

Agency for International Development
Washington, D.C. 20523

PDFCB 925

MAY 22 1990

Mr. Larry Garber
National Democratic Institute
for International Affairs
1717 Massachusetts Avenue, N.W., Suite 605
Washington, D.C. 20036

Subject: Grant No. LAC-0591-G-00-0020-00

Dear Garber:

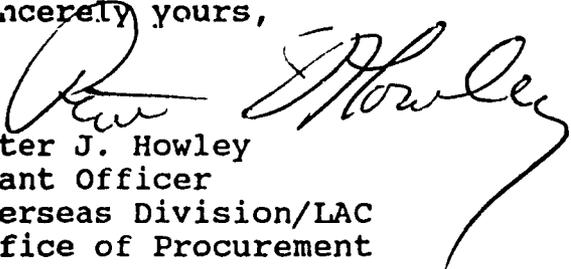
Pursuant to the authority contained in the Foreign Assistance Act of 1961, as amended, the Agency for International Development (hereinafter referred to "A.I.D." or "Grantor") hereby grants to the National Democratic Institute for International Affairs (hereinafter referred to as "NDI" or "Grantee") the sum of \$300,000 to provide support for bipartisan election observer activities in Latin America and the Caribbean and to support Latin American participation on election observer missions to other regions during fiscal year 1990.

This grant is effective and obligation is made as of the date of this letter and shall apply to commitments made by the Grantee in furtherance of program objectives during the period beginning May 1, 1990 and ending June 30, 1991.

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

Please sign the original and each copy of this letter to acknowledge your receipt of this Grant, and return the original and all but one copy to the undersigned.

Sincerely yours,


Peter J. Howley
Grant Officer
Overseas Division/LAC
Office of Procurement

Attachments:

1. Schedule
2. Program Description
3. Standard Provisions

ACKNOWLEDGED

NATIONAL DEMOCRATIC INSTITUTE FOR INTERNATIONAL AFFAIRS

BY 

TITLE President

DATE 5/25/90

FISCAL DATA

PIO/T NO.	598-0591-3-0655306
PROJECT NO.	598-0591
ALLOTMENT NO.	046-65-598-00-69-01
APPROPRIATION SYMBOL	72-1101021.6
BUDGET PLAN CODE	LDSA 90-35598-KG12
TOTAL ESTIMATED AMOUNT	\$300,000
TOTAL OBLIGATED AMOUNT	\$300,000
DUNS NO.	14-803-6312
IRS EMPLOYER IDENTIFICATION NO.	52-133-8892
FUNDING SOURCE	A.I.D./W

ATTACHMENT 1

SCHEDULE

A. PURPOSE OF GRANT

The purpose of this grant is to have Grantee provide support for bipartisan election observation activities in Latin America and the Caribbean and support Latin American participation on election observer missions to other regions during fiscal year 1990.

B. PERIOD OF GRANT

The effective date of this Grant is May 1, 1990 and the estimated completion date is June 30, 1991.

C. AMOUNT OF GRANT AND PAYMENT

1. A.I.D. hereby obligates the amount of \$300,000 for the purposes of this Grant.
2. Payment shall be made to the Grantee in accordance with the procedures set forth in Attachment 3 - Optional Standard Provision No. 1, entitled "Payment - Letter of Credit."

D. FINANCIAL PLAN

The following is the Grant Budget. Revisions to this budget shall be made in accordance with the Standard Provision No. 4, entitled "Revision of Grant Budget."

BUDGET

1.	Salaries	\$28,050
2.	Benefits	7,410
3.	Space and Utilities	4,000
4.	Supplies and Equipment	12,000
5.	Communications/Postage	13,750
6.	Travel and Per Diem/Comprehensive Monitoring	71,990
7.	Election Day Monitoring (2 Missions)	41,400
8.	LAC Participation in other NDI Missions	15,650
9.	Contractual Services	47,350
10.	Consultant's Fees	42,900
11.	Other Direct Costs	<u>15,500</u>
	TOTAL	\$300,000

Within the total of \$300,000, Grantee may adjust individual line items as is necessary for the performance of the services required hereunder.

E. REPORTING REQUIREMENTS

The Grantee shall provide to the A.I.D. project manager:

- Ten (10) copies each of final reports, in English and in Spanish, describing activities undertaken for each observer mission.
- Two (2) copies each of updated lists of participants on pre-election and election observer missions prior to the missions.
- Two (2) copies each of significant documents prepared for use in or resulting from project activities supported under this Grant. Examples include briefing materials and press releases.

Within ninety (90) days of termination of the Grant, Grantee shall provide to the A.I.D. project manager a final report consisting of a summary description of project activities and an evaluation of the Grantee's performance and effectiveness in achieving project objectives. The report shall be prepared in English and Spanish and submitted in ten (10) copies.

F. MANDATORY STANDARD PROVISIONS AND OPTIONAL STANDARD PROVISIONS

Attached hereto and made a part hereof is Attachment 3, composed of Mandatory Standard Provisions for U.S. Non-governmental Grantees and the Optional Standard Provisions for U.S. Nongovernmental Grantees of the following provisions contained in Attachment 3, the provisions marked by "X" are applicable under this Grant:

1. Mandatory Standard Provisions for U.S., Nongovernmental Grantees

- (x) Allowable Costs (November 1985)
- (x) Accounting, Audit, and Records (January 1988)
- (x) Refunds (January 1988)
- (x) Revision of Grant Budget (November 1985)
- (x) Termination and Suspension (May 1986)
- (x) Disputes (March 1987)
- (x) Ineligible Countries (May 1986)
- (x) Debarment, Suspension, and other Responsibility Matters (March 1989)
- (x) Nondiscrimination in Federally Assisted Programs (May 1986)
- (x) U.S. Officials Not to Benefit (November 1985)
- (x) Covenant Against Contingent Fees (November 1985)
- (x) Nonliability (November 1985)
- (x) Amendment (November 1985)
- (x) Notices (November 1985)

2. Optional Standard Provisions for U.S., Nongovernmental Grantees:

- (x) Payment - Letter of Credit (November 1985)
- () Payment - Periodic Advance (November 1985)
- () Payment - Cost Reimbursement (November 1985)
- (x) Air Travel and Transportation (November 1985)
- (x) Ocean Shipment of Goods (May 1986)
- (x) Procurement of Goods and Services (November 1985)
- (x) A.I.D. Eligibility Rules for Goods and Services (November 1985)
- (x) Subagreements (November 1985)
- (x) Local Cost Financing (November 1988)
- (x) Patent Rights (November 1985)
- (x) Publications (November 1985)
- () Negotiated Indirect Cost Rates - Predetermined (May 1986)
- () Negotiated Indirect Cost Rates - Provisional (May 1986)
- (x) Regulations Governing Employees (November 1985)
- () Participant Training (May 1986)
- () Voluntary Population Planning (August 1986)
- () Protection of the Individual as a Research Subject (November 1985)
- () Care of Laboratory Animals (November 1985)
- () Government Furnished Excess Personal Property (November 1985)
- (x) Title To and Use of Property (Grantee Title) (November 1985)
- () Title To and Care of Property (U.S. Government Title) (November 1985)
- (x) Cost Sharing (Matching) (November 1985)
- (x) Use of Pouch Facilities (November 1985)
- (x) Conversion of United States Dollars to Local Currency (November 1985)

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Program Description

A. Purpose

The purpose of the grant is to provide support for bipartisan NDI election observer activities in Latin America and the Caribbean and support Latin American participation on election observer missions to other regions during fiscal year 1990.

B. Program Description

Between May 1, 1990 and June 30, 1991, the Grantee will organize a comprehensive monitoring effort in one Latin American country, monitor developments relating to the electoral process in up to four other Latin American and Caribbean countries and invite Latin Americans to participate in delegations in other regions, as more fully described in its unsolicited proposal dated April 9, 1990, which is herein incorporated by reference and made a part hereof.

Comprehensive Monitoring

The national elections in Guatemala, scheduled for October/ November 1990, will receive comprehensive monitoring. A bipartisan pre-election delegation will review the election law, preparations for the elections and the political environment. Approximately one month before the elections, an NDI advance team will visit Guatemala to obtain an update on the political situation and the preparations for the election requiring the most scrutiny. The advance team will also make necessary logistical arrangements for a high-level observer delegation. The election day delegation of 20-40 persons will include parliamentarians, political party leaders, election officials and others with relevant experience, drawn from across the democratic political spectrum. U.S. participants would include Democrats and Republicans. The delegation leaders would include a former head of state or other prominent political leaders from outside the United States and a prominent U.S. national. NDI may station at least two observers in each regional capital, with a third of the delegation remaining in the national capital area. Delegates will be provided with briefing books, itineraries, and guidance for the conduct of the observers in the field. On election day, the teams will observe the opening of polls, various voting sites in their assigned regions, closing of polls and the counting of ballots, obtaining the results from one or more of the polling sites. They also will observe the regional tabulation process and conduct post-interviews. Following the elections, each team will present an oral report to ensure that the overall delegation statement reflects a nationwide perspective. One or more delegation members plus NDI staff will remain in the country until the counting process is complete to help deter fraud or to credibly denounce fraud if it occurs. NDI staff will draft the delegation report and circulate it for comments. A final report will be published in Spanish and English.

Selective Monitoring

NDI will support, to a lesser degree, election observer delegations in up to four elections in Latin America and the Caribbean, such as Haiti, El Salvador and the Dominican Republic. The size of the delegation will be 5 to 10 persons, and there will not be a highly visible pre-election delegation. NDI will provide observers with briefing materials. The observers will be dispersed into different regions of the country on election day. Because of its limited size and space, the delegation will be more cautious in issuing a post-election evaluation of the process; however, a report describing the process also will be prepared by NDI staff in a timely manner.

Latin American and Caribbean Participation in NDI Missions in other Regions

NDI is planning observer missions outside of Latin America during the period April 1990 to April 1991 in several countries, such as Bangladesh, Bulgaria, Czechoslovakia, Nigeria, Romania and Tunisia. NDI will include four Latin Americans on selected missions it organizes outside the region under this grant. Participation by Latin Americans may be warranted either because the individuals' experience would assist the observer delegation in understanding the election process or because the election process may provide insights applicable in the individuals' home countries.

C. Implementation

The Grantee will:

- 1) Recruit and engage qualified personnel to participate on pre-election observer missions, advance teams, and election day observer missions, as described above.
- 2) Provide logistical support for program activities, including travel and lodging arrangements, interpreters, and clerical and administrative support.
- 3) Provide participants with briefing materials and arrange itineraries for delegates.
- 4) Produce and distribute final reports.

D. Special Provisions

Prior to initiating election observer activities within a particular country, the Grantee will consult with A.I.D. to ensure that the country is eligible to receive U.S. economic assistance.

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AID 1350-1 (3-87) *PIO/T	AGENCY FOR INTERNATIONAL DEVELOPMENT PROJECT IMPLEMENTATION ORDER/TECHNICAL SERVICES	1. Cooperating Country - LAC Regional	Page 1 of Pages
		2. PIO/T No. 598-0591-3-0655306	3. <input checked="" type="checkbox"/> Original or Amendment No.
		J Project Activity No. and Title 598-0591 Human Rights Initiatives	

DISTRIBUTION	5. Appropriation Symbol 72-1101021.6 (046-65-598-00-69-01)	6. Budget Plan Code LDSA90-35598-KG12
	7. Obligation Status <input checked="" type="checkbox"/> Administrative Reservation <input type="checkbox"/> Implementing Document	8. Project Assistance Completion Date (Mo., Day, Yr.) 06/30/91
	9. Authorized Agent AID/W	10. This PIO/T is in full conformance with PRO/AG/T/O Date
	11a. Type of Action and Governing AID Handbook <input type="checkbox"/> AID Contract (HB 14) <input checked="" 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
					\$300,000
	B. U.S. Owned Local Currency				

13 Mission References	14A. Instructions to Authorized Agent MS/OP/OS/LAC is requested to negotiate a grant with the National Democratic Institute (NDI) for \$300,000 for Latin America Election Observer Missions, per the attached program description and estimated budget.
	14B. Address of Voucher Paying Office AID/W FM/PAFD

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. LAC/DI, S Sisralow <i>Sisralow</i>	Phone No. Date	B. The statement of work or program description lies within the purview of the initiating office and approved agency programs. LAC/DI, MMamlouk <i>MM</i>	Date 4-24-90
C. LAC/DR, DBlane <i>DB</i> LAC/DP, CWilliams <i>CW</i> LAC/DP, JFrancis <i>JF</i>	Date 4/25/90 Date 4/24/90	D. Funds for the services requested are available.	Date
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>Norma J. Parker</i> <i>Ng 10, 1990</i> Director, LAC/DI, Norma J. Parker	

AVAILABLE DOCUMENT