



U.S. AGENCY FOR
INTERNATIONAL
DEVELOPMENT

SEP 8

Jack Marrkand
Director
American Friends of Action Internationale
Contre la Faim
815 15th Street, N.W.
Suite 832
Washington, D.C. 20005

ENTERED

SEP 8 1993

Section

Subject: Grant No. AOT-1002-G-00-3157-00

BEST AVAILABLE DOCUMENT

Dear Mr. Marrkand:

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 the American Friends of Action International Contra La Faim hereinafter referred to as "AF/AICF" or "Grantee") a Grant in the amount of Two Hundred Eighty Nine Thousand, Seven Hundred Fifteen Dollars (\$289,715.00) for emergency program support in Sierra Leone. AF/AICF will assist in providing nutrition, medical, and water and sanitation to displaced people in Eastern Sierra Leone, as more fully described in Attachment 1 of the Grant entitled "Schedule" and the Grantee's application entitled "Emergency and Rehabilitation Program: Medical, Nutrition, Water and Sanitation," dated July 20, 1993 which is incorporated herein by reference.


The total estimated amount of AID support is \$289,715.00 of which \$289,715.00 is hereby obligated. AID shall not be liable for reimbursing the Grantee for any costs in excess of the obligated amount.

This Grant is effective and obligation of \$289,715.00 is made as of the date of this cover letter and shall apply to commitments and expenditures made and/or incurred by the Grantee in furtherance of the project objectives during the period September 1, 1993 to December 31, 1993.

This Grant is made to the Grantee on condition that the funds will be administered in accordance with the terms and conditions as set forth in Attachment 1, the Schedule; Attachment 2, Standard Provisions; Attachment 3, Additional Standard Provisions; and the Grantee's (proposal/application), entitled "Emergency and Rehabilitation Program: Medical, Nutrition, Water and Sanitation", which have been agreed to by your organization.

Please acknowledge receipt of this Grant by signing all copies of this cover letter, retaining one set for your files, and returning the remaining copies to Ms. Amanda Downing, Agency for International Development, OFDA/OS, Room 1262A N.S., Washington, DC 20523-0008.

Sincerely,


Sharon L. Zayestoski
Grant Officer
A Division, AOT Branch
Office of Procurement

Attachments:

1. Schedule
2. ~~Mandatory Standard Provisions, Non U.S., Non Governmental Grantee~~
3. ~~Standard Provisions, Non U.S., Non Governmental Grantee~~

ACKNOWLEDGED:

American Friends of Action International Contra La Faim

BY: 

TYPED NAME: CAROLYN HART

TITLE: SECRETARY / TREASURER

DATE: SEPT. 15, 1993

FISCAL DATA

PIO/T No.	:968-1002-93-183-3684431
Appropriation Number	:72-1131021.4
Budget Plan Code	:EDPA-93-16830-HG41
Total Estimated Cost	:\$289,715
PIO/T Amount	:\$289,715
Total Obligated Amount	:\$289,715
CEC	:616-40-3374
TIN	:13-3492000

BEST AVAILABLE DOCUMENT

2

SCHEDULE

A. Background

The present emergency in Eastern Sierra Leone is an outgrowth of the Liberian civil war. Thousands of individuals have been forced to move from their villages to the large towns of Kenema, Bo, and Koidu. The invasions by rebel forces supported by Charles Taylor's National Patriotic Front for Liberia (NPFL) have led to considerable loss of life and property, burning of villages, looting of assets and the exodus of thousands of people. Some of the displaced have been accommodated by townspeople and relatives, while others have been forced to concentrate in camps.

Because of this displaced problem in Eastern Sierra Leone, American Friends of Action Internationale Contre la Faim (AF/AICF), began a six-month emergency assistance project. The project received materials and other logistical support from the UN agencies and from other NGOs (for example, CRS, Caritas). Assistance has been provided in nutrition, medical, and water and sanitation sectors to the displaced people in the Kenema, Segwema, Daru, and Koidu areas.

B. Purpose of Grant

1. AF/AICF will continue to meet the acute medical, nutritional, and water and sanitation needs of nearly 122,000 beneficiaries in the areas of Kenema and Kailahn districts and to start an emergency program in eastern Pujehun District.
2. AF/AICF will:
 - * Assess the nutritional and medical needs of the most vulnerable among the target population and provide the necessary assistance,
 - * Operate six supplementary feeding centers and two therapeutic feeding centers for children under 5, lactating mothers and pregnant women in Segwema and Zimmi;

- * Supply drugs and medical equipment to existing clinics to counteract an expected high prevalence of disease with the influx of population;
- * Support EPI activities in rehabilitated areas;
- * Rehabilitate existing water and sanitation facilities or create new ones when necessary;
- * Provide the displaced with basic resettlement items and seeds and tools in order to facilitate their resettlement;
- * Rehabilitate 12 to 15 basic health units (maternity and dispensaries) and the regional referral clinic in Zimmi;
- * Improve existing sanitation facilities (water supply points and latrines) or to create new ones in camps and villages;
- * Provide 4 - 6 wells, possibly in the Tunkia area where eight villages without any water supply have been identified;
- * Provide two wells in displaced camps according to where most needed;
- * Build 250 double latrines in villages and camps;
- * Provide the displaced with seeds and tools and basic resettlement items; and
- * Provide essential services in camps and villages: hygiene, health education, training of local staff in water and sanitation.

AF/AICF will be responsible for all procurement actions related to this grant. AF/AICF will also be responsible for overall monitoring and problem-solving of its program through oversight by a staff in Freetown, Sierra Leone, and their offices in Paris and Washington, DC.

AID/W shall receive an inventory list from AF/AICF of all equipment and supplies that have been procured with USG funding. AID/W will provide written instructions on the disposition of all equipment supplies remaining at the end of the project.

C. Period of Grant

1. The effective date of this Grant is the date of the Grant Cover Letter and the completion date is December 31, 1993.
2. Funds obligated hereunder are available for expenditures for the period September 1, 1993 through December 31, 1993.

D. Amount of Grant and Payment

1. The total amount of this grant for the period shown in Section C.1 above is \$289,715.00.
2. A.I.D. hereby obligates the amount of \$ 289,715.00 for project expenditures during the period set forth in Section C.2 above and as shown in the Grant Budget in Section E.
3. Payment will be made to the Grantee in accordance with procedures set forth in Attachment 3--the Additional Standard Provision No. 1 entitled "Letter of Credit".

- a. The Grantee shall submit the required documentation to the following address:

Agency for International Development
Office of Financial Management
Room 703, SA-2
Washington, DC 20523-0209

- b. In addition, one copy of all financial reports shall be submitted to the A.I.D. Project Officer, Tamra Halmrast-Sanchez, or her designee, at the following address:

Tamra Halmrast-Sanchez
FHA/OFDA/DRD
Room 1262A N.S.
Washington, DC 20523-0008

E. Grant Budget

The following is the budget for this Grant. The Grantee may not exceed the total obligated amount. The Grantee may adjust line item amounts within the grand total as may be reasonably necessary for the attainment of project objectives, consistent with restrictions cited in Attachment 2 - Standard Provision 4 of this Grant Entitled "Revision of Grant Budget"

BUDGET

Item	Total	OFDA	AICF	Others
(1) LABOR	\$140,670	\$106,920	\$ 33,750	\$ ---
- Expatriate Staff	107,250	73,500	33,750	---
- Local Staff	33,420	33,420	---	---
(2) LOGISTICS	55,400	45,400	10,000	---
- Fuel	10,000	10,000	---	---
- Veh. Maintenance/ Repairs	22,500	22,500	---	---
- Vehicle Rental	10,000	---	10,000	---
- Storage	5,400	5,400	---	---
- Road Transport	4,500	4,500	---	---
- Air Transport	3,000	3,000	---	---
(3) EQUIP/SUPPLIES	101,000	81,000	---	---
- Medicines	23,000	3,000	---	2,000 UNICEF
- Med. & Nut. Kits	18,000	18,000	---	---
- Water & Sanit.	22,000	22,000	---	---
- Rehab/Resettlemnt	20,000	20,000	---	---
- Seeds & Tools Pkg	18,000	18,000	---	---
- Food	---	---	---	89,190 WFP
(4) OTHER SUPP COST	18,400	14,300	4,100	---
- Communications	6,000	5,000	1,000	---
- Stationary/Misc.	2,500	2,000	500	---
- Copying/Printing	2,000	---	---	---
- Office Rent	4,100	3,800	300	---
- Office Equip/Supp	3,800	3,500	300	---
(5) TOTAL DIRECT	404,660	247,620	47,850	109,190
(8) Indirect at 17%	42,095	42,095	---	---
(9) TOTAL	\$446,755	\$289,715	\$47,850	\$109,190

F. Reporting

1. Financial Reporting

a. Financial reporting requirements shall be in accordance with the Additional Standard Provision No. 1 of this Grant entitled "Payment - Letter of Credit", as shown in Attachment 3.

b. The original and two copies of all financial reports (Financial Status Report Form 269) shall be submitted to the Office of Financial Management, whose address is listed in Section D.3.a. of this Schedule.

c. In addition, three (3) copies of all financial reports shall be submitted to the Project Officer, or his designee, whose address is listed in Section D.3.b. of this Schedule.

d. Each financial report shall include:

PIO/T Number	:968-1002-93-183-3684431
Project Number	:1002
Project Name	:Emergency and Rehabilitation Program: Medical, Nutrition, Water and Sanitation
Grant Number	:AOT-1002-G-00-3157-00
Project Office	:FHA/OFDA/DRD

2. Program Evaluation Reporting

a. The Grantee shall submit quarterly progress reports, and a final report. These reports should document progress vis-a-vis program objectives, problems encountered, corrective procedures that were followed, significant program development during the period, and projected accomplishments for the coming quarter. Analysis and explanation of actual unit costs versus budgeted costs should also be included here. Two copies of each program performance report should be submitted to OFDA. The final report shall not be received by OFDA later than 90 days after termination of the project.

b. The Grantee shall inform A.I.D./FHA/OFDA of events which may occur during the project implementation. For example, problems, delays, or adverse conditions which may materially affect the ability to attain program objectives and thereby prevent the meeting of time schedules and goal, or preclude the attainment of the

project work. Notification may be by any means of communication.

c. If any evaluation report conducted by the Grantee discloses the need for a change in the budget in accordance with the criteria established in Standard Provision 4 of this Grant entitled "Revision of Grant Budget" the Grantee shall submit a request for budget revision.

G. Indirect Expense Rate

Pursuant to the Additional Standard Provisions of this Grant entitled "Negotiated Indirect Cost Rates--Provisional", a rate or rates shall be established for each of the Grantee's accounting periods which apply to this Grant. Pending establishment of revised provisional or final indirect cost rates for each of the Grantee's accounting periods which apply to this Grant, provisional payments on account of allowable indirect costs shall be made on the basis of the following negotiated provisional rate applied to the base, which is set forth below:

<u>TYPE</u>	<u>RATE</u>	<u>BASE</u>	<u>PERIOD</u>
Provisional	17%	see (a) below	1-1-90 until amended

(a) Total direct cost less commodities, ocean freight equipment, alternations and renovations

Should final rates result in upward adjustments, payment of such upward adjustments would only be allowable within the total obligated amount of the Grant.

H. Special Provisions

1. Due to the emergency nature of the program and the need to respond quickly to changing situations and pursuant to Section 491 of the FAA, as amended, the geographic code for procurement of goods and services is authorized as "935" (Special Free World) including the Host Country.

2. Delivery of Notices. For purposes of "Notices" delivered to the A.I.D. Grant Officer, pursuant to the Standard Provision 13 of this Grant entitled "Notices", the following address shall be used:

a. Regular U.S. Mail

Grant Officer
Agency for International Development
Office of Procurement
A Division, AOT Branch
Washington, DC 20523-1425

b. Express Mail or Hand Delivery

Grant Officer
Agency for International Development
Office of Procurement
A Division, AOT Branch
15th Floor Receptionist
1100 Wilson Blvd.
Arlington, VA 22209

3. Zip Codes. Use the following nine-digit zip codes instead of the five digit codes shown in the Standard Provisions and Additional Standard Provisions.

<u>Standard Provision</u>	<u>Zip Code</u>
Disputes Clause	20523-0051
Payment - Letter of Credit	20523-0209
Procurement of Goods and Services	20523-1414

4. Title to Property

(a) Property provided herein shall be handled pursuant to Additional Standard Provision No. 20 entitled "Title to and Use of Property (Grantee Title) in Attachment 3 of this Grant.

Notwithstanding the requirements of Additional Standard Provision No. 20, the Grantee will provide the Grant Officer a complete inventory of applicable property on a quarterly basis and request disposition instructions from the Grant Officer for all property at the completion of the Grant.

(end of schedule)