING AWARENESS CAMPAIGNS IN HONDURAS, TWELVE EACH YEAR.

III. TO RECRUIT AND TRAIN 120 BREASTFEEDING ADVOCATES.

COMMUNITY VOLUNTEERS	20 first year
	30 second year
	30 third year
	40 fourth year

IV. TO ESTABLISH 60 LA LECHE LEAGUE BREASTFEEDING SUPPORT GROUPS IN HONDURAS.

	15 first year
	15 second year
	15 third year
	15 fourth year

V. TO PROVIDE INFORMATION AND SUPPORT TO 600 NEW MOTHERS IN HONDURAS VIA LA LECHE LEAGUE BREASTFEEDING ADVOCATES AND BREASTFEEDING SUPPORT GROUPS.

	150 first year
	150 second year
	150 third year
	150 fourth year

VI. TO CONDUCT FOUR ANNUAL LA LECHE LEAGUE BREASTFEEDING CONFERENCES IN HONDURAS.

C.2.

PRIORITY POPULATION

The priority population for the project is infants under the age of one year. In Honduras, there are 179,000 infants.

C.3.

LINKAGES

I. The 20 member Advisory Council will integrate La Leche League in Honduras with a representative of each agency/project in order to develop mutual awareness, share resources, develop community awareness, and generally support the Child Survival Mission. The Advisory Council will also assist in seeking in-country funding sources to insure the future of the project.

II. Monthly Breastfeeding Awareness campaigns will be managed by the Advisory Council and be a national effort focusing La Leche League as the contact agency.

III. Recruitment of volunteer breastfeeding advocates by La Leche League Leaders will take place within the La Leche League Group setting. Training will be augmented by the Advisory Council in such areas as community service awareness, referral techniques, resource development, and other areas of concern in breastfeeding advocacy.

13

IV. Establishing 60 La Leche League breastfeeding support groups will broaden La Leche League's presence in Honduras therefore making its service more accessible to mothers. Each new breastfeeding support group will have a breastfeeding advocate trained in local community service awareness and referral techniques.

V. Providing support to 600 Honduran mothers via La Leche League Leaders/breastfeeding advocates and breastfeeding support groups will increase the mothers' chance of utilizing other community/health service agencies. The breastfeeding mother who receives support from her breastfeeding advocate will be properly referred to her local immunization clinic when the need arises.

VI. Conducting four annual Breastfeeding Conferences in Honduras will bring about information sharing among all Child Survival Agencies, professionals, and parents, and will increase community awareness of breastfeeding.

C.4.

The Country Coordinator sits on the Board of Directors for PROALMA, Honduras' breastfeeding awareness promotion project. As PROALMA enters its final year of funding, it seeks to institutionalize its programs. La Leche League's role in this effort is to follow-up with peer support information given to mothers by PROALMA trained health professionals. La Leche League has also participated in Breastfeeding Awareness campaigns sponsored by PROALMA. The Country Coordinator, as La Leche League's representative, participated in a seminar on breastfeeding which brought together all agencies concerned with breastfeeding issues and infant mortality in Central America and Panama. La Leche League maintains contact for referral and resource exchange with the ministry of Health, specifically Health Sector I, Community Health and Self-Motivation Activity, Meals for Millions, HEALTHOOM, Save the Children Federation, Federation for Youth Development, Foster Parents Plan, Vermont Partners, Fehmue, and Overseas Education Fund. The Country Coordinator's activities with all these agencies is an initial phase in developing her Advisory Council.

Letters of support from future Advisory Council participants and supportive agencies are forthcoming.

C.5.

The resources of the community that will be incorporated into the project are:

1. The trained 120 community volunteer breastfeeding advocates;

2. Community Advisory members;
3. The local media;
4. Meeting space.

The trained community volunteer breastfeeding advocate will be trained in private sector resource development so as the La Leche League Groups, when established, will be owned by the community, not La Leche League International. The independence and institutionalization of the Groups depend on community ownership.

The priorities of the community can be expressed through the Advisory Council.

ADDITIONAL STANDARD PROVISIONS FOR
U.S., NONGOVERNMENTAL GRANTEES

The following standard provisions which have been checked are hereby incorporated into the grant/agreement.

- | | |
|---|-------------|
| 1. Payment - Letter of Credit | _____ |
| 2. Payment - Periodic Advance | _____X_____ |
| 3. Payment - Cost Reimbursement | _____ |
| 4. Air Travel and Transportation | _____X_____ |
| 5. Ocean Shipment of Goods | _____ |
| 6. Procurement of Goods and Services | _____X_____ |
| 7. AID Eligibility Rules for Goods and Services | _____X_____ |
| 8. Subagreements | _____ |
| 9. Local Cost Financing | _____ |
| 10. Patent Rights | _____ |
| 11. Publications | _____ |
| 12. Negotiated Indirect Cost Rates - Predetermined | _____ |
| 13. Negotiated Indirect Cost Rates - Provisional | _____ |
| 14. Regulations Governing Employees | _____ |
| 15. Participant Training | _____ |
| 16. Voluntary Population Planning | _____ |
| 17. Protection of the Individual as a Research Subject | _____ |
| 18. Care of Laboratory Animals | _____ |
| 19. Government Furnished Excess Personal Property | _____ |
| 20. Title to and Use of Property (Grantee Title) | _____X_____ |
| 21. Title to and Care of Property (U.S. Government Title) | _____ |
| 22. Title to and Care of Property (Cooperating Country Title) | _____ |
| 23. Cost Sharing (Matching) | _____X_____ |
| 24. Use of Pouch Facilities | _____ |
| 25. Conversion of United States Dollars to Local Currency | _____X_____ |

2. PAYMENT - PERIODIC ADVANCE (JANUARY 1988)

(This provision is applicable when the conditions for use of letter of credit cannot be met (including those pertaining to mixed dollar and local currency advances) and when the grantee meets the requirements of paragraph 1.0.6 of Handbook 13.)

(a) Periodic advances shall be limited to the minimum amounts needed to meet current disbursement needs and shall be scheduled so that the funds are available to the grantee as close as is administratively feasible to the actual disbursements by the grantee for program costs. Cash advances made by the grantee to secondary recipient organizations or the grantee's field organizations shall conform substantially to the same standards of timing and amount as apply to cash advances by A.I.D. to the grantee.

(b) Grantees shall maintain advances in interest bearing accounts. Advances of A.I.D. funds to subgrantees shall be maintained in interest bearing accounts.

(c) Grantees shall submit requests for advances at least monthly on SF-270, "Request for Advance or Reimbursement," in an original and two copies, to the address specified in the Schedule of this grant.

(d) The grantee shall submit one copy of SF-272, "Federal Cash Transactions Report," 15 working days following the end of each quarter to the payment office address specified in the schedule. Grantees receiving advances totaling more than \$1 million per year shall submit SF-272 on a monthly basis within 15 working days following the close of the month. Grantees shall report in the Remarks section of SF-272 the amount of cash advances in excess of thirty days requirement in the hands of subrecipients or the grantee's overseas field organizations and shall provide short narrative explanations of actions taken by the grantee to reduce the excess balances.

(e) A "Financial Status Report," SF-269, shall be prepared on an accrual basis by the grantee and submitted quarterly no later than 30 days after the end of the period in an original and two copies to the payment office specified in the schedule. If the grantee's accounting records are not normally kept on the accrual basis, the grantee shall not be required to

convert its accounting system, but shall develop such accrual information through best estimates based on an analysis of the documentation on hand. The final SF-269 must be submitted to the payment office within 90 days after the conclusion of the grant.

(f) If at any time, the A.I.D. Controller determines that the grantee has demonstrated an unwillingness or inability to: (1) establish procedures that will minimize the time elapsing between cash advances and the disbursement thereof, (2) timely report cash disbursements and balances as required by the terms of the grant, and (3) impose the same standards of timing of advances and reporting on any subrecipient or any of the grantee's overseas field organizations; the A.I.D. Controller shall advise the grant officer who may suspend or revoke the advance payment procedure.

(END OF STANDARD PROVISION)

4. AIR TRAVEL AND TRANSPORTATION (NOVEMBER 1985)

(This provision is applicable when any costs for air travel or transportation are included in the budget.)

(a) The grantee is required to present to the project officer for written approval an itinerary for each planned international trip financed by this grant, which shows the name of the traveler, purpose of the trip, origin/destination (and intervening stops), and dates of travel, as far in advance of the proposed travel as possible, but in no event at least three weeks before travel is planned to commence. At least one week prior to commencement of approved international travel, the grantee shall notify the cognizant U.S. Mission or Embassy, with a copy to the project officer, of planned travel, identifying the travelers and the dates and times of arrival.

(b) Travel to certain countries shall, at AID's option, be funded from U.S.-owned local currency. When AID intends to exercise this option, AID will, after receipt of advice of intent to travel required above, either issue a U.S. Government S.F. 1169, Transportation Request (GTR) which the grantee may exchange for tickets, or AID will issue the tickets directly. Use of such U.S.-owned currencies will constitute a dollar charge to this grant.

(c) All air travel and shipments under this grant are required to be made on U.S. 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.

(d) 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 reimburseable under this grant.

(e) U.S. flag air carrier service is considered available even though:

(1) Comparable or a different kind of service can be provided at less cost by a foreign air carrier;

(2) Foreign air carrier service is preferred by or is more convenient for the agency or traveler; or

(3) Service by a foreign air carrier can be paid for in excess foreign currency, unless U.S. flag air carriers decline to accept excess or near excess foreign currencies for transportation payable only out of such monies.

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19

5f) Except as provided in paragraph (b) of this section, U.S. flag air carrier service must be used for all Government-financed commercial foreign air travel if service provided by such carriers is available. In determining availability of a U.S. flag air carrier, the following scheduling principles should be followed unless their application results in the last or first leg of travel to or from the United States being performed by foreign air carrier:

(1) U.S. flag air carrier service available at point of origin should be used to destination or in the absence of direct or through service to the farthest interchange point on a usually traveled route;

(2) Where an origin or interchange point is not served by U.S. flag air carrier, foreign air carrier service should be used only to the nearest interchange point on a usually traveled route to connect with U.S. flag air carrier service; or

(3) Where a U.S. flag air carrier involuntarily reroutes the traveler via a foreign air carrier the foreign air carrier may be used notwithstanding the availability of alternative U.S. flag air carrier service.

(g) For travel between a gateway airport in the United States (the last U.S. airport from which the traveler's flight departs or the first U.S. airport at which the traveler's flight arrives) and a gateway airport abroad (that airport from which the traveler last embarks enroute to the U.S. or at which the traveler first debarks incident to travel from the U.S.), passenger service by U.S. flag air carrier will not be considered available:

(1) Where the gateway airport abroad is the traveler's origin or destination airport, and the use of U.S. flag air carrier service would extend the time in a travel status, including delay at origin and accelerated arrival at destination, by at least 24 hours more than travel by foreign air carrier:

(2) Where the gateway airport abroad is an interchange point, and the use of U.S. flag air carrier service would require the traveler to wait six hours or more to make connections at that point, or delayed departure from or accelerated arrival at the gateway airport in the U.S. would extend the time in a travel status by at least six hours more than travel by foreign air carrier.

(h) For travel between two points outside the U.S. the rules in paragraphs (d) through (f) of this section will be applicable, but passenger service by U.S. flag air carrier will not be considered to be reasonably available:

(1) If travel by foreign air carrier would eliminate two or more aircraft changes enroute;

(2) Where one of the two points abroad is the gateway airport (as defined in paragraph (g) of this section) enroute to or from the United States, if the use of a U.S. flag air carrier would extend the time in a travel status by at least six hours more than travel by foreign air carrier

including accelerated arrival at the overseas destination or delayed departure from the overseas origin as well as delay at the gateway airport or other interchange point abroad; or

(3) Where the travel is not part of a trip to or from the United States, if the use of a U.S. flag air carrier would extend the time in a travel status by at least six hours more than travel by foreign air carrier including delay at origin, delay enroute and accelerated arrival at destination.

(i) When travel under either paragraph (g) or (h) of this section involves three hours or less between origin and destination by a foreign air carrier, U.S. flag air carrier service will not be considered available when it involves twice such travel time or more.

(j) Nothing in the above guidelines shall preclude and no penalty shall attend the use of a foreign air carrier which provides transportation under an air transport agreement between the United States and a foreign government, the terms of which are consistent with the international aviation policy goals set forth at 49 U.S.C. 1502(b) and provide reciprocal rights and benefits.

(k) Where U.S. Government funds are used to reimburse the grantee's use of other than U.S. flag air 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 certificated air carrier was unavailable for the following reason(s)." (State appropriate reason(s) as set forth above).

(1) International Travel

(1) As used herein, the term "international travel" means travel to all countries other than those within the home country of the traveler. Travel outside the United States includes travel to the U.S. Trust Territories of the Pacific Islands.

(2) The grantee will be reimbursed for travel and the reasonable cost of subsistence, post differentials and other allowances paid to employees in an international travel status in accordance with the grantee's established policies and practices which are uniformly applied to federally financed and other activities of the grantee. The standard for determining the reasonableness of reimbursement for overseas allowance is the Standardized Regulations (Government Civilians, Foreign Areas), published by the U.S. Department of State, as from time to time amended. The most current subsistence, post differentials, and other allowances may be obtained from the grant officer.

(m) This provision will be included in all subgrants and contracts which require air travel and transportation under this grant.

(END OF STANDARD PROVISION)

6. PROCUREMENT OF GOODS AND SERVICES (November 1985)

(This provision is applicable when goods or services are procured under the grant.)

The grantee may use its own procurement policies and practices for the procurement of goods and services under this grant, provided they conform to all of AID's requirements listed below and the standard provision entitled "AID Eligibility Rules for Goods and Services."

(a) General Requirements:

(1) The recipient shall maintain a code or standards of conduct that shall govern the performance of its officers, employees or agents engaged in the awarding and administration of contracts using AID funds. No employee, officer or agent shall participate in the selection, award or administration of a contract in which AID funds are used, where, to that individual's knowledge, the individual or the individual's immediate family, partners, or organization in which the individual or the individual's immediate family or partners has a financial interest or with whom that individual is negotiating or has any arrangement concerning prospective employment. The recipients' officers, employees or agents shall neither solicit nor accept gratuities, favors or anything of monetary value from contractors or potential contractors. Such standards shall provide for disciplinary actions to be applied for violations of such standards by the recipients' officers, employees or agents.

(2) All procurement transactions shall be conducted in a manner to provide, to the maximum extent practical, open and free competition. The recipient should be alert to organizational conflicts of interest or noncompetitive practices among contractors that may restrict or eliminate competition or otherwise restrain trade. In order to ensure objective contractor performance and eliminate unfair competitive advantage, contractors that develop or draft specifications, requirements, statements of work, invitations for bids and/or requests for proposals should be excluded from competing for such procurements. Awards shall be made to the bidder/offeree whose bid/offer is responsive/responsible to the solicitation and is most advantageous to the recipient, price and other factors considered. Solicitations shall clearly set forth all requirements that the bidder/offeree must fulfill in order to be evaluated by the recipient. Any and all bids/offers may be rejected when it is in the recipient's interest to do so.

(3) All grantees shall establish procurement procedures that provide for, at a minimum, the following procedural requirements:

(i) Proposed procurement actions shall follow a procedure to assure the avoidance of purchasing unnecessary or duplicative items. Where appropriate, an analysis shall be made of lease and purchase alternatives to determine which would be the most economical practical procurement.

(ii) Solicitations for goods and services shall be based upon a clear and accurate description of the technical requirements for the material, product or service to be procured. Such a description shall not, in competitive procurements, contain features which unduly restrict competition. "Brand-name or equal" descriptions may be used as a means to define the performance of other salient requirements of a procurement and when so used the specific features of the named brand which must be met by bidders/offerors shall be clearly specified.

(iii) Positive efforts shall be made by the recipients to utilize small business and minority-owned business sources of supplies and services. Such efforts should allow these sources the maximum feasible opportunity to compete for contracts utilizing AID funds. To permit AID, in accordance with the small business provisions of the Foreign Assistance Act of 1961, as amended, to give United States small business firms an opportunity to participate in supplying commodities and services procured under this grant, the grantee shall to the maximum extent possible provide the following information to the Office of Small Disadvantaged Business Utilization, AID, Washington, D.C. 20523, at least 45 days prior (except where a shorter time is requested of and granted by the Office of Small and Disadvantaged Business Utilization) to placing any order or contract in excess of \$25,000:

(A) Brief general description and quantity of goods or services;

(B) Closing date for receiving quotations, proposals, or bids; and

(C) Address where solicitations or specifications can be obtained.

(iv) The type of procuring instruments used, e.g. fixed price contracts, cost reimbursable contracts, purchase orders, incentive contracts, shall be determined by the recipient but must be appropriate for the particular procurement and for promoting the best interest of the program involved. The "cost-plus-a-percentage-of-cost" method of contracting shall not be used.

(v) Contracts shall be made only with responsible contractors who possess the potential ability to perform successfully under the terms and conditions of a proposed procurement. Consideration shall be given to such matters as contractor integrity, record of past performance, financial and technical resources or accessibility to other necessary resources.

(vi) All proposed sole source contracts or where only one bid or proposal is received in which the aggregate expenditure is expected to exceed \$5,000 shall be subject to prior approval by an appropriate official within the grantee's organization.

(vii) Some form of price or cost analysis should be made in connection with every procurement action. Price analysis may be accomplished in various ways, including the comparison of price quotations submitted, market prices and similar indicia, together with discounts. Cost analysis is the review and evaluation of each element of cost to determine reasonableness, allocability and allowability.

(viii) Procurement records and files for purchases in excess of \$10,000 shall include the following:

(A) Basis for contractor selection;

(B) Justification for lack of competition when competitive bids or offers are not obtained;

(C) Basis for award cost or price.

(ix) A system for contract administration shall be maintained to ensure contractor conformance with terms, conditions and specifications of the contract, and to ensure adequate and timely followup of all purchases.

(b) Each contract shall contain, in addition to provisions to define a sound and complete contract, the following contract provisions, if applicable, as well as any provision within this grant which requires such inclusion of that provision. Whenever a provision is required to be inserted in a contract under this grant, the grantee shall insert a statement in the contract that in all instances where the U.S. Government or AID is mentioned the grantee's name shall be substituted.

(1) Contracts in excess of \$10,000 shall contain contractual provisions or conditions that will allow for administrative, contractual or legal remedies in instances in which contractors violate or breach contract terms, and provide for such remedial actions as may be appropriate.

(2) All contracts in excess of \$10,000 shall contain suitable provisions for termination by the recipient including the manner by which termination will be effected and the basis for settlement. In addition, such contracts shall describe conditions under which the contract may be terminated for default as well as conditions where the contract may be terminated because of circumstances beyond the control of the contractor.

(3) In all contracts for construction or facility improvement awarded for more than \$100,000, recipients shall observe generally accepted bonding requirements.

(4) All contracts awarded by the grantee or subgrantee to be performed in the United States having a value of more than \$10,000, shall contain a provision requiring compliance with Executive Order 11246, entitled "Equal Employment Opportunity," as amended, and as supplemented in Department of Labor Regulations (41 CFR, Part 60).

(5) All contracts and subgrants in excess of \$2,000 for construction or repair to be performed in the United States awarded by the grantee or subgrantee shall include a provision for compliance with the Copeland "Anti-Kick Back" Act (18 U.S.C. 874) as supplemented in Department of Labor Regulations (29 CFR, Part 3). This Act provides that each contractor or subgrantee shall be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which that individual is otherwise entitled. The grantee shall report all suspected or reported violations to AID.

(6) When required by the Federal program legislation, all construction contracts to be performed in the United States awarded by the grantee or subgrantee of more than \$2,000 shall include a provision for compliance with the Davis-Bacon Act (40 U.S.C. 276a to a-7) as supplemented by Department of Labor Regulations (29 CFR, Part 5). Under this Act, contractors shall be required to pay wages to laborers and mechanics at a rate not less than the minimum wages specified in a wage determination made by the Secretary of Labor. In addition, contractors shall be required to pay wages not less than once a week. The grantee shall place a copy of the current prevailing wage determination issued by the Department of Labor in each solicitation and the award of a contract shall be conditioned upon the acceptance of the wage determination. The grantee shall report all suspected or reported violations to AID.

(7) Where applicable, all contracts awarded by the grantee or subgrantees in excess of \$2,000 for construction contracts to be performed in the United States and its territories and in excess of \$2,500 for other contracts that involve the employment of mechanics or laborers, shall include a provision for compliance with sections 103 and 107 of the Contract Work Hours and Safety Standards Act (40 U.S.C. 327-330) as supplemented by Department of Labor Regulations (29 CFR, Part 5). Under section 103 of the Act, each contractor shall be required to compute the wages of every mechanic and laborer on the basis of a standard work day of 8 hours and a standard workweek of 40 hours. Work in excess of the standard workday or workweek is permissible provided that the worker is compensated at a rate of not less than 1 1/2 times the basic rate of pay for all hours worked in excess of 8 hours in any calendar day or 40 hours in the workweek. Section 107 of the Act is applicable to construction work and provides that no laborer or mechanic shall be required to work in surroundings or under working conditions that are unsanitary, hazardous, or dangerous to the worker's health and safety as determined under construction safety and health standards promulgated by the Secretary of Labor. These requirements do not apply to the purchases of supplies of materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence.

(8) Contracts, the principal purpose of which is to create, develop or improve products, processes or methods; or for exploration into fields that directly concern public health, safety or welfare; or contracts in the fields of science or technology in which there has been little significant experience outside of work funded by Federal assistance, shall contain a notice to the effect that matters regarding rights to inventions and materials generated under the contract are subject to the regulations included in these grant provisions. The contractor shall be advised as to the source of additional information regarding these matters.

(9) All negotiated contracts over \$10,000 awarded by the grantee shall include a provision to the effect that the grantee, AID, the Comptroller General of the United States, or any of their duly authorized representatives, shall have access to any books, documents, papers and records of the contractor which are directly pertinent to the specific program for the purpose of making audits, examinations, excerpts and transcriptions.

(10) Contracts in excess of \$100,000 to be performed in the United States shall contain a provision that requires the contractor to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act of 1970 (42 U.S.C. 7401) and the Federal Water Pollution Control Act (40 CFR 15) as amended. Violations shall be reported to AID and the Regional Office of the Environmental Protection Agency.

(11) Contracts which require performance outside the United States shall contain a provision requiring Workmen's Compensation Insurance (42 U.S.C. 1651, et seq.). As a general rule, Department of Labor waivers will be obtained for persons employed outside the United States who are not United States citizens or residents provided adequate protection will be given such persons. The grantee should refer questions on this subject to the AID grant officer.

(END OF STANDARD PROVISION)

7. AID ELIGIBILITY RULES FOR GOODS AND SERVICES (NOVEMBER 1985)

(This provision is applicable when goods or services are procured under the grant.)

(a) Ineligible and Restricted Goods and Services: If AID determines that the grantee has procured any of the restricted or ineligible goods and services specified below, or has procured goods and services from unauthorized sources, and has received reimbursement for such purpose without the prior written authorization of the grant officer, the grantee agrees to refund to AID the entire amount of the reimbursement. AID's policy on ineligible and restricted goods and services is contained in Chapter 4 of AID Handbook 1, Supplement B, entitled "Procurement Policies".

(1) Ineligible Goods and Services. Under no circumstances shall the grantee procure any of the following under this grant:

- (i) Military equipment,
- (ii) Surveillance equipment,
- (iii) Commodities and services for support of police or other law enforcement activities,
- (iv) Abortion equipment and services,
- (v) Luxury goods and gambling equipment, or
- (vi) Weather modification equipment.

(2) Ineligible Suppliers. Funds provided under this grant shall not be used to procure any goods or services furnished by any firms or individuals whose name appears on the AID Consolidated List of Debarred, Suspended, and Ineligible Awardees under AID Regulation 8, entitled "Debarment, Suspension and Ineligibility" (22 CFR 208). AID will provide the grantee with a copy of this list upon request.

(3) Restricted Goods. The grantee shall not procure any of the following goods and services without the prior written authorization of the grant officer:

- (i) Agricultural commodities,
- (ii) Motor vehicles,
- (iii) Pharmaceuticals,
- (iv) Pesticides,
- (v) Rubber compounding chemicals and plasticizers,
- (vi) Used equipment,
- (vii) U.S. Government-owned excess property, or
- (viii) Fertilizer.

(b) Source, Origin, and Nationality: The eligibility rules for goods and services are based on source, origin, and nationality and are divided into two categories. One applies when the total procurement during the life of the grant is over \$250,000 and the other applies when the total procurement element during the life of the grant is not over \$250,000. The total procurement element includes procurement of all goods (e.g., equipment, materials, supplies) and services. Guidance on the eligibility of specific goods or services may be obtained from the grant officer. AID policies and definitions on source, origin, and nationality are contained in Chapters 4 and 5 of AID Handbook 1, Supplement B, entitled "Procurement Policies".

(1) When the total procurement element during the life of this grant is valued at \$250,000 or less, the following rules apply:

(i) All goods and services, the costs of which are to be reimbursed under this grant and which will be financed with U. S. dollars, shall be purchased in and shipped from only "Special Free World" countries (i.e., AID Geographic Code 935) in accordance with the following order of preference:

- (A) The United States (AID Geographic code 000),
- (B) The Cooperating Country,
- (C) "Selected Free World" countries (AID Geographic Code 941), and
- (D) "Special Free World" countries (AID Geographic Code 935).

(ii) Application of Order of Preference: When the grantee procures goods and services from other than U.S. sources, under the order of preference in paragraph b(1)(i) above, the grantee shall document its files to justify each such instance. The documentation shall set forth the circumstances surrounding the procurement and shall be based on one or more of the following reasons, which will be set forth in the grantee's documentation:

(A) The procurement was of an emergency nature, which would not allow for the delay attendant to soliciting U.S. sources,

(B) The price differential for procurement from U.S. sources exceeded by 50% or more the delivered price from the non-U.S. source,

(C) Impelling local political considerations precluded consideration of U.S. sources,

(D) The goods or services were not available from U.S. sources, or

(E) Procurement of locally available goods and services, as opposed to procurement of U.S. goods and services, would best promote the objectives of the Foreign Assistance program under the grant.

(2) When the total procurement element exceeds \$250,000, the following rule applies: Except as may be specifically approved or directed in advance by the grant officer, all goods and services, which will be reimbursed under this grant and financed with U. S. dollars, shall be procured in and shipped from the U. S. (Code 000) and from any other countries within the authorized geographic code as specified in the schedule of this grant.

(c) Marine Insurance: The eligibility of marine insurance is determined by the country in which it is placed. Insurance is placed in a country if payment of the insurance premium is made to, and the insurance policy is issued by an insurance company located in that country. Eligible countries for placement are governed by the authorized geographic code, except that if Code 941 is authorized, the Cooperating Country is also eligible. Section 604(d) of the Foreign Assistance Act requires that if a recipient country discriminates by statute, decree, rule, or practice with respect to AID-financed procurement against any marine insurance company authorized to do business in the U. S., then any AID-financed commodity shipped to that country shall be insured against marine risk and the insurance shall be placed in the U. S. with a company or companies authorized to do marine insurance business in the U. S.

(d) Ocean and air transportation shall be in accordance with the applicable provisions contained within this grant.

(e) Printed or Audio-Visual Teaching Materials: If the effective use of printed or audio-visual teaching materials depends upon their being in the local language and if such materials are intended for technical assistance projects or activities financed by AID in whole or in part and if other funds including U.S.-owned or U.S.-controlled local currencies are not readily available to finance the procurement of such materials, local language versions may be procured from the following sources, in order of preference:

- (1) The United States (AID Geographic Code 000),
- (2) The Cooperating Country,
- (3) "Selected Free World" countries (AID Geographic Code 941), and
- (4) "Special Free World" countries (AID Geographic Code 899).

(f) Special Restrictions on the Procurement of Construction or Engineering Services: Section 604(g) of the Foreign Assistance Act provides that AID funds may not be used for "procurement of construction or engineering services from advanced developing countries, eligible under Geographic Code 941, which have attained a competitive capability in international markets for construction services or engineering services." In order to insure eligibility of a Code 941 contractor for construction or engineering services, the grantee shall obtain the grant officer's prior approval for any such contract.

(END OF STANDARD PROVISION)

20. TITLE TO AND USE OF PROPERTY (GRANTEE TITLE) (NOVEMBER 1985)

(This provision is applicable when the Government vests title to property in the grantee only.)

Title to all property financed under this grant shall vest in the grantee, subject to the following conditions:

(a) The grantee shall not charge for any depreciation, amortization, or use of any property, title to which remains in the grantee under this provision under this grant or any other U.S. Government agreement, subagreement, contract, or subcontract.

(b) The grantee agrees to use and maintain the property for the purpose of the grant in accordance with the requirements of paragraphs (c), (d), (e), and (f) below.

(c) Real Property:

(1) Real property means land, including land improvements, structures and appurtenances thereto, but excluding movable machinery and equipment.

(2) Use of Real Property:

(i) The grantee shall use the real property for the authorized purpose of the project, as long as it is needed.

(ii) The grantee shall obtain approval from AID for the use of real property in other projects when the grantee determines that the property is no longer needed for the purpose of the original program. Use in other programs shall be limited to those under other federally sponsored programs (i.e., grants or other agreements) that have purposes consistent with those authorized for support by AID.

(3) Disposition of Real Property: When the real property is no longer needed as provided in (2) above, the grantee shall request disposition instructions from AID or its successor Federal sponsoring agency. AID or the successor Federal sponsoring agency shall observe the following rules in the disposition instructions:

(i) The grantee may be permitted to retain title after it compensates the Federal Government in an amount computed by applying the Federal percentage of participation in the cost of the original program to the fair market value of the property.

(ii) The grantee may be directed to sell the property under guidelines provided by the Federal sponsoring agency and pay the Federal Government an amount computed by applying the Federal percentage of participation in the cost of the original program to the proceeds from sale (after deducting actual and reasonable selling and fix-up expenses, if any,

from the sales proceeds). When the grantee is authorized or required to sell the property, proper sales procedures shall be established that provide for competition to the extent practicable and result in the highest possible return.

(iii) The grantee may be directed to transfer title to the property to the Federal Government provided that in such cases the grantee shall be entitled to compensation computed by applying the grantee's percentage of participation in the cost of the program to the current fair market value of the property.

(d) Nonexpendable Property:

(1) Nonexpendable personal property means tangible personal property having a useful life of more than two years and an acquisition cost of \$500 or more per unit.

(2) Use of Nonexpendable Personal Property:

(i) The grantee shall use the property in the program for which it was acquired as long as needed, whether or not the program continues to be supported by Federal funds. When no longer needed for the original program, the grantee shall use the property in connection with its other federally sponsored activities in the following order of priority:

(A) Activities sponsored by AID.

(B) Activities sponsored by other Federal agencies.

(ii) Shared use - During the time that nonexempt nonexpendable personal property is held for use on the program for which it was acquired the grantee shall make it available for use on other programs if such other use will not interfere with the work on the program for which the property was originally acquired. First preference for such other use shall be given to other programs sponsored by AID; second preference shall be given to programs sponsored by other Federal agencies. User charges should be considered if appropriate.

(3) Disposition Of Nonexpendable Personal Property - With A Unit Acquisition Cost Of Less Than \$1,000: The grantee may use the property for other activities without reimbursement to the Federal Government or sell the property and retain the proceeds.

(4) Disposition Of Nonexpendable Personal Property With A Unit Acquisition Cost Of \$1,000 Or More:

(i) The grantee agrees to report such items to the grant officer from time to time as they are acquired and to maintain a control system which will permit their ready identification and location.

(ii) The grantee may retain the property for other uses provided that compensation is made to AID or its successor. The amount of compensation shall be computed by applying the percentage of Federal participation in the cost of the original program to the current fair market value of the property. If the grantee has no need for the property and the property has further use value, the grantee shall request disposition instructions from AID.

(iii) AID shall determine whether the property can be used to meet AID requirements. If no requirement exists within AID the availability of the property shall be reported to the General Services Administration by AID to determine whether a requirement for the property exists in other Federal agencies. AID shall issue instructions to the recipient no later than 120 days after the grantee's request and the following procedures shall govern:

(A) If so instructed or if disposition instructions are not issued within 120 calendar days after the grantee's request, the grantee shall sell the property and reimburse AID an amount computed by applying to the sales proceeds that percentage of Federal participation in the cost of the original program. However, the grantee shall be permitted to deduct and retain from the Federal share \$100 or ten percent of the proceeds, whichever is greater, for the grantee's selling and handling expenses.

(B) If the grantee is instructed to ship the property elsewhere, the grantee shall be reimbursed by the benefiting Federal agency with an amount which is computed by applying the percentage of the recipient's participation in the cost of the original grant program to the current fair market value of the property, plus any reasonable shipping or interim storage costs incurred.

(C) If the grantee is instructed to otherwise dispose of the property, the grantee shall be reimbursed by AID for such costs incurred in its disposition.

(e) Expendable Personal Property:

(1) Expendable personal property means all tangible personal property other than nonexpendable property.

(2) The grantee shall use the expendable personal property for the authorized purpose of the grant program, as long as it is needed.

(3) If there is a residual inventory of such property exceeding \$1,000 in total aggregate fair market value, upon termination or completion of the grant and the property is not needed for any other federally sponsored program, the grantee shall retain the property for use on nonfederally sponsored activities, or sell it, but must in either case, compensate the Federal Government for its share. The amount of compensation shall be computed in the same manner as nonexpendable personal property.

(f) The grantee's property management standards for nonexpendable personal property shall include the following procedural requirements:

- (1) Property records shall be maintained accurately and shall include:
 - (i) A description of the property.
 - (ii) Manufacturer's serial number, model number, Federal stock number, national stock number, or other identification number.
 - (iii) Source of the property, including grant or other agreement number.
 - (iv) Whether title vests in the grantee or the Federal Government.
 - (v) Acquisition date and cost.
 - (vi) Percentage (at the end of the budget year) of Federal participation in the cost of the project or program for which the property was acquired.
 - (vii) Location, use, and condition of the property and the date the information was reported.
 - (viii) Unit acquisition cost.
 - (ix) Ultimate disposition data, including date of disposal and sales price or the method used to determine current fair market value where the grantee compensates AID for its share.
- (2) A physical inventory of property shall be taken and the results reconciled with the property records at least once every two years. Any differences between quantities determined by the physical inspection and those shown in the accounting records shall be investigated to determine the causes of the difference. The grantee shall in connection with the inventory, verify the existence, current utilization, and continued need for the property. The inventory listing shall be retained as documentation in accordance with the standard provision of this grant entitled "Accounting, Audit, and Records."
- (3) A control system shall be in effect to insure adequate safeguards to prevent loss, damage, or theft of the property. Any loss, damage, or theft of nonexpendable property shall be investigated and fully documented.
- (4) Adequate maintenance procedures shall be implemented to keep the property in good condition.
- (5) Where the grantee is authorized or required to sell the property, proper sales procedures shall be established which would provide for competition to the extent practicable and result in the highest possible return.

(END OF STANDARD PROVISION)

23. COST SHARING (MATCHING) (NOVEMBER 1985)

(This provision is applicable when the recipient is required to cost share or provide a matching share.)

(a) For each year (or funding period) under this grant, the grantee agrees to expend from non-Federal funds an amount at least equal to the percentage of the total expenditures under this grant specified in the schedule of the grant. The schedule of this grant may also contain restrictions on the application of cost sharing (matching) funds. The schedule takes precedence over the terms of this provision.

(b) Eligibility of non-Federal funds applied to satisfy cost sharing (matching) requirements under this grant are set forth below:

(1) Charges incurred by the grantee as project costs. Not all charges require cash outlays by the grantee during the project period; examples are depreciation and use charges for buildings and equipment.

(2) Project costs financed with cash contributed or donated to the grantee by other non-Federal public agencies (may include public international organizations or foreign governments) and institutions, and private organizations and individuals, and

(3) Project costs represented by services and real and personal property, or use thereof, donated by other non-Federal public agencies and institutions, and private organizations and individuals.

(c) All contributions, both cash and in-kind, shall be accepted as part of the grantee's cost sharing (matching) when such contributions meet all of the following criteria:

(1) Are verifiable from the grantee's records;

(2) Are not included as contributions for any other Federally assisted program;

(3) Are necessary and reasonable for proper and efficient accomplishment of project objectives;

(4) Are types of charges that would be allowable under the applicable Federal cost principles;

(5) Are not paid by the Federal Government under another grant or agreement (unless the grant or agreement is authorized by Federal law to be used for cost sharing or matching);

(6) Are provided for in the approved budget when required by AID; and

(7) Conform to other provisions of this paragraph.

✓
34

(d) Values for grantee in-kind contributions will be established in accordance with the applicable Federal cost principles.

(e) Specific procedures for the grantee in establishing the value of in-kind contributions from non-Federal third parties are set forth below:

(1) Valuation of volunteer services: Volunteer services may be furnished by professional and technical personnel, consultants, and other skilled and unskilled labor. Volunteer services may be counted as cost sharing or matching if the service is an integral and necessary part of an approved program:

(i) Rates for volunteer services: Rates for volunteers should be consistent with those paid for similar work in the grantee's organization. In those instances in which the required skills are not found in the grantee's organization, rates should be consistent with those paid for similar work in the labor market in which the grantee competes for the kind of services involved.

(ii) Volunteers employed by other organizations: When an employer other than the grantee furnishes the services of an employee, these services shall be valued at the employee's regular rate of pay (exclusive of fringe benefits and overhead costs) provided these services are of the same skill for which the employee is normally paid.

(2) Valuation of donated expendable personal property: Donated expendable personal property includes such items as expendable equipment, office supplies, laboratory supplies or workshop and classroom supplies. Value assessed to expendable personal property included in the cost share (match) should be reasonable and should not exceed the market value of the property at the time of the donation.

(3) Valuation of donated nonexpendable personal property, buildings, and land or use thereof:

(i) The method used for charging cost sharing or matching for donated nonexpendable personal property, buildings and land may differ according to the purpose of the grant as follows:

(A) If the purpose of the grant is to assist the recipient in the acquisition of equipment, buildings or land, the total value of the donated property may be claimed as cost sharing or matching.

(B) If the purpose of the grant is to support activities that require the use of equipment, buildings, or land; depreciation or use charges for equipment and buildings may be made. The full value of equipment or other capital assets and fair rental charges for land may be allowed provided that AID has approved the charges.

(ii) The value of donated property will be determined in accordance with the usual accounting policies of the grantee with the following qualifications:

(A) Land and buildings: The value of donated land and buildings may not exceed its fair market value, at the time of donation to the grantee as established by an independent appraiser; and certified by a responsible official of the grantee.

(B) Nonexpendable personal property: The value of donated nonexpendable personal property shall not exceed the fair market value of equipment and property of the same age and condition at the time of donation.

(C) Use of space: The value of donated space shall not exceed the fair rental value of comparable space as established by an independent appraisal of comparable space and facilities in a privately owned building in the same locality.

(D) Borrowed equipment: The value of borrowed equipment shall not exceed its fair rental value.

(f) The following requirements pertain to the grantee's supporting records for in-kind contributions from non-Federal third parties:

(1) Volunteer services must be documented and, to the extent feasible, supported by the same methods used by the grantee for its employees.

(2) The basis for determining the valuation for personal services, material, equipment, buildings and land must be documented.

(g) Individual expenditures do not have to be shared or matched provided that the total expenditures incurred during the year (or funding period) are shared or matched in accordance with the agreed upon percentage set forth in the schedule of the grant.

(h) If at the end of any year (or funding period) hereunder, the grantee has expended an amount of non-Federal funds less than the agreed upon percentage of total expenditures, the difference may be applied to reduce the amount of AID funding the following year (or funding period), or, if this grant has expired or been terminated, the difference shall be refunded to AID.

(i) Failure to meet the cost sharing (matching) requirements set forth in paragraph (a) above shall be considered sufficient reasons for termination of this grant for cause in accordance with paragraph (a) entitled "For Cause" of the standard provision of this grant entitled "Termination and Suspension".

(j) The restrictions on the use of AID grant funds set forth in the standard provisions of this grant are applicable to expenditures incurred with AID funds provided under this grant. The grantee will account for the AID funds in accordance with the standard provision of this grant entitled "Accounting, Audit, and Records".

(k) Notwithstanding paragraph (b) of the standard provision of this grant entitled "Refunds", the parties agree that in the event of any disallowance of expenditures from AID grant funds provided hereunder, the grantee may substitute expenditures made with funds provided from non-Federal sources provided they are otherwise eligible in accordance with paragraph (b) of this provision.

(END OF STANDARD PROVISION)

25. CONVERSION OF UNITED STATES DOLLARS TO LOCAL CURRENCY (NOVEMBER 1985)

(This provision is applicable when activities under the grant will take place outside of the United States.)

Upon arrival in the Cooperating Country, and from time to time as appropriate, the grantee's chief of party shall consult with the Mission Director who shall provide, in writing, the procedure the grantee and its employees shall follow in the conversion of United States dollars to local currency. This may include, but is not limited to, the conversion of currency through the cognizant United States Disbursing Officer or Mission Controller, as appropriate.

(END OF STANDARD PROVISION)

Matching Grant Program

PVO ANNUAL REPORTING GUIDELINES

Specific guidelines are to be followed when submitting annual reports for grants funded by FVA/PVC. Annual report information should be written and organized in accordance with this guidance and outlined format. A Summary and a Table of Contents should introduce the annual report. Reports should cover each section and sub-section of the outline. If any portion of the outline is inapplicable, an explanation should be included. Pages should be numbered. It is understood that the suggested page number guidance will vary depending on the number of countries, etc. A completed Form 1550-11 should be submitted for each sub-project of a grant (Sample is Annex C).

Reports submitted in the first, mid-course, and final years of grants should differ in the attention devoted to the different report outline sections. First-year reports are to focus special attention on Sections II and III: are all preconditions met? are all inputs in place? are inputs functioning as planned? etc. The first year report is also to include the more finalized project implementation, monitoring and evaluation plans including detailed baseline data, critical indicators, and targets. Mid-course reports are to focus special attention on Sections IV and V: the status of outputs, critical indicators, and benchmark findings. In final year reports, greater reflection and breadth is expected in Sections I, II, III, VII and VIII: identifying lessons learned, program areas needing strengthening, targets reached, and impact measurements.

Annual reports are due to the PVO's FVA/PVC Project Officer thirty days before the anniversary date of the grant each year. Please submit 10 copies plus one for the A.I.D. mission in each primary target country in the grant. The report period to be covered is the full year. What is expected to be accomplished in the remaining month should be included.

OUTLINE FOR PVO ANNUAL REPORTS

Summary of Program, Administrative, and Financial Status
(1 page)

Table of Contents

I. Background to Grant and Project Context (2-3 pages)

1. Describe the PVO's organizational purpose, approach, and special capability. What were the socio-economic-

political conditions and circumstances which gave rise to the project and each country program? What was the essence of the problem? What were the express needs of beneficiaries, participants, the PVO, etc. What gender concerns need attention?

2. What local or other resources were available to meet the above needs? Why was external funding necessary?

II. Project Methodology (2-3 pages)

1. Summarize the grant project goal, purpose, objectives, approach, methodology, and strategy? What are the key inputs for achieving this strategy? Who are the target groups? What are the expected outputs and products? How does strategy involve women as both participants and beneficiaries?

2. For the project generally, provide a comparison of actual accomplishments with those originally proposed for the period of the report. Include gender accomplishments. State the reasons for any variance.

III. Monitoring and Evaluation (1-2 pages)

1. Describe and discuss PVO refinements, changes, and additions to the following monitoring and evaluation information from that originally presented in the PVOs proposal:

- a. baseline data
- b. targets
- c. critical indicators of effectiveness
- d. benchmarks of project progress
- e. monitoring plan
- f. evaluation plan

2. Describe the status of midterm assessment and final evaluation. Specifically address gender concern status and results.

IV. Review and Analysis of Project Results by Country
(5-10 pages)

1. Describe for each country for the report period:
 - a. the specific outputs achieved in each country
 - b. effect on target groups disaggregated by gender.
 - c. problems encountered and how they have been addressed
 - d. impact on local institutions, local policy, and people (disaggregate by gender) outside the project
 - e. unintended effects.
2. For each country, provide a comparison of actual accomplishments with those originally proposed for the period of the report. State the reasons for any variance. Discuss any anticipated problems in meeting the final project objectives and PVO's plans to deal with these.

V. Management: Review and Analysis of Headquarters/Support Functions (2-5 pages)

1. Describe for the reporting period:
 - a. project planning and management activities
 - b. staff resources (management and technical)
 - c. training (disaggregated by staff and beneficiary and gender)
 - d. logistical support
 - e. technical assistance
 - f. project fund-raising and marketing
 - g. role of the Board of Directors
 - h. development education
2. For each of the above, provide a comparison of actual accomplishments with those originally proposed for the period of the report. State reasons for any variance. Discuss problems encountered and how they have been addressed. Discuss any anticipated problems in meeting final project objectives and PVO's plans to deal with these.

VI. Financial Report (2-4 pages)

1. Provide completed, updated, Project Financial Overview and PVO Organizational Financial Overview (format charts attached as Annex A and B).

2. Compare the proposed budget with actual expenditures, both A. I. D. and PVO, for all project years to date, and, provide update estimates for remaining project years. Discuss any actual and/or anticipated variance from the proposed budget line items.

3. Discuss the status, usual timing and rate of letter-of-credit drawdowns. Provide analysis and explanation of any actual and/or anticipated changes in the rate of drawdown as well as cost overruns or unusually high expenses.

4. Provide a brief discussion of fund-raising plans and activities: main sources, status, and actual or anticipated problems, if any.

5. Provide a discussion of PVO cost-share: status; any actual or anticipated problems in meeting agreed cost-share, annual and total. Include corrective measures planned or taken.

VII. Lessons Learned and Long-Term Project Implications
(4-10 pages)

1. Estimates of project costs and benefits
2. Institution building assessment
3. Estimate of sustainability
4. Benefit distribution (disaggregate by gender)
5. Local participation (disaggregate by gender)
6. Leadership development (disaggregate by gender)
7. Innovation and technology transfer
8. Policy implications
9. Collaboration/networking with other agencies
10. Replication potential of project approach and activities.

VIII. Recommendations (2 pages)

1. To project leadership and PVO
2. To country and local leaders
3. To donors or other organizations seeking similar impacts

IX. Attachments to Annual Reports

1. Country data sheets (see attached Form 1550-11)
2. Original logical framework (or other project design summary), and any modifications
3. Any detailed addenda amplifying textual material
4. Tables, lists, samples of publications, etc.

FINANCIAL PROFILE OF THE PROJECT

A. BUDGETED VERSUS ACTUAL EXPENDITURES

<u>Project Elements</u>	A. I. D.		PVO	
	<u>Budget</u>	<u>Expend.</u>	<u>Budget</u>	<u>Expend.</u>
List here the same line items that are in the summary budget of your final project proposal.	\$ XXX	\$ XXX	\$ XXX	\$ XXX
	\$ XXX	\$ XXX	\$ XXX	\$ XXX
	\$ XXX	\$ XXX	\$ XXX	\$ XXX
TOTAL PROJECT	\$ XXX	\$ XXX	\$ XXX	\$ XXX

B. SOURCES OF PROJECT FUNDS FOR THE PVO* (Same Year as above)

A.I.D. Matching Grant	\$ XXXXX
Private	
Cash	XXXXX
In-kind	XXXXX
Host and Other Governments	
Cash	XXXXX
In-kind	XXXXX
Other A.I.D. Grants/Contracts**	XXXXX
Other U. S. Government** (e. g., Peace Corps)	XXXXX
Other** (specify, e.g., PACT, CODEL, IDB, etc.)	XXXXX
TOTAL	\$ XXXXXX

*Prepare this chart for each year of the grant as well as a summary table for the life of the grant.

**Provide separate list by country giving grant/contract number, amount, years of funding.

FINANCIAL PROFILE OF THE PVO

	<u>Year 1</u>	<u>Year 2</u>	<u>Year 3*</u>
A. <u>Program Expenditures:</u>			
Small Project Grants	\$ XXX	\$ XXX	\$ XXX
Training	XXX	XXX	XXX
Sectoral Strategy Dev.	XXX	XXX	XXX
Disaster Relief	XXX	XXX	XXX
Evaluation	XXX	XXX	XXX
Program Management	XXX	XXX	XXX
Indirect Costs	XXX	XXX	XXX
 TOTAL WORLDWIDE PROGRAM	 \$ XXXX	 XXXX	 XXXX
 B. <u>Sources of Funds:</u>			
A.I.D. Matching Grant	\$ XXX	\$ XXX	\$ XXX
Private			
Cash	XXX	XXX	XXX
In-kind	XXX	XXX	XXX
Host/Other Governments			
Cash	XXX	XXX	XXX
In-kind	XXX	XXX	XXX
Other A.I.D. Grants or Contracts	XXX	XXX	XXX
Other U. S. Government (e. g., Peace Corps)	XXX	XXX	XXX
Other (specify) (PACT, CODEL, IDB, etc.)	XXX	XXX	XXX
 TOTAL	 \$ XXXX	 \$ XXXX	 \$ XXXX

*continue for each year of the grant

Wang #1464P

**PVO PROJECT REPORTING INFORMATION
ON AID SUPPORTED PVO PROJECTS**

OMB No. 0412-0530
Expiration Date: 03/31/89

FOR OFFICIAL USE ONLY

PVO Type		Project Number	
Appropriation		Level	
Country Code		Fund Type	Technical Code
Project Officer		Key 1	Key 2

PROJECT INFORMATION (PRIMARY)

Name of Organization		Grant/Contract Number
Start Date (MM/DD/YY)	End Date (MM/DD/YY)	AID Project Officer's Name

AID OBLIGATION BY AID-FY (\$000)

FY	AMOUNT	FY	AMOUNT

LOP Activity Description

Status

COUNTRY INFORMATION (SECONDARY)

Country	Location in Country (Region, District, Village)
PVO Representative's Name	Local Counterpart/Host Country Agency

COUNTRY FUNDING INFORMATION (\$000)

YEAR				
AID \$				
PVO \$				
INKIND				
LOCAL				
TOTAL				

INSTRUCTIONS

1. For Official Use Only – To be completed by AID official ONLY.
2. Project Information (Primary) -- Self-explanatory. Complete all boxes.
3. AID Obligation By AID-FY (\$000) – To be completed by AID official ONLY.
4. Activity Description – Provide narrative (*i.e., sectoral emphasis, description of beneficiaries, program description*). Limit to space provided.
5. Status – Provide narrative (*i.e., accomplishments to date, verifiable impact, completed or scheduled evaluations and date of writing*). Limit to space provided.
6. Country Information (Secondary) – Self-explanatory. Complete all boxes.
7. Country Funding Information (\$000) – Include data for all fiscal years of the grant (*identify in thousands of dollars*). Dollar figures (\$000) for all completed years of the grant should indicate expenditures. Dollar figures (\$000) for all current and future years should indicate projections.

OMB STATEMENT

The data contained in this form is being requested as an input for the Agency for International Development's (A.I.D) Private and Voluntary (PVO) Information System. The purpose of this system is to:

- Broker information between PVOs and A.I.D. through an active two-way information flow;
- Create an institutional memory which can provide information on such questions as PVO activities and A.I.D. funding levels - which PVOs are doing what and where, with what amount of A.I.D. funding;
- Improve accuracy, responsiveness, and turnaround time to inquiries about PVOs and A.I.D. - funded PVO activities; and,
- Disseminate information about A.I.D.'s PVO programs to meet Agency information and reporting requirements to the Congress and the public on PVO activities, A.I.D. funding levels and PVO capabilities.

Completion of this form is a mandatory requirement under the Conditions of Registration as outlined in Part 201, Chapter II, Title 22, Code of Federal Regulations, as amended as of November 30, 1982.

AID 1350 T J B T *PIOT	AGENCY FOR INTERNATIONAL DEVELOPMENT PROJECT IMPLEMENTATION ORDER/TECHNICAL SERVICES	1 Cooperating Country Centrally Funded	Page 1 of _____ Pages
		2 PIOT No 9381706	3 <input checked="" type="checkbox"/> Original or Amendment No _____
		4 Project Activity No. and Title 938-0500 - Child Survival Grant with La Leche International	

DISTRIBUTION	5 Appropriation Symbol 72-1181021.3	6 Budget Plan Code EDCA88 13810 K611 847-38-099-00-76-81
	7 Obligation Status <input checked="" type="checkbox"/> Administrative Reservation <input type="checkbox"/> Implementing Document	8 Project Assistance Completion Date (Mo., Day, Yr.)
	9 Authorized Agent AID/W	10 This PIOT is in full continuance with PRU, AG, No. _____ Date _____
	11a Type of Action and Governing AID Handbook <input type="checkbox"/> AID Contract (HB 14) <input type="checkbox"/> AID Grant or Cooperative Agreement (HB 13) <input type="checkbox"/> PASA/RSSA (HB 12) <input type="checkbox"/> Other	11b Contract/Grant/Cooperative Agreement/ PASA/RSSA Reference Number (if this is an Amendment)
	12 Estimated Financing (A detailed budget in support of column (2) is attached as Attachment No. _____)	

Maximum AID Financing Available	A Dollars	(1) Previous Total	(2) Increase	(3) Decrease	(4) Total to Date
				- 0 -	\$288,400
	B U.S. Owned Local Currency				

13 Mission References

14A Instructions to Authorized Agent
SER/OP/W/MS is requested to execute a 4 year assistance agreement with La Leche Foundation (La Leche) effective from 9/1/88 through 8/31/92. Initial funding of \$288,400 is provided for expenditures for the 4 years. PIOT Enclosures: 1A Grant Budget, 1B Program Budget/Proposal Budget, 1C Country Budgets, 2 Special Instructions, 3 Program Description, 4 PVC/IPS's "PVO Financial Profile" on (PVO), dated 4/19/88 and 5 PVO's Proposal with Revisions. 6 Award letter

14B Address of Voucher Paying Office
AID/M/FM/PAFD, Washington, D.C. 20523

FUNDS RESERVED BY
 Helen Grant
 5/19/88
 POSTED
 M/FM/PAFD

Paid
 L.R. King
 5-23-88

15 Clearances—Include typed name, office symbol, telephone number and date for all clearances

A The Project Officer certifies that the specifications in the statement of work or program description are technically adequate	Phone No 5-4718	B The statement of work or program description lies within the purview of the issuing office and approved agency programs	Date 5/11/88
	Date 5/9/88		
FVA/PVC, JMcEnaney <i>JMcEnaney</i>	Date 5/9/88	D Funds for the services requested are available	Date
FVA/PVC, J van der Vlugt <i>J van der Vlugt</i>	Date 5/9/88		
FVA/PVC, LWatlington <i>LWatlington</i>	Date 5/10/88		
E FVA/PPM, KKosar <i>KKosar</i>	Date 5/10/88		

16 For the Cooperating Country The terms and conditions set forth herein are hereby agreed to	17 For the Agency for International Development
Signature _____ Date _____	Signature <i>Larry Tanner</i> Date 5/17/88
Title _____	Title Deputy Director

*See HB 3, Sup. A, App. C, Att. B, for preparation instructions. Note: The completed form contains sensitive information whose unauthorized disclosure may subject an employee to disciplinary action.