

CONTRACT INFORMATION MANAGEMENT SYSTEM (CIMS)

DIRECT ACTION DATA FORM

(For awards to U.S. individuals and Third Country Nationals (not FSNs) with a TEC less than or equal to \$25,000, only the shaded items on pages 1-5 of the form need to be completed.) *MINI - 5 1991*

SECTION 1: GENERAL AWARD INFORMATION (All Actions)

1a. Basic Award Number 518-0109-G-00-1137-00		1b. Basic Mod Number		1c. Order Number		1d. Order Mod Number	
AWARD NUMBER COMPONENTS [Items 2-6] NOTE For modifications and orders — these items refer to the Basic Award							
2. Country/Office (Award Prefix) 518 - Ecuador						3. Project Number 0109	
4. Procurement Instrument. Report one of the following codes to identify the type of action. For a work order or a modification to a contract or work order, indicate the category of the basic contract							
<input type="checkbox"/>	A - Cooperative Agreement	<input type="checkbox"/>	N - Other Federal Schedule Order				
<input type="checkbox"/>	B - Basic Ordering Agreement (BOA)	<input type="checkbox"/>	O - Purchase Order (PO)				
<input type="checkbox"/>	C - Contract (Other than BOA, DQC, IQC, PO, RC, PSC)	<input type="checkbox"/>	P - Participating Agency Service Agreement (PASA)				
<input type="checkbox"/>	D - Definite Quantity Contract (DQC)	<input type="checkbox"/>	Q - Requirements Contract (RC)				
<input type="checkbox"/>	E - Blanket Purchase Agreement (BPA)	<input type="checkbox"/>	R - Resources Support Services Agreement (RSSA)				
<input checked="" type="checkbox"/>	G - Grant	<input type="checkbox"/>	S - Personal Services Contract (PSC)				
<input type="checkbox"/>	I - Indefinite Quantity Contract (IQC)	<input type="checkbox"/>	X - Ribbon PASA				
<input type="checkbox"/>	M - GSA Schedule Order	<input type="checkbox"/>	Z - Ribbon Contract (Buy-In)				
5. Participating Agency (PASA/RSSA only)						6. FY of Award 1991	
7. Award Description Grantee shall implement a program that assists the electoral system in Ecuador.							
8. Principal Place of Performance a. A.I.D. Country Code or Name 518 - Ecuador			U.S. ONLY ▶		b. City		c. State d. Zip Code
9. Benefiting Country (A.I.D. Country Code or Name) 518 - Ecuador							
10. Project Officer Cntry Code/Org Symbol or A.I.D./W Org Symbol Last Name First MI 518 - USAID/Ecuador - GDO Leddy Ellen							
11. Requirement Received by Procuring Office (MMIDDIYY) 09/17/91		12. Date Award Signed by A.I.D. (MMIDDIYY) 09/30/91		13. Effective Date of Award (MMIDDIYY) 09/30/91		14. Estimated Completion Date (MMIDDIYY) 07/31/92	
BASIC AWARDS ONLY							
15a. SIC Code 8999		15b. Is This Vendor a Small Business for the SIC of Award? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No				16. Product/Service Code U099	
BASIC AWARDS AND ORDERS ONLY							
17. Procurement Type							
<input type="checkbox"/>	A - Technical Services To A.I.D.	<input type="checkbox"/>	F - Participant Training				
<input type="checkbox"/>	B - Technical Services to Host Country	<input type="checkbox"/>	G - Procurement Service Agent (PSA)				
<input type="checkbox"/>	C - Commodities	<input type="checkbox"/>	H - Research				
<input checked="" type="checkbox"/>	D - Training Services to A.I.D.	<input type="checkbox"/>	I - Architect and Engineering Services				
<input type="checkbox"/>	E - Training Services to Host Country	<input type="checkbox"/>	J - Construction				
18. Negotiator (Last, First, MI) Granja, Hernán V.			Country Code & Org Symbol or A.I.D./W Org Symbol 518 - RCO			Signature 	
19. Contract Officer (Last, First, MI) Dunlap, James J.			Country Code & Org Symbol or A.I.D./W Org Symbol 518 - RCO			Signature 	

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**CONTRACT INFORMATION MANAGEMENT SYSTEM (CIMS)
DIRECT ACTION DATA FORM**

GENERAL INSTRUCTIONS

Use this data form for reporting all contracts, DQCs, RCs, GSA and other Federal Schedule Orders, POs, PSCs and Ribbon Contracts with a total estimated cost (TEC) greater than \$25,000. Use this form to report all BOAs, BPAs, IQCs, Cooperative Agreements, Grants, PASAs, RSSAs, and Ribbon PASAs, regardless of dollar amount. Use this form to report all awards to U.S. individuals and Third Country Nationals (not FSNs), including PSCs and POs, regardless of the dollar amount. It should also be used to report any orders or modifications to all of the above awards, regardless of the dollar amount of the modification or order. Complete the appropriately labeled sections for different types of awards.

For awards to U.S. individuals and Third Country Nationals (not FSNs) with a TEC less than or equal to \$25,000, only the shaded items on pages 1-5 of the form need to be completed. If the TEC is greater than \$25,000, all of the items pertaining to awards must be completed.

When all parts of this form have been completed send one copy, along with the requirement document(s) and the award to

CIMS Section
MS/OP/PS/SUP
Room 1472, SA-14
Agency For International Development
Washington, DC 20523-1418

For detailed instructions, consult the Contract Information Management System (CIMS) Data Form Instruction Manual.

SECTION 1 - INSTRUCTIONS

1a. **Basic Award Number.** Enter the award number of the award. For a modification, report the basic award number in block 1a and the modification number in block 1b. For actions such as IQC delivery orders, report the award number of the basic contract in block 1a and the order number in block 1c. For a modification to an order, report the basic award number in block 1a, the order number in block 1c and the order modification number in block 1d.

For item numbers 2 through 6, see the latest version of the Contract Information Bulletin (CIB) on the Uniform Numbering System for AID -Direct Procurement Documents, for instructions and a list of codes. A list of codes is also provided in the CIMS Data Form Instruction Manual.

NOTE: For modifications or orders these items refer to the basic award.

2. **Country/Office (Award Prefix):** Report the Country or AID /W Procurement Office Code as specified in the CIB.

3. **Project Number:** Enter the last four digits of the seven-digit project number funding the award. For awards funded by operating expense money or money other than project funds, enter "0000" (zeros).

5. **Participating Agency (PASA/RSSA only):** For PASA/RSSA type actions, report the code of the participating U.S. Government Agency providing services under the agreement. A list of codes is provided in the CIMS Data Form Instruction Manual and in the CIB on Uniform Numbering Systems.

7. **Award Description:** The award description shall consist of a brief one-sentence description of the products or services being procured. The sentence shall start with the phrase "Contractor/Grantee/Recipient shall provide/assist/support." Fill in the Award Description for all basic Awards, Orders, and modifications to PASA/RSSA awards.

8. **Principal Place of Performance (Country):** Report the AID country code, if available, or the name of the area where the work for this award will be primarily performed. For products, report the code for the country where the product is manufactured. If the place of performance cannot be determined, report the vendor's billing location.

9. **Benefiting Country:** Report the AID Country Code, if available, or the name of the country receiving technical assistance from this award.

12. **Date award signed by AID.** Enter the date on which this action (basic award, order or modification) was signed by AID.

15a. **SIC Code:** Enter the Standard Industrial Classification (SIC) code that best describes the product or service acquired in this basic award. See FAR 19.102 for codes. A short list containing the codes most often used in AID is also provided in the CIMS Data Form Instruction Manual.

15b. **Small Business (Y/N)?** Check "Yes" if the vendor is classified as "small" for the SIC of the award.

16. **Product or Service Code:** Enter the Principal Product or Service code that best describes the product or service acquired in the basic award. A short list containing the codes most often used in AID is provided in the CIMS Data Form Instruction Manual. See the FPDS Product and Service Codes Manual for a complete listing, if necessary.

17. **Procurement Type:** Check the box next to the code which best describes the category of service or commodity being procured under this award.

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SECTION 2: DATA REQUIRED FOR SPECIFIC TYPES OF ACTIONS

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GRANTS AND COOPERATIVE AGREEMENTS ONLY

<p>20 Grant/Agreement Type</p> <table style="width:100%;"> <tr> <td style="width:50%; vertical-align: top;"> <input type="checkbox"/> A - Disaster Assistance <input type="checkbox"/> B - American Schools and Hospitals Abroad (ASHA) </td> <td style="width:50%; vertical-align: top;"> <input checked="" type="checkbox"/> C - Other Specific Support Programs <input type="checkbox"/> D - Title XII Authority <input type="checkbox"/> E - Other than A, B, C, or D </td> </tr> </table>	<input type="checkbox"/> A - Disaster Assistance <input type="checkbox"/> B - American Schools and Hospitals Abroad (ASHA)	<input checked="" type="checkbox"/> C - Other Specific Support Programs <input type="checkbox"/> D - Title XII Authority <input type="checkbox"/> E - Other than A, B, C, or D	<p>21. Total Amount of Non-Federal Funds pledged to this Grant/Agreement</p> <p align="center">\$ 214,395</p>
<input type="checkbox"/> A - Disaster Assistance <input type="checkbox"/> B - American Schools and Hospitals Abroad (ASHA)	<input checked="" type="checkbox"/> C - Other Specific Support Programs <input type="checkbox"/> D - Title XII Authority <input type="checkbox"/> E - Other than A, B, C, or D		

GSA & OTHER FEDERAL SCHEDULE ORDERS

22 Schedule Contract Number	23 Name of Federal Agency Awarding Schedule
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IQC BASIC ONLY

24 IQC Service Area	25 Minimum	26 Maximum (life of contract)
	\$	\$

ORDERS AND CONTRACTS ONLY

27. Advisory & Assistance Services?

Yes
 No

BASIC CONTRACTS ONLY

<p>28a Contract Type</p> <table style="width:100%;"> <tr> <td style="width:33%; vertical-align: top;"> <input type="checkbox"/> A - Cost-Plus (Fixed Fee) <input type="checkbox"/> B - Firm Fixed Price <input type="checkbox"/> C - Time and Materials <input type="checkbox"/> D - Labor Hour <input type="checkbox"/> E - Cost Sharing </td> <td style="width:33%; vertical-align: top;"> <input type="checkbox"/> F - Cost (No Fee) <input type="checkbox"/> G - Cost-Plus (Award Fee) <input type="checkbox"/> H - Cost-Plus (Incentive Fee) <input type="checkbox"/> I - Fixed-Price Incentive <input type="checkbox"/> J - Fixed-Price Redetermination </td> <td style="width:33%; vertical-align: top;"> <input type="checkbox"/> K - Fixed Price with Economic Price Adjustment </td> </tr> </table>	<input type="checkbox"/> A - Cost-Plus (Fixed Fee) <input type="checkbox"/> B - Firm Fixed Price <input type="checkbox"/> C - Time and Materials <input type="checkbox"/> D - Labor Hour <input type="checkbox"/> E - Cost Sharing	<input type="checkbox"/> F - Cost (No Fee) <input type="checkbox"/> G - Cost-Plus (Award Fee) <input type="checkbox"/> H - Cost-Plus (Incentive Fee) <input type="checkbox"/> I - Fixed-Price Incentive <input type="checkbox"/> J - Fixed-Price Redetermination	<input type="checkbox"/> K - Fixed Price with Economic Price Adjustment	<p>28b If Cost-type Contract, is this a level of effort (term) contract?</p> <p align="center"> <input type="checkbox"/> Yes <input type="checkbox"/> No </p>
<input type="checkbox"/> A - Cost-Plus (Fixed Fee) <input type="checkbox"/> B - Firm Fixed Price <input type="checkbox"/> C - Time and Materials <input type="checkbox"/> D - Labor Hour <input type="checkbox"/> E - Cost Sharing	<input type="checkbox"/> F - Cost (No Fee) <input type="checkbox"/> G - Cost-Plus (Award Fee) <input type="checkbox"/> H - Cost-Plus (Incentive Fee) <input type="checkbox"/> I - Fixed-Price Incentive <input type="checkbox"/> J - Fixed-Price Redetermination	<input type="checkbox"/> K - Fixed Price with Economic Price Adjustment		

<p>29a Is this a Letter Contract?</p> <p align="center"> <input type="checkbox"/> Yes <input type="checkbox"/> No </p>	<p>29b Is this a Definization of a Letter Contract?</p> <p align="center"> <input type="checkbox"/> Yes <input type="checkbox"/> No </p>
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30. Preference Program

<input type="checkbox"/> A - No Preference Program or Not Listed <input type="checkbox"/> B - 8(a) Program <input type="checkbox"/> C - Small Business (SB) Set-aside <input type="checkbox"/> D - Sheltered Workshop	<input type="checkbox"/> E - Tie-bid Preference <input type="checkbox"/> F - Labor Surplus Area (LSA) Set-aside <input type="checkbox"/> G - Combined LSA/SB Set-aside
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<p>31 Subject To Labor Statute</p> <input type="checkbox"/> A - Walsh-Healey Act, Manufacturer <input type="checkbox"/> B - Walsh-Healey Act, Regular Dealer <input type="checkbox"/> C - Service Contract Act <input type="checkbox"/> D - Davis-Bacon Act <input type="checkbox"/> E - Not Subject to the Above (include PSCs)	<p>32. Country of Manufacture/Origin of Services (A I.D Country Code or Name)</p> <hr/> <p>33. Subcontract Plan Required?</p> <p align="center"> <input type="checkbox"/> Yes <input type="checkbox"/> No </p>
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34. Date Solicitation Notice Published in CBD (MM/IDD/YY)	35. Date Solicitation issued (MM/IDD/YY)
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SECTION 2 - INSTRUCTIONS

20 Grant/Agreement Type: For Grants and Cooperative Agreements, check the box next to the code which best describes the award. Code C- "Other Specific Support Programs" refers to Chapters 4 and 6 of Handbook 13. Use Code E- "Other than A, B, C, or D," for unusual types which are not covered in codes A, B, C or D.

21. Total Amount of Non-Federal Funds pledged to this Grant/Agreement Enter the total amount of matching (non-federal) funds pledged to this Grant or Cooperative Agreement.

22 Schedule Contract No. Enter the schedule contract number assigned by GSA or other Federal Agency which awarded the basic schedule contract. Do not use dashes in the schedule contract number.

23 Name of Federal Agency Awarding Schedule. Enter the name of the Federal Agency which awarded the basic schedule contract.

24 IQC Service Area. For IQC basic awards, enter the code which best describes the services rendered by the vendor. See listing provided in the CIMS Data Form Instruction Manual.

27 Advisory & Assistance Services? (Y/N) Check "Yes" if the award is for advisory and assistance services. See FAR 37.2 for definitions and examples.

28a Contract Type. Check the box next to the code for the type of contract. Use code C- "Time and materials" for

IQCs. Most PSCs are usually code C or D.

28b If Cost-Type Contract, is this a level of effort (term) contract? (Y/N): If this is a Cost-Type Contract, check the box to indicate whether the award is a level of effort or completion. (See FAR 16.306)

Y - Yes, Level of effort (term)

N - No, Completion

30 Preference Program. Check the box next to the code which best describes the preference program used in making this award. Check A if no preference program.

31. Subject to Labor Statute. Select the Labor Statute which applies to this award by checking the appropriate box. Most AID contracts, including PSCs, are code E.

32 Country of Manufacture/Origin of Services (Country Code or Name). Enter the AID country code, if available, or the name of the country where the product is manufactured. For services, report the code for the nationality of the vendor. If there are multiple sources, enter the code of the country that supplies the greatest portion.

33 Subcontract Plan required (Y/N)? Check "Yes" if the vendor for this award is required to submit a plan for using small business concerns and small disadvantaged business concerns as subcontractors. (See FAR 19.701(a))

34 Date Solicitation Notice Published in CBD. If applicable, enter the date that a synopsis of the solicitation appeared in the Commerce Business Daily (CBD).

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BASIC CONTRACTS AND NON-COMPETITIVE CONTRACT MODIFICATIONS ONLY

36. CICA Applicability

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- | | |
|---|---|
| <input type="checkbox"/> A - CICA Applicable (Include 8(a)) | <input type="checkbox"/> C - Subject to a Statute other than CICA (use for FAA) |
| <input type="checkbox"/> B - Small Purchase Procedure | <input type="checkbox"/> D - Pre-CICA |

37 Extent Completed

- | | |
|---|---|
| <input type="checkbox"/> A - Competed Action (Include Small Business set-aside) | <input type="checkbox"/> C - Follow-on to Competed Action |
| <input type="checkbox"/> B - Not Available for Competition (use for sole-source 8(a)) | <input type="checkbox"/> D - Not Competed |

38 Solicitation Procedure

- | | |
|--|---|
| <input type="checkbox"/> A - Full and Open Competition (Sealed Bid)
<input type="checkbox"/> B - Full and Open Competition (Competitive Proposal)
<input type="checkbox"/> C - Full and Open Competition (Combination)
<input type="checkbox"/> D - Architect - Engineer
<input type="checkbox"/> E - Basic Research
<input type="checkbox"/> F - Multiple Award Schedule | <input type="checkbox"/> G - Alternate Source (Reduced Cost)
<input type="checkbox"/> H - Alternate Source (Mobilization)
<input type="checkbox"/> J - Alternate Source (Engineering/R&D)
<input type="checkbox"/> K - Set Aside (Include competitive 8(a))
<input type="checkbox"/> L - Other Than Full & Open Competition (Include sole-source 8(a), FAA.) |
|--|---|

39. Authority — Other than Full & Open Competition (Complete Only If No. 38 = L)

- | | |
|---|--|
| <input type="checkbox"/> A - Unique Source
<input type="checkbox"/> B - Follow-on Contract
<input type="checkbox"/> C - Unsolicited Research Proposal
<input type="checkbox"/> D - Patent/Data Rights
<input type="checkbox"/> E - Utilities
<input type="checkbox"/> F - Standardization
<input type="checkbox"/> G - Only One Source - Other than A-F above
<input type="checkbox"/> H - Urgency | <input type="checkbox"/> J - Mobilization
<input type="checkbox"/> K - Essential R&D Capability
<input type="checkbox"/> L - International Agreement
<input type="checkbox"/> M - Authorized by Statute (Inc. sole-source 8(a), FAA)
<input type="checkbox"/> N - Authorized Resale
<input type="checkbox"/> P - National Security
<input type="checkbox"/> Q - Public Interest |
|---|--|

40 A.I.D. Special Authorities — Other than Full & Open Competition (Complete only If No.39 = M)

- | | |
|---|---|
| <input type="checkbox"/> A - Impairment of Foreign Aid Programs. All Personal Services Contracts (PSCs) (See AIDAR 706.302-70)
<input type="checkbox"/> B - Impairment of Foreign Aid Programs. Award of \$100,000 or less by an overseas contracting activity (See AIDAR 706.302-70)
<input type="checkbox"/> C - Impairment of Foreign Aid Programs. Written Determination by Assistant Administrator or Administrator. (see AIDAR 706.302-70)
<input type="checkbox"/> D - Impairment of Foreign Aid Programs. Title XII Selection Procedure-General (See AIDAR 706.302-70) | <input type="checkbox"/> E - Impairment of Foreign Aid Programs: Title XII Selection Procedure-Collaborative Assistance. (See AIDAR 706.302-70)
<input type="checkbox"/> F - Disaster Relief (See Handbook 8, Chapter 2)
<input type="checkbox"/> G - None of the Above Special Authorities |
|---|---|

41. Synopsis of Procurement

-
- A - Synopsized prior to award
-
-
- B - Not synopsized due to urgency (use only If No. 39 = H)
-
-
- C - Not synopsized for other reason

42. No. of Offers

43. No. of Offers of Non-U.S. Item(s)

MODIFICATIONS ONLY

44 Modification purpose (Mark all that apply)

- | | |
|---|--|
| <input type="checkbox"/> Incremental Funding
<input type="checkbox"/> Administrative Change
<input type="checkbox"/> Extension of Term
<input type="checkbox"/> New/Revised Scope of Work
<input type="checkbox"/> Increase in TEC
<input type="checkbox"/> Decrease in TEC
<input type="checkbox"/> Overhead Rate Adjustment | <input type="checkbox"/> Exercise of Option
<input type="checkbox"/> Transfer Administrative Responsibility
<input type="checkbox"/> Novation Agreement
<input type="checkbox"/> Termination for Convenience
<input type="checkbox"/> Termination for Default
Other: _____
_____ |
|---|--|

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SECTION 2 - INSTRUCTIONS

For a modification which was non-competitive (i.e., which required a non-competitive justification and was outside of the scope of work of the original contract) complete Items 36 thru 43 See FAR 6 302 and 6 303

36 CICA Applicability: Check the box next to the code which describes the applicability of CICA or other statutes to this award. Select code B - "Small Purchase Procedure" if this action is a small purchase pursuant to the procedures in FAR Part 13. Select Code C - "Subject to a Statute other than CICA" if this action is pursuant to the procurement procedures authorized under the Foreign Assistance Act (FAA) for Impairment of Foreign Aid Programs, Title XII Selection Procedures, or Disaster Relief. Select code A - "CICA Applicable" for all other procurement actions resulting from a solicitation issued on or after April 1, 1985 and codes B or C do not apply. 8(a) awards are coded as A. Non-competitive modifications are coded as A. Select code D - "Pre-CICA" for new procurements resulting from a solicitation issued prior to April 1, 1985.

37 Extent Competed: Check the box next to the code which describes the extent to which this award was competed. Select code A - "Competed Action" for Small Business set-asides and competitive 8(a) awards. Competed actions also include procurements authorized under the Foreign Assistance Act (FAA) for Impairment of Foreign Aid Programs, Title XII Selection Procedures, or Disaster Relief, where more than one offer was received. Select Code B - "Not Available for Competition" for sole-source 8(a) awards. Select Code B for procurements authorized under the Foreign Assistance Act (FAA), where only one offer was received.

38 Solicitation Procedure: Check the box next to the code which describes the method by which this award was competed (See FAR Part 6). Select Code K - "Set-Aside" for small business set-asides and competitive 8(a) awards. Code L - "Other Than Full & Open Competition" includes sole-source 8(a) awards and procurements authorized under the Foreign Assistance Act (FAA) for Impairment of

Foreign Aid Programs, Title XII Selection Procedures, or Disaster Relief

39. Authority - Other Than Full & Open Competition: Complete only if Item No. 38 is equal to "L". For awards exercising other than full and open competition, check the box next to the code which describes the authority by which the award was not fully competed (See FAR Part 6). Code M - "Authorized by Statute" includes sole-source 8(a) awards and procurements authorized under the Foreign Assistance Act (FAA) for Impairment of Foreign Aid Programs, Title XII Selection Procedures, or Disaster Relief.

40. A.I.D. Special Authorities - Other Than Full & Open Competition: Complete only if Item No. 39 is equal to "M". For those awards authorized by the Foreign Assistance Act (FAA) for other than full and open competition, check the box next to the code which describes the authority. Select Code G - "None of the Above Special Authorities" for sole-source 8(a) awards.

41 Synopsis of Procurement: Check the box next to the appropriate code based on the Commerce Business Daily synopsis requirements of FAR 5.2. Code B - "Not synopsisized due to urgency" may be used only if Item 39 is equal to "H".

43 No. of Offers of Non-U.S. Item(s): Enter the number of bidders offering non-U.S. foreign end items worth 51% or more of the contract value. If the contract is exclusively for services, enter "0".

44 Modification Purpose (Mark all that apply): If this action is a Modification to a Basic Award or a Modification to an Order, check all of the Modification Purposes that apply to this action. If the purpose is other than those listed on the form, check "Other" and provide a brief description.

SECTION 3: VENDOR INFORMATION (All Actions)

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45. Prime Vendor (Full Name and Address) INSTITUTO INTERAMERICANO DE DERECHOS HUMANOS/CENTRO DE ASESORIA Y PROMOCION ELECTORAL IIDH/CAPEL Apartado Postal 10.081 San José, Costa Rica	46 DUNS or CEC Number 47 Taxpayer ID No. (TIN)
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BASIC AWARDS AND NOVATIONS ONLY

48. Economic Sector

<input type="checkbox"/> A - Private	<input type="checkbox"/> C - Federal Government
<input type="checkbox"/> B - International Public Sector	<input type="checkbox"/> D - State/Local Government

49 Business Organization Type

<input type="checkbox"/> A - Corporation	<input type="checkbox"/> H - Voluntary Organization
<input type="checkbox"/> B - Individual	<input type="checkbox"/> I - Foundation
<input type="checkbox"/> C - University or College	<input type="checkbox"/> J - Hospital
<input type="checkbox"/> D - Historically Black College or University	<input type="checkbox"/> K - Partnership
<input type="checkbox"/> E - Educational Organization other than University or College	<input type="checkbox"/> L - Proprietorship
<input checked="" type="checkbox"/> F - International Center	<input type="checkbox"/> M - Sheltered Workshop
<input type="checkbox"/> G - Research Organization other than International Center	<input type="checkbox"/> Z - Other

50 For Profit? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	51 U.S. Nationality? (If U.S. Nationality, then answer Items 52-53) <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
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52 Ownership Type (Complete only if Item No. 51 = Yes) <input type="checkbox"/> A - Asian-Indian American <input type="checkbox"/> B - Asian-Pacific American <input type="checkbox"/> C - Black American <input type="checkbox"/> D - Hispanic American <input type="checkbox"/> E - Native American <input type="checkbox"/> F - Other Minority <input type="checkbox"/> Z - Non-Minority	53 Woman/Woman-Owned? (Complete only if Item No 51 = Yes) <input type="checkbox"/> Yes <input type="checkbox"/> No
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54. If the Vendor is an individual who is not a U.S. Citizen, is he/she a Green Card holder?
 Yes No

55 If U.S. University, Host Country Counterpart Institution

56a Common Parent Organization (tax purposes) <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	56c DUNS or CEC Number
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56b Parent Vendor (Full Name)	56d. Taxpayer ID No (TIN)
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57a Joint Venture?
 Yes No

57b Participant Vendor (Full Name)	57c. DUNS or CEC No.	57d. Taxpayer ID No. (TIN)

SECTION 3 - INSTRUCTIONS

45 Prime Vendor Record the vendor's full name and address in the space provided For U.S Universities include participating School/Center/Institute For PASA/RSSAs include participating Agency and Department For individuals, record the name as last, first and middle initial

46 DUNS or CEC No. Enter the 9-digit Dun & Bradstreet number or Contractor Establishment Code for the vendor of this action

47 Taxpayer ID No (TIN) Enter the 9-digit Taxpayer Identification Number used by the IRS for the vendor of this action (Note for individuals, the TIN is the individual's Social Security Number) Foreign vendors which do not do business in the U S do not have a TIN See FAR 4.9

48 Economic Sector Check the box next to the code which best applies to the sector in which the vendor of this action participates

49 Business Organization Type Check the box next to the code which best describes the vendor of this action

50 For Profit (Y/N)? Check "Yes" if the vendor is a profit organization Check "No" if the vendor is a non-profit organization (Even if a non-profit organization charges a fee, it is still considered to be non-profit)

51 U S. Nationality (Y/N)? Check "Yes" if the vendor is a U S citizen, is a corporation or partnership organized under the laws of the U S , is a U S - controlled foreign corporation (per 957 et seq of the U S Internal Revenue Service Code), or is a joint venture consisting entirely of individuals, corporations, or partnerships falling into one of the three foregoing categories

52 Ownership Type: Complete only if Item No. 51 is equal to "Yes". If the vendor is a firm or individual of U S Nationality, check the box next to the code which best describes the ownership type of the vendor of this action

53 Woman/Woman-Owned (Y/N)? Complete only if Item No. 51 is equal to "Yes". If the vendor is a firm or individual of U S Nationality, indicate whether or not the vendor is a woman or woman-owned A woman-owned business is a business that is at least 1% owned, controlled, and operated by women who are U S citizens

54 If the Vendor is an Individual who is not a U.S. Citizen, is he/she a Green Card holder? (Y/N): Answer "Yes" if the individual has a green card, even if they are not currently residing in the U S

55 Host Country Counterpart Institution. If the vendor is a U S University, enter the name of the host-country institution receiving technical assistance

56a. Common Parent Organization (Tax Purposes). Answer "Yes" if the firm is a member of an affiliated group of corporations that files Federal Income Tax returns on a consolidated basis If "Yes", complete Items 56b. - 56d related to the parent firm

56c Common Parent DUNS or CEC No. Enter the 9-digit Dun & Bradstreet number or Contractor Establishment Code for the common parent (tax filing) organization

56d Common Parent Taxpayer ID Number (TIN) Enter the 9-digit Taxpayer Identification Number used by the IRS for the common parent organization See FAR 4.9

57a Joint Venture? Answer "Yes" if the awardee is a joint venture. If "yes", complete items 57b, 57c and 57d for each participant in the joint venture

57c. Participant DUNS or CEC No . Enter the 9-digit Dun & Bradstreet number or Contractor Establishment Code for each joint venture participant

57d. Participant Taxpayer ID Number (TIN): Enter the 9-digit Taxpayer Identification Number used by the IRS for each joint venture participant.

SECTION 4: FINANCIAL INFORMATION (All Actions)

1137

58 Total Estimated Cost (TEC)

a Previous TEC

\$ 0.00

b. (Increase/Decrease) This Action

\$ 1,000,000

c Current TEC

\$ 1,000,000

OBLIGATION DATA

59

a. Budget Plan Code

b. Project Number

c. Amount Obligated/Deobligated
(This Action)

d. Funds Type*

LDSA-91-25518-KG13

518-0109

\$ 440,000

USD

\$

\$

\$

\$

\$

\$

\$

\$

\$

\$

\$ 440,000

e. TOTAL 

* Funds Type Codes

USD: U.S. Dollars

USL: U.S. Owned Local Currency

60. Paying Office: Identify the Office responsible for paying vendor invoices.

For Mission Payments, enter:

USAID/ (country) Ecuador

For A.I.D./W Payments, check either:

PFM/FM/A/OE

PFM/FM/CMPD/DCB

61a. Incrementally Funded?

YES

NO

61b. If Incrementally Funded;

Date Funded through: (MMDDYY)

03/31/92

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SECTION 4 - INSTRUCTIONS

NOTE All financial information must be in U.S. dollars or U.S. dollar equivalents. All local currency amounts must be converted to the U.S. dollar equivalent. "U.S. dollar equivalent" is the dollar value of the local currency at the time of the action signature.

58a. Previous Total Estimated Cost (TEC): Enter the total estimated cost to be incurred during the expected life of this award, as of the previous action.

58b Total Estimated Cost (TEC): (Increase/Decrease) This Action: Enter the amount of change in the total estimated cost as a result of this action. Use a minus sign to indicate a decrease. If there is no change, enter "0".

58c Current Total Estimated Cost (TEC): Enter the current total estimated cost to be incurred during the expected life of this award.

59a Budget Plan Code (BPC): Enter each Budget Plan Code associated with this action.

59b Project Number: Enter the Project Number associated with each BPC.

59c Amount Obligated/Deobligated (This Action): Enter the obligation amount associated with each BPC. Use a minus sign to indicate a deobligation.

59d Funds Type: Enter the Funds Type Code associated with each BPC. "USD" = U.S. Dollars "USL" = U.S. Owned Local Currency.

59e TOTAL Obligation/Deobligation: Enter the sum of all BPC amounts found in Item 59c. Use a minus sign to indicate a deobligation.

61a Incrementally Funded (Y/N)? An award which is not fully funded but will be funded in increments. The award states the amount presently available for payment by the government and allotted to the award, and the period of performance it is estimated the allotted amount will cover.

United States Agency for
International Development (AID)
Quito, Ecuador



Agencia de los Estados Unidos para
el Desarrollo Internacional (AID)
Quito, Ecuador

September 30, 1991

Dr. Roberto Cuellar
Executive Director, A.I.
Instituto Interamericano de
Derechos Humanos/Centro de
Asesoría y Promoción Electoral
IIDH/CAPEL
Apartado Postal 10.081
San Jose, Costa Rica

SUBJECT: Grant No. 518-0109-G-00-1137-00

Gentlemen:

Pursuant to the authority contained in the Foreign Assistance Act of 1961, as amended, the Agency for International Development (hereinafter referred to as "A.I.D." or "Grantor") hereby grants to Instituto Interamericano de Derechos Humanos/Centro de Asesoría y Promoción Electoral (hereby referred to as "IIDH/CAPEL" or "Grantee"), the sum of \$440,000 to support the Grantee's effort to implement a program that assists the electoral system in Ecuador, as more fully described in the Schedule of this Grant and in Attachment 2, entitled "Program Description."

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 with the effective date and ending approximately March 31, 1992.

This Grant is made to IIDH/CAPEL on 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.

**DUPLICATE
ORIGINAL**

Please sign the original and each copy of this letter to acknowledge your receipt of the Grant. Return the original and all other copies to the Program and Project Development Office, Quito, Ecuador, but keep one for your files.

Sincerely yours,


Charles E. Costello
Mission Director


Paul C. Lambert
Ambassador of the United
States of America

Attachments:

1. Schedule
2. Program Description
3. Standard Provisions

ACKNOWLEDGED:

INSTITUTO INTERAMERICANO DE DERECHOS HUMANOS
CENTRO DE ASESORIA Y PROMOCION ELECTORAL

BY:


Signature

NAME: Roberto Cuellar

Title: Executive Director

Date: _____

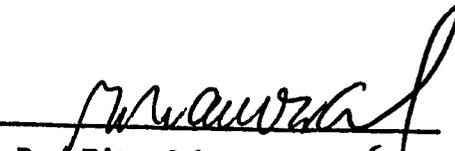
FISCAL DATA

PIO/T No	:518-0109-3-09191
Project No	:518-0109
Appropriation	:72-1111021
Budget Plan Code	:LDSA-91-25518-KG13
RCN	:P091167
Total Estimated Amount	:\$1,000,000
Total Obligated Amount	: 440,000
Technical Office	:USAID/Ecuador, GDO

TESTIGO DE HONOR

FIRMA DEL CONVENIO DE DONACIÓN CON EL INSTITUTO INTERAMERICANO
DE DERECHOS HUMANOS/CENTRO DE ASESORIA Y PROMOCION ELECTORAL, IIDH/CAPEL

Para solemnizar el acto firma como testigo de honor el señor
doctor Tito Cabezas Castillo, Presidente del Tribunal Supremo
Electoral.


Dr. Tito Cabezas Castillo

SCHEDULE

A. Purpose of Grant

The purpose of this Grant is to support IIDH/CAPEL in its efforts to implement a program to assist the electoral system in Ecuador, as more specifically described in Attachment 2 to this Grant entitled "Program Description."

B. Period of Grant

1. The effective date of this Grant is the date on the cover letter. The expiration date of this Grant is July 31, 1992.
2. Funds obligated hereunder are available for program expenditures from the date of the cover letter of this grant until March 31, 1992, as shown in the grant budget below.
3. Notwithstanding the grant effective date, pregrant costs associated with design activities and grant execution shall be allowable costs under the grant. These costs are part of the overall estimated program costs, and shall not exceed \$25,000.

C. Amount of Grant and Payment

1. The total estimated amount of this Grant for the period shown in B.1 is \$1,000,000.
2. AID hereby obligates the amount of \$440,000 for program expenditures during the period set forth in B.2 above as shown in the financial plan below.
3. Payment shall be made to the Grantee in accordance with procedures set forth in Attachment 3, Optional Standard Provision, No. 1 entitled "Payment - Periodic Advance." Most disbursements will be made in local currency. Local cost financing is therefore authorized.
4. Additional funds up to the total amount of the Grant shown in C.1 above may be obligated by AID subject to the availability of funds and to the requirements of the Standard Provision of the Grant entitled "Revision of Grant Budget."

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5. It is understood that IIDH/CAPEL is receiving USAID financial support to implement this program, as opposed to committing its own resources. In the event USAID is unable to fully fund the Grant, IIDH/CAPEL will only be responsible for completing whatever part of the work that can be accomplished within the amount of money actually provided by USAID.

D. Grant Budget

1. The following is the grant budget (see Annex A), including local cost financing items. Revisions to this budget shall be made in accordance with Standard Provision of this Grant, entitled "Revision of Grant Budget." Without the prior written approval of the Grant Officer, IIDH/CAPEL shall not exceed the estimated dollar cost for any individual line item of cost shown below by more than 15% of such line item. The total obligated amount shall not be exceeded.

"GRANT BUDGET
(US DOLLARS)

Cost Element	FM: Eff.Date TO: 03/31/92	FM: 04/01/92 TO: 07/31/92	TOTAL AID FUNDS	COUNTERPART CONTRIBUTION	TOTAL PROJ.
I. Pre-Grant Expenses	\$ 25,000	-0-	25,000	0	25,000
II. Electoral Training	165,791	84,509	250,300	214,395	464,695
III. External Technical Assistance	140,696	90,504	231,200	0	231,200
IV. Civic Education Campaign	25,513	275,987	301,500	0	301,500
V. Election Observance Expenses	-0-	30,000	30,000	0	30,000
VI. Overhead & Administ. Expenses	83,000	79,000	162,000	0	162,000
	<u>\$440,000</u>	<u>\$560,000</u>	<u>\$1,000,000</u>	<u>\$214,395</u>	<u>\$1,214,395</u>

¹ This line-item includes \$13,000 for an external audit.

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E. Reporting

1. Financial Reporting

- a. Financial reporting requirements shall be in accordance with the Standard Provision of this grant entitled "Payment-Periodic Advance (November 1985)" as shown in Attachment 3.
- b. The original and two copies of all financial reports shall be submitted to USAID, Office of the Controller. In addition, one copy of all financial reports shall be submitted to the Technical Office, USAID/Ecuador - GDO.
- c. With respect to the above payment provisions, the USAID/Ecuador Controller's Office reserves the right to require original receipts in support of all expenditures.

2. Program Performance Reporting

- a. The Grantee shall submit monthly program performance reports, and a final report which briefly presents the following information:
 - (a) A comparison of actual accomplishments with the goals established for the period.
 - (b) Between the required performance reporting dates, events may occur that have significant impact upon the program. In such instances, the Grantee shall inform USAID as soon as the following types of conditions become known:

Problems, delays, or adverse conditions that will materially affect the ability to attain program objectives, or prevent the meeting of time schedules and goals. This disclosure shall be accompanied by a statement of the action taken, or contemplated, and any USAID assistance needed to resolve the situation.

Favorable developments or events.

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

- b. If any performance review conducted by the grantee discloses the need for change in the budget estimates in accordance with the criteria established in the Standard Provision of this Grant entitled "Revision of Grant Budget", the Grantee shall submit a request for budget revision.
- c. Three copies of each performance report shall be submitted to USAID/Ecuador, Attention: GDO.

F. SPECIAL PROVISIONS

1. Local Cost Financing

- a. Costs qualifying as local costs are eligible for financing under the grant in accordance with the terms of this special provision. Local costs are defined as (i) indigenous goods, (ii) imported shelf items, and (iii) services provided by suppliers meeting the requirements contained in subparagraph b. Indigenous goods are those that have been mined, grown or produced in the cooperating country through manufacture, processing or assembly. In the case of produced goods containing imported components, to qualify as indigenous a commercially recognized new commodity must result that is substantially different in basic characteristics or in purpose or utility from its components. Imported items are eligible for financing under the following situations:

- (1) All locally financed procurements must be covered by source/and nationality waivers as set forth in Chapter 5 of Handbook 1, Sup. B, with the following exceptions:
 - (a) Locally available commodities of U.S. origin, which are otherwise eligible for financing, if the value of the transaction is estimated not to exceed the local currency equivalent of \$100,000 (exclusive of transportation costs).
 - (b) Commodities of geographic code 935 origin if the value of the transaction does not exceed \$5,000.
 - (c) Professional services contracts estimated not to exceed \$250,000.

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- (d) Construction services contracts estimated not to exceed \$5,000,000.
- (e) The following commodities and services which are available only locally:
 - Utilities including fuel for heating and cooking, waste disposal and trash collection;
 - Communications --telephone, telex, fax, postal and courier services;
 - Rental costs for housing and office space;
 - Petroleum, oils and lubricants for operating vehicles and equipment;
 - Newspapers, periodicals and books published in the cooperating country;
 - Other commodities and services (and related expenses) that, by their nature or as a practical matter, can only be acquired, performed, or incurred in the cooperating country, e.g., vehicle maintenance, hotel accommodations, etc.

(2) When local procurement of U.S. origin commodities is planned under a project, such a decision should be supported by an analysis of the prices of goods expected to be procured, and a determination that the prices are reasonable, taking into account comparable delivery terms and prices from the United States, and the implementation schedule of the project.

b. To qualify as local costs, goods and services must also meet the following additional requirements:

- (1) They normally must be paid for in local currency.

B

- (2) The supplier must be located in the cooperating country and must be of cooperating country nationality as defined in USAID Handbook 1B, Chapter 5.
- (3) Any component from a country not included in USAID geographic code 935 renders a commodity ineligible for financing.

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

- (1) Military equipment,
- (2) Surveillance equipment,
- (3) Commodities and services for support of police or other law enforcement activities,
- (4) Abortion equipment and services,
- (5) Luxury goods and gambling equipment, or
- (6) Weather modification equipment.

d. Ineligible Suppliers: Funds provided under this grant shall not be used to procure any goods or services furnished by any firm or individual whose name appears on USAID's Consolidated List of Debarred, Suspended, or Ineligible Awardees (USAID Regulation 8, (22 CFR 208)). USAID will provide the grantee with this list upon request.

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

- (1) Agricultural commodities,
- (2) Motor vehicles,
- (3) Pharmaceuticals,
- (4) Pesticides,
- (5) Rubber compounding chemicals and plasticizers,
- (6) Used equipment,

- (7) U.S. Government-owned excess property, or
- (8) Fertilizer.

f. If USAID determines that the grantee has procured any of the restricted or ineligible goods and services specified in subparagraphs (c) through (e) above, or 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."

- 2. Optional Standard Provisions applicable to this grant are shown in Attachment No. 3.
- 3. NON-USAID Contribution

It is understood that The Tribunal Supremo Electoral del Ecuador (hereby referred to as "TSE") is to be the source of counterpart contributions, reference TSE's formal commitment dated August 29, 1991, Notice No. 512.

The TSE commitment is to provide from non-USAID sources, money and in-kind contributions to the equivalent of US\$214,395. As Grantee, IIDH/CAPEL is responsible to make a best effort to obtain the planned counterpart contribution, however, should TSE not contribute the stated amount neither USAID nor IIDH/CAPEL shall be required to make up the difference.

G. Title to Property

Title to property purchased under this Grant shall vest in the Grantee.

H. Indirect Cost Rates

- 1. All costs reimbursable under this Agreement shall be direct costs. There is no provision for indirect cost rates such as overhead, general and administrative or others. Central, overhead-type, administrative costs shall, however, be allowable as direct charges.
- 2. In the event the Grantee, prior to the termination of this Grant, receives US Government approval of an indirect cost accounting system and negotiated indirect cost rates, this portion of the terms may be renegotiated.

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I. Close-Out Procedures

This section prescribes uniform closeout procedures for this grant.

1. The following definitions shall apply for the purpose of this section:
 - a. Closeout: The closeout of a grant is the process by which USAID determines that all applicable administrative actions and all required work of the grant have been completed by the Grantee and USAID.
 - b. Date of Completion: The date of completion is the date on which all work under grants is completed or the date on the award document, or any supplement or amendment thereto, on which sponsorship ends.
 - c. Disallowed Costs: Disallowed costs are those charges to a grant that USAID or its representative determines to be unallowable in accordance with the applicable Federal cost principles or other conditions contained in the grant.
2. AID closeout procedures include the following requirements:
 - a. Upon request, USAID shall make prompt payments to a Grantee for allowable reimbursable costs under the grant being closed out.
 - b. The Grantee shall immediately refund any balance or unobligated (unencumbered) cash that USAID has advanced or paid and that is not authorized to be retained by the Grantee for use in other grants.
 - c. AID shall obtain from the Grantee within 90 calendar days after the expiration of the Grant all financial, performance and other reports required as a condition of the grant. USAID may grant extensions when requested by the Grantee.
 - d. A final financial compliance audit must be performed prior to the closeout of the grant, which is in accordance with the U.S. Government Accounting Office standards, USAID shall retain the right to recover any expenditures which are contrary to the terms and conditions of the grant and all applicable annexes, after fully considering the questioned costs resulting from the final audit.

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PROGRAM DESCRIPTION

The Electoral Education and Civic Training Project consists of three major components: a civic education campaign; the training of poll workers; and an elections observation component. This project directly benefits all Ecuadorians by ensuring a fairly held and transparent election and by encouraging wider and more active participation in the electoral process.

The Civic Education Campaign components is a non-partisan, multimedia effort aimed at informing Ecuador's citizenry of the importance of their active participation in electing leaders who represent their interests. The specific goal of this component is to motivate citizens to actively participate in the May, 1992 elections. Component activities will consist of a survey to determine public attitudes toward the electoral process in general and the Tribunal Supremo Electoral, the organization charged with overseeing the elections, in particular and a multimedia education campaign aimed at explaining the importance of voting, how the electoral process works and how to cast a vote.

The Training Component will provide poll workers and their supervisors with the knowledge and skills necessary to appropriately interpret and apply Ecuadorian voting procedure and to correctly resolve any problems which arise during the voting process. The specific goals of the Training Component are to train poll workers in voting procedure, in how to use their equipment and materials; e.g. ballots and ballot boxes, and in interpersonal and communication skills.

The elections will be observed by twelve (12) experts from the following countries: Argentina, Bolivia, Brazil, Chile, Costa Rica (3 observers), El Salvador, Guatemala, Nicaragua, Panama and Peru. The observations of these twelve individuals will serve to verify the level of success of the project as well as to provide information for the final project evaluation.

Note: CAPEL's proposal contains a more detailed description of project activities and is incorporated by reference. To the extent there are differences between the proposal and this Grant, the provisions of this Grant shall prevail.

MANDATORY AND OPTIONAL STANDARD PROVISIONS
(Appendix 4D, AID Handbook 13)

The following Mandatory and Optional Standard Provisions for Non U.S., Non-Governmental Grantees in effect as of the effective date of this Grant are incorporated herein by reference with full force and effect as though fully set forth herein:

A. Mandatory Standard Provisions

- | | |
|---|------------------|
| 1. Allowable Costs | (May 1986) |
| 2. Accounting, Audit, and Records | (May 1991) |
| 3. Refunds | (September 1990) |
| 4. Revision of Grant Budget | (May 1986) |
| 5. Termination and Suspension | (May 1986) |
| 6. Disputes | (November 1985) |
| 7. Ineligible Countries | (May 1986) |
| 8. Debarment, Suspension, and Other
Responsibility Matters | (March 1989) |
| 9. U.S. Officials Not to Benefit | (November 1985) |
| 10. Nonliability | (November 1985) |
| 11. Amendment | (November 1985) |
| 12. Notices | (November 1985) |

B. Optional Standard Provisions

- | | |
|---|-----------------|
| 1. Payment - Periodic Advance | (November 1985) |
| 3. Air Travel and Transportation | (May 1986) |
| 5. Procurement of Goods and Services | (May 1986) |
| 6. AID Eligibility Rules for Goods
and Services | (May 1986) |
| 10. Publications | (May 1986) |
| 18. Title To and Use of Property
(Grantee Title) | (May 1986) |
| 21. Cost Sharing (Matching) | (May 1986) |

AID 1350-1 (3 87) *PIO/T AGENCY FOR INTERNATIONAL DEVELOPMENT PROJECT IMPLEMENTATION ORDER/TECHNICAL SERVICES	1. Cooperating Country Ecuador	Page 1 of 3 Pages
	2. PIO/T No. 518-0109-3-09191	3 <input type="checkbox"/> Original or Amendment No
	4. Project/Activity No. and Title Electoral Education and Civic Training Project (ELECT) 518-0109	

DISTRIBUTION 5. Appropriation Symbol 72-1111021 P091167	6. Budget Plan Code BPC-LDSA-91-25518-KG13	8. Project Assurance Completion Date (Mo., Day, Yr.) DATE INITIAL 7/31/92
7. Obligation Status <input checked="" type="checkbox"/> Administrative Reservation <input type="checkbox"/> Implementing Document		10. This PIO/T is in full conformance with PRO/AG No. _____ Date _____
9. Authorized Agent RCO/Quito		11b. Contract/Grant/Cooperative Agreement/ PASA/RSSA Reference Number (if this is an Amendment)

FUNDS AVAILABLE (IN) ADM. RES <input checked="" type="checkbox"/> OBLIGATION <input type="checkbox"/> EARNMARK <input type="checkbox"/> RES <input type="checkbox"/> EARNMARK RES <input type="checkbox"/> COMMIT. RES <input type="checkbox"/> COMMIT. RES <input type="checkbox"/>	9/30/91	SIGNATURE OF THE CONTROLLER DATE
	LU	
	OFFICE OF THE CONTROLLER	
	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)
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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
		----	USD\$440,000		USD\$440,000
	B. U.S.-Owned Local Currency				

13 Mission References

14A Instructions to Authorized Agent
 This PIO/T reserves funds for initial obligation of a Grant Agreement with the Centro de Asesoría y Promoción Electoral of the Instituto Interamericano de Derechos Humanos for implementation of the ELECT Project: Total estimated amount of this Cooperative Agreement is \$1,000,000, as explained in the Program Description and Budget attached. Additional financing up to this amount may be available in FY 92 depending on the availability of funds. The agreement is to cover services provided no later than July 31, 1992.

14B Address of Voucher Paying Office
 Office of the Controller
 USAID/Ecuador

(*)CONT clearance contingent upon RCO negotiating and specifically including the cost of audit in the final Agreement.

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. PPD: PLiefert CDO: Dsinger	Phone No. Date: 9/21/91	B. The statement of work or program description lies within the purview of the initiating office and approved agency programs. PPD: PMaldonado	Date: 9/26/91
C. CONT: RGOUGHNOUR for content only RCO: JDunlap	Date: 9/21/91 9/20/91	Funds for the services requested are available CONT: RGOughnour (*)	Date: 9/30/91
D. /DIR: HRKramer	Date: 9/30/91		

16. For the Cooperating Country The terms and conditions set forth herein are hereby agreed to Signature _____ Date _____ Title: Dr. Tito Cabezas, Presidente Tribunal Supremo Electoral	17. For the Agency for International Development Signature: Charles E. Costello Title: Mission Director Date: 9/30/91
---	--

Please prepare grant by Sept. 28, 1991.

ACTION:

DIR _____

D/D _____

PPD /

EXO

CONT

RCO

RLA

ETIO

ANRO

PHO

GEO

RAUDO

RF

DR

*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.

9/30/91

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