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"Rummaging in the government's attic"

Description of document:	Pages from the US Agency for International Development (USAID) (non-public) Intranet released on Appeal, 2011
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2 nd release date:	14-September-2011
3 rd release date:	21-October-2011
4 th release date:	08-November-2011
Posted date:	05-September-2011
Update post date:	16-January-2012
Date of records:	Intranet pages reproduced various dates in 2011 – pages are dated
Note:	All four release letters are reproduced at the beginning of this PDF file. The 2 nd , 3 rd & 4 th release letters also appear as the 1 st page of their respective releases within this PDF file.
Source of document:	FOIA REQUEST FOIA Team Leader Information & Records Division Office of Administrative Services United States Agency for International Development Room 2.07C, RRB Washington, D.C. 20523-2701

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USAID
FROM THE AMERICAN PEOPLE

AUG 18 2011

RE: Appeal #A-00003-08

This is a partial response to your Appeal of the Agency's response to your original Freedom of Information act request number FOI-015/05.

The enclosed documents consist of the Bureau page and all links from the Bureau page of the U.S. Agency for International Development (USAID) intranet. This package consists of 57 documents/94 pages.

If you have any questions or comments, please feel free to contact me at 202/712-0582 or email at wsmith@usaid.gov.

Sincerely,

Willette L. Smith
FOIA Consultant
Information & Records Division
Office of Management Services

Enclosures: a/s

/wls



USAID
FROM THE AMERICAN PEOPLE

September 14, 2011

RE: Appeal #A-00003-08

This is Package #2 of a partial response to your Appeal of the Agency's response to your original Freedom of Information act request number FOI-015/05.

This package consists of 27 documents equaling 115 pages. If you have any questions or comments, please feel free to contact me at 202/712-0582 or email at wsmith@usaid.gov.

Sincerely,

Willette L. Smith
FOIA Consultant
Information & Records Division
Office of Management Services

Enclosures: a/s

/wls



USAID
FROM THE AMERICAN PEOPLE

October 21, 2011

RE: Appeal #A-00003-08

This is Package #3 of a partial response to your Appeal of the Agency's response to your original Freedom of Information Act request number FOI-015/05.

This package consists of 51 documents equaling 72 pages. If you have any questions or comments, please feel free to contact me at 954-924-9215 or email me at wsmith@usaid.gov.

Sincerely,

Willette L. Smith
FOIA Consultant
Information & Records Division
Office of Management Services

Enclosures: a/s

/wls



USAID
FROM THE AMERICAN PEOPLE

November 8, 2011

RE: Appeal #A-00003-08

This is Package #4 of a partial response to your Appeal of the Agency's response to your original Freedom of Information Act request number FOI-015/05.

This package consists of 81 documents equaling 141 pages. If you have any questions or comments, please feel free to contact me at 202-712-0582 or email me at wsmith@usaid.gov.

Sincerely,

Willette L. Smith
FOIA Consultant
Information & Records Division
Office of Management Services

Enclosures: a/s

/wls

Office of the Administrator

Offices

- [Office of the Chief Operating Officer](#)
- [Office of Development Partners](#)
- [Office of Equal Opportunity Programs](#)
- [Office of the Executive Secretariat](#)
- [Center for Faith-Based and Community Initiatives](#)
- [Office of the General Counsel](#)
- [Office of Human Resources](#)
- [Office of the Inspector General](#)
- [Office of Security](#)
- [Office of Small and Disadvantaged Business Utilization](#)

Bureaus

- [Bureau for Africa](#)
- [Bureau for Asia](#)
- [Bureau for Democracy, Conflict and Humanitarian Assistance](#)
- [Bureau for Economic Growth, Agriculture and Trade](#)
- [Bureau for Europe and Eurasia](#)
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[\[Intranet Home\]](#)

Announcements

- **COO/MDC Webpage Post-Conference Summary** - The 2009 Worldwide Mission Directors Conference was a tremendous success! Held from November 30 thru December 4 at the Lansdowne Resort in Lansdowne, VA, over 120 Mission Directors and other Agency senior managers participated in an intense week-long examination of the Administration's top development priorities and the Agency's role in foreign policy. Topics discussed ranged from the QDDR and PSD processes to the USAID mission of the future to the people, skills, and systems we will need to be effective in an era of country-led development. Notable speakers included New York Times journalist Thomas Friedman, presidential advisor Gayle Smith, former USAID Administrator J. Brian Atwood, and CENTCOM Commander General David Petraeus. For information about the Mission Directors Conference, including conference agenda, session notes, videos of keynote speeches, and photos, please visit the [conference website](#). A collaboration space for continued exploration of topics and themes that emerged from the conference is also available via the website, and Mission Directors and senior managers are encouraged to utilize this space to continue dialogue on these issues.
- **USAID Center for Development Strategy Web Site** – The COO has created a new intranet web page compiling documents, policies, studies and legislation relevant to USAID strategic planning. The web page covers key Agency and 2-D, 3-D and whole-of-government documents. The web page covers key Agency strategy documents including:

 - Past and present country strategies for nearly 90 USAID countries – over 200 country-level strategies
 - Mission Strategic Plans for all Embassies for last 10 years
 - 17 sectoral and operational USAID strategies
 - 18 independent studies and analyses related to foreign assistance reform
 - 13 independent analyses related to Quadrennial Defense Review
 - Overview of over 30 implementation mechanisms for USAID programming
 - Existing and pending legislation on foreign assistance
 - Accessible and editable Agency-wide at http://developedia.usaid.gov/wiki/index.php?title=Strategic_Planning_APCC
- The [FY 2011 Senior Reviews](#) are now available.
- **The Administrator's Survey 2008: We Are Listening to You**

Listening to customers is one of the basic rules of a successful business. After a hiatus of three years, USAID's Administrator launched the customer service survey last fall. The Survey is an important management tool and is intended to provide direct feedback to AID/Washington on the quality of the support it provides the Agency. Of civil service employees, thirty percent (356 responses) responded; of Foreign Service, thirty one percent (431 responses) responded; and, unfortunately, only eight percent (315) response among Foreign Service Nationals. An additional 220 responses came from USPSCs and institutional contractors.

Highlights:

 - Senior management dedicated considerable time in reviewing survey results and identifying actions that would address some of the key issues raised in comments and ratings. The top ranked units were particularly noted for their attention to the survey—a good indication, maybe, of why they get such high ratings.
 - Not unexpectedly, more negative comments were received by far than positive, even for the top ranked units.
 - What USAID/Washington needs to:
 - Communicate better, within bureaus, across bureaus, with the field
 - Improve responsiveness, become more timely and reliable
 - Staff its AID/W functions with adequate levels and skills

- **aria skills/knowledge**
- Use technology to communicate, to provide knowledge and technical support

Structure of results: Comments and ratings were

sought on each bureau and office in USAID/Washington under different service quality criteria. Because of its recent establishment, the COO was not included but will be in future surveys. Office of Security chose to conduct its own survey, posted on its website.

The COO provided support to most of the Washington bureaus and offices in summarizing comments and describing proposed actions. In the interest of identifying and sharing good practice, we also identified systems and actions being used by individual units that might be useful for other units of the agency as a whole. For each bureau and independent office, we have posted both the ratings and summary of comments, and the proposed actions and best practices. Office of Human Resources, the Management Bureau, and the Executive Secretariat requested to review and summarize comments on their own; their summaries are therefore in different format but do include ratings and reference to comments and actions to be taken. Highlights of issues that were shared agency wide were presented to the Senior Staff, and are summarized in a power point. Results are posted on this website by bureau/office.

- For FY 2011, policy groups, composed of regional and pillar bureau representation, prepared ten policy papers with resource recommendations for the agency's highest priority issues. The COO provided these papers to State/F last week, they can be found [here](#).
- The second meeting of the White House Council on Women and Girls was held on Thursday, May 21, Representatives from approximately 30 departments/agencies participated in this meeting. The Council's Chair, Ms. Valerie Jarrett, emphasized President Obama's commitment to policies and programs that provide greater opportunity and equity for women and girls, both domestically and internationally. The Council's first major milestone is to present an action plan to the President by August 17. Individual departments and agencies will prepare plans which will be compiled or summarized in the overall plan. EGAT's Office of Women in Development, the Office of Human Resources, the Front Office, and the COO collaborated in preparing an initial assessment of our programs and policies relating to women and girls, [available here](#), and we will be starting on our agency action plan shortly.
- M/MPPB recently gave a Presentation to Senior Staff on [Strengthening Evaluation at USAID](#) that we think many would find very helpful.

2008 Administrator Survey

2008 ADMINISTRATOR SURVEY 

Useful Documents

USEFUL DOCUMENTS 

Resources and Quick Links

RESOURCES AND QUICK LINKS 

Management Links

MANAGEMENT LINKS 

Strategic Development

STRATEGIC DEVELOPMENT 

Search ES intranet

Message from the Acting Executive Secretary

[Adm/Logistical Activities](#)

Welcome to the new and improved ES website! We have updated executive correspondence samples, formats, and tools, and have added content related to ES administrative and logistical responsibilities, in order to make ES processes more transparent and customer friendly. Feel free to tell us your thoughts! Click on ES Services and you can send us an email directly to our new customer service mailbox.

[Administrator Scheduling](#)

[Contacts](#)

[Direct to Director](#)

[Direct to Director](#)

[Events and News](#)

ES is staffed from 7 a.m. to 7 p.m. For all ES needs, feel free to call our main number, ext. 2- () led to the appropriate staff person, or refer to the ES Staff Contacts page to determine the appropriate ES contact person to meet your needs.

[ES Services](#)



**TELL US YOUR
Thoughts**

ated periodically with important announcements. Please visit our site feedback on how we can improve it.

**ES Response
to Feedback from the
Administrator's Customer
Service Survey.**

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Office of the Director of U.S. Foreign Assistance

The Office of the Director of U.S. Foreign Assistance is charged with directing the transformation of the U.S. Government approach to foreign assistance and with ensuring that foreign assistance is used as effectively as possible to meet broad foreign policy objectives. The Office of the Director of U.S. Foreign Assistance (F) was established in 2006.

For more information on F, updated guidance documents, the latest announcements, or other reference materials, please visit <http://f.state.sbu>.

Vision Statement

Ensure the strategic and effective use of foreign assistance resources to respond to global needs, make the world safer, and help people better their own lives by supporting programs that:

- Advance human rights and freedoms;
- Promote sustainable economic growth and reduce widespread poverty;
- Promote and support democratic, well-governed states;
- Increase access to quality education, combat disease, and improve public health;
- Respond to urgent humanitarian needs;
- Prevent and respond to conflict; and
- Address transnational threats.

Mission Statement

On behalf of the Secretary of State and the DFA, the Office of the Director of U.S. Foreign Assistance:

- Provides leadership, coordination and strategic direction within the U.S. Government and with external stakeholders to enhance foreign assistance effectiveness and integrates foreign assistance planning and resource management across State and USAID;
- Leads strategic, operational, and performance planning of U.S. foreign assistance with a focus on aligning resources with policy priorities;
- Develops and defends foreign assistance budget requests and allocates State and USAID foreign assistance funding to meet urgent needs and new opportunities and to ensure long-term sustainable investments; and
- Promotes good stewardship of foreign assistance funds by strengthening oversight, accountability, and transparency.

Operating Principles

In order to achieve our vision and mission, our work will be driven by the following operating principles:

- As public servants, we will be accountable to the American people for ensuring the effective use of foreign assistance resources by:
 - Prioritizing the allocation of resources to ensure that U.S. policy objectives are achieved;
 - Emphasizing a country-based focus for planning and programming resources that incorporates functional and transcendent needs and priorities;
 - Ensuring that resource allocations are informed by analysis of country and program performance;
 - Working with others in State and USAID to align program and operational resources; and
 - Carrying out our work with integrity in a transparent and coordinated manner.
- We will be constructive and cooperative partners with our stakeholders by:
 - Respecting and calling upon the expertise of our colleagues;
 - Engaging where F has unique capacity or perspective;
 - Using our convening authority to bring stakeholders together to develop coordinated approaches to issues and challenges;
 - Continually working with our interagency partners to identify and act upon opportunities to improve integration and coordination of foreign assistance; and
 - Being reasonable and balanced in carrying out our work and in our interactions with others.
- We will value our employees as our most important resource by:
 - Recognizing and rewarding collaboration, teamwork, and excellent performance;
 - Encouraging the positive exchange of ideas and perspectives; and
 - Fostering professional development through mentoring, training, and career advancement opportunities.

Last Updated on July 27, 2010.

For question or concerns regarding this site, please contact 202-647-2608.

THE CFBCI Other NGO Resources FAQ about the CFBCI for NGOs

- MISSION RESOURCES**
- STRATEGIC PARTNERS GUIDEBOOK (pdf)**
- HANDOUTS FOR NGO OUTREACH**
 - ▲ [FAQ about the CFBCI \(pdf\)](#)
 - ▲ [NGO Background Information \(pdf\)](#)
 - ▲ [List of Capacity Building Organizations \(pdf\)](#)
 - ▲ [Partnering with USAID \(pdf\)](#)
 - ▲ [Other NGO Resources \(pdf\)](#)
- CAPACITY-BUILDING FOR NGOS**
 - ▲ [Private Voluntary Organization Registration](#)
 - ▲ [Capacity-Building Organizations](#)
 - ▲ [Global Development Alliance](#)
 - ▲ [FAQs Regarding Public-Private Partnerships](#)
- REPLICABLE MODELS - MISSIONS INTERMEDIARY PARTNERSHIPS**
 - ▲ [Mentor Protégé Relationships](#)
- WORKING WITH LOCAL PARTNERS**
 - ▲ [Building Sustainability](#)
- PUBLICATIONS**
- THE FBCI STRATEGIC PARTNERS GUIDE**
- CURRENT NEWSLETTER**
 - ▲ [10.06.10](#)

Thursday, August 11, 2011



ABOUT THE CFBCI



Uzbek boy gets fresh water from a well in Kyrgyzstan. USAID's Peaceful Communities Initiative has rebuilt water and gas distribution systems, as well as improving schools and creating multi-ethnic sports teams and children's festivals.

The Center for Faith-Based and Community Initiatives (CFBCI) at USAID was established in 2002 to create a level playing field for faith and community-based organizations when competing for USAID funding.

The CFBCI works

1. **Serve as a bridge between faith and community-based non-government organizations and government.**
 2. **Increase the capacity of faith & community based non-governmental organizations or NGOs to better compete for funding opportunities.**
 3. **Eliminate barriers to faith and community-based organizations.**
 4. **Increase collaboration among the people and organizations addressing some of the greatest social service needs in our world today.**
- ▶ **The CFBCI works to ensure that faith and community-based organizations are properly informed about the guidelines that they will need to follow to apply and successfully administer federal funding.** The Center also works to address legal and policy issues and educate USAID staff about the Initiative. Additionally, it links faith and community-based organizations with capacity building resources that can be helpful to them.
 - ▶ **The Center supplies information and training, but it does not make the decisions about which groups will be funded.** Those decisions are made through procedures established by each grant program, generally involving a competitive process. No grant funding is set aside for faith-based organizations. Instead, the Faith-Based and Community Initiative creates a "level-playing field" for faith-based as well as other community organizations to compete so that they can work with the government to meet the needs of communities throughout the developing world.
 - ▶ **The role faith-based and community organizations can play in meeting development objectives is critical, and providing technical assistance for new and potential partners is important for a level playing field.** Communicating regularly with faith-based and community groups about conferences, funding opportunities, and regulations regarding provision of U.S. Government assistance is essential.
 - ▶ **The Center encourages collaboration between groups with similar objectives and goals** and regularly highlights conferences and funding opportunities that may be beneficial to FBCOs through our CFBCI Newsletter. To sign up for the Newsletter, [click here](#). To learn more about funding opportunities and to review resources on grants and the procedures used by each grant program to determine funding, [click here](#).

- ARCHIVES**
- PMI REPORTS
- FOOD FOR PEACE REPORTS
- OGAC REPORTS
- PEPFAR REPORTS
- ALL NEWSLETTERS
- UPCOMING EVENTS**
- 2009

Jan	Feb	Mar	Apr
May	Jun	Jul	Aug
Sep	Oct	Nov	Dec
- READING LIST**
- EXECUTIVE ORDERS
- DEVELOPMENT & FAITH-BASED BOOKS & ARTICLES
- INTERNET ARTICLES, STUDIES & TIPS

On October 20, 2004, the organizations in USAID p Executive Orders to allow f with other organizations for

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Welcome!

The Office of General Counsel supports USAID's mission by providing timely legal advice and by representing the Agency in all legal matters. The information on this site is provided as a resource but should never replace consultation with a legal professional. Please consult the [GC and RLA Directory](#) for contact information.

What's New? Recent Changes of Interest

- New [Office of Foreign Assets Control](#) pages added to [Executive Resources](#) section.
- Link to the FY 2008 Appropriations Act and Statement of Managers has been added to the [Statutes](#) page.

For questions or concerns regarding this site, please contact [Erica Swift](#)

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USAID
FROM THE AMERICAN PEOPLE

Office of Ethics and Administration

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Welcome to the USAID Ethics Homepage. This resource, which will be updated on a continuing basis, is intended to assist USAID employees seeking general information on a variety of topics relating to USAID and government-wide statutory and regulatory ETHICS requirements. By using this site, USAID employees will be able to familiarize themselves with the statutes and regulations that govern their ethical conduct as government employees. We have attempted to incorporate interrelated topics with each issue so that the user may obtain a more comprehensive review of his/her particular question. Topics include GC/EA issued guidance and links to other sites.

Please understand, however, that our homepage is not intended to substitute for situation-specific legal advice provided by USAID GC/EA or Regional Legal Advisors (RLAs). While GC/EA encourages USAID employees to use this site to better structure their inquiries and understand their situations, USAID employees should continue to consult GC/EA or their RLAs when ethical questions arise. Employees who fail to consult with appropriate agency ethics officials risk being left vulnerable to civil and criminal investigations that could result in administrative, civil, or criminal penalties.

If you have any questions regarding conflicts of interest or governmental standards of ethical conduct, please contact your RLA or USAID GC/EA.



USAID
FROM THE AMERICAN PEOPLE

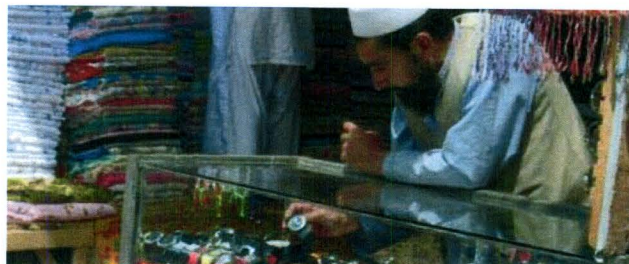
OFFICE OF DEVELOPMENT PARTNERS

GDA ODP ODP FORUMS CONTACT US



PRIVATE SECTOR ALLIANCES

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- [Why PSA?](#)
- [Business Model](#)
- [Staff Contacts: Washington](#)
- [Staff Contacts: Mission/Bureau](#)
- [Frequently Asked Questions](#)
- [2011 Alliance Builders Forum](#)
- [Partnership Community of Practice](#)



WebPartMiniCalendar ▾

August 2011						
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Philanthropy Shows Remittance Flows Remain Strong | GDA: The Killers, USAID, and MTV Unite Against Tr

One-Day Workshop

USAID: Introduction to Partnerships

One-Day Workshop

August 31, 2011

Washington, D.C.

Deadline: August 25, 2011

[Click here for more info](#)

Participants will learn to identify, develop, maintain and manage effective partnership relationships. Topics include: types of partnerships at USAID, how to assess opportunities to select and develop partnership relations, ways to maintain and sustain partnerships that work. gda@usaid.gov

ALLIANCE BUILDERS TOOLBOX

- [*UPDATED* Tools for Alliance Builders](#)
- [Toolbox for Partnership with Local Private Sector](#)

ALLIANCE DATABASE

- [Private Sector Alliances Database](#)

PSA (GDA) APS

- [2011 APS](#)

PARTNERSHIP REPORTING

- [Partnership Reporting System](#)

ALLIANCE INNOVATION

- [Diaspora Engagement Remittance and Beyond](#)

PSA NEWSLETTER

- [Current Issue](#)
- [Subscribe Now](#)
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MARKETING MATERIALS AND PUBLICATIONS

- [**NEW** Technical Assistance for Missions Fact Sheet](#)
- [Alliances in Action](#)
- [Archives](#)
- [Articles and Publications](#)
- [Building Alliances Sector Guide Series](#)
- [Evaluation](#)

ABOUT THE GDA:

The Private Sector Alliances' Global Development Alliance (GDA) methodology is USAID's commitment to change the way we implement our assistance mandate. GDA mobilizes the ideas, efforts and resources of governments, businesses and civil society by forging public-private alliances to stimulate economic growth, develop businesses and workforces, address health and environmental issues, and expand access to education and technology.

In the 1970s, 70 percent of resource flows from the United States to the developing world were from official development assistance and 30 percent were private. Today, 85 percent of resource flows from the United States to the developing world are private and 15 percent are public. These changes in flows reflect the emergence of the private for-profit sector and the non-governmental sector as significant participants in the development process. The Global Development Alliance approach responds to this changed environment, and it extends USAID's reach and effectiveness in meeting development objectives by combining its strengths with the resources and capabilities of other prominent actors.

Alliances incorporate the breadth of USAID and partner resources to arrive at solutions only available through pooled efforts. The resources united are as diverse as the alliances themselves, including technology and intellectual property rights, market creation, best practices, policy influence, in-country networks, and expertise in development programs ranging from international trade to biodiversity protection. Together, the combination of complementary assets has encouraged innovative approaches, more effective problem solving and deeper impact. Importantly, public-private sector conversations almost always lead to a better understanding of the challenge.

QUICK LINKS:

- [2011 APS](#)
- [2010 Supporting Technology & Entrepreneurship Program \(STEP\) LWA with Cisco](#)

- [Fact Sheet](#)
- [Mission Directors Partnership Checklist](#)
- [PSA Report: Alliances for Transformational Development](#)
- [PSA Brochure: Expanding the Impact of Assistance Through Alliances](#)
- [PSA Pamphlet](#)
- [Partnering with USAID Guide](#)
- [Private Sector: Private Sector PPT Presentation](#)
- [Private Sector: Brochure](#)
- [Stanford Social Innovation Review](#)
- [Talking Points](#)
- [Revaluig PPPs with an Outcomes Based Approach White Paper](#)

- Alliance Assesment Framework
- Building Alliances Sector Guides
- Business and Alliance Weekly
- Community of Practice
- Diaspora Engagement
- Technical Questions on Partnerships

VIDEOS

- [Creating Sustainable Solutions Through Public-Private Partnerships](#)
- [Watch the video from the MTV EXIT campaign highlighting the issue of human trafficking](#)

Calendar of Events

OFFICE OF HUMAN RESOURCES

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Benefits

Explanation of Federal benefits and forms to enroll or update personal information

Careers/Jobs

List of available USAID employment opportunities and links to Federal job databases

USAID University

USAID course descriptions, schedules, and registration forms

OHR Applications

Maintain personal information and view staff databases

Evaluations/Resources

AEFs, PARs, HCSP, STAR, directories, awards, salary charts, staffing patterns, videos, & work/life programs

Policies/Regulations

ADS 400s, policies, awards and Code of Federal Regulations (CFR) on Federal service

Seasonal Deadlines

Oct 3rd: Bidding opens on the Major Listing

Oct 24th: Bidding closes on the Major Listing

[OHR Calendar](#)

Most Viewed Pages

- [Foreign Service Assignments](#)
- [Course Schedules](#)
- [Staffing Patterns](#)
- [Development Leadership Initiative](#)
- [Employee Evaluation Program - FS/SFS](#)

Send your comments and recommendations about this Web site to the [Webmaster](#).

What's New in OHR?

[Bringing Science and Technology Expertise to USAID](#) - 8/9/2011

[AFPAK Hands Program](#) - 7/22/2011

Career Development Workshops ([June flyer](#)) ([July flyer](#)) - 06/15/2011

[OPM launched the Federal Service Ambassadors \(FSA\) program](#) - 05/13/2011

[Reminder : Deployment Stress Management for USAID employees](#) - 05/12/2011

[GUIDANCE ON THE FURLOUGH](#) - 04/08/2011

[Archive of OHR Announcements](#)

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[MICROSOFT 2010 DOWNLOADABLE .pdf QUICK REFERENCE GUIDES \(new\)](#)

On this page

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- * [Asia Regional Training Center \(ARTC\)](#)
- * [Agency-wide Training Needs Assessment Final Report](#)
- * [Developing your Individual Learning and Training Plan \(ILTP\)](#)
- * [Course listings & schedules](#)
- * [COURSE REGISTRATION](#)
- * [Online course evaluation](#)
- * [Senior Executive Service Candidate Development Program \(SES CDP\)](#)
- * [The Training Quality Assurance Council \(TQAC\)](#)
- * [Bureau-sponsored training](#)
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- * [Competency Development Initiative](#)
- * [Other government agency sponsored training](#)
- * [Finding your way to the Washington training facilities](#)
- * [Training Coordinators](#)
- * [Training policies](#)
- * [Training forms](#)

Welcome to USAID University

USAID University can help you achieve your career goals as well as meet all of your training requirements. USAID University opens its doors to all USAID staff.

There are many ways you can participate in the University:

- [Access online courses](#)
- [Register for instructor-led courses](#)
- [Access your student transcript](#)
- [Print course certificates](#)
- [If you are a supervisor, render a decision on training requests of your staff](#)

Developing your Individual Learning and Training Plan (ILTP)

An Individual Learning and Training Plan (ILTP) is a tool cooperatively developed between a supervisor and an employee that outlines the development and training needs of the employee. The "Getting started with your Individual Learning and Training Plan (ILTP)" link will give you an overview of this process.

- [Getting started with your Individual Learning and Training Plan \(ILTP\)](#)

Now you need some specifics. There's nothing like familiarizing yourself with our recommended course sequencing, required course listings, and some sample ILTPs to pull it all together.

- [Course sequencing](#)
- [Required courses](#)
- [Sample ILTPs](#)

Once you are ready to construct your ILTP, you will do so online using the ILTP template, a simple, easy to use fill-in form.

• ILTP Template	• ILTP Template (extended form)	• DLI IDP Template
---------------------------------	---	------------------------------------

[To Top](#)

Course Listings & Schedules

Find class offerings alphabetically by name (A-Z) or by course schedule; next, request registration for the class(es) you wish to attend.

Courses A-Z

- [Course descriptions A-Z \(Instructor-Led Courses\)](#)
- [Online non-IT courses](#)
- [Online IT courses](#)
- [Staff Resiliency and Stress Control Training at USAID University Online](#)
- [Course descriptions A-Z \(Online Courses\)](#)
- [OHR Core Courses](#)
- [Online Course Curricula by Occupation or Job Function](#)

Classroom course schedules

- [Benefits](#)
- [Careers/Jobs](#)
- [USAID University](#)
- [OHR Applications](#)
- [Evaluations/Resources](#)
- [Policies/Regulations](#)

- [Course schedules A-Z \(Instructor-Led\)](#)
- [Class Cancellation Policy](#)

MICROSOFT 2010 DOWNLOADABLE .pdf QUICK REFERENCE GUIDES

MICROSOFT 2010 DOWNLOADABLE .pdf QUICK REFERENCE GUIDES
Select one of the following:
<ul style="list-style-type: none"> • Excel • Word • PowerPoint • Outlook • What's New in Office 2010

[To Top](#)

Online course evaluation

Here's your opportunity to evaluate the online courses you have taken at USAID University.

<ul style="list-style-type: none"> • Online Course Evaluation Instructions 	<ul style="list-style-type: none"> • Courses currently being evaluated
There are also more detailed instructions on submitting an online course evaluation .	

Course registration

- [USAID University login](#)
- [Important Career Development Information](#)
- [Class Cancellation Policy](#)
- [Instructional guides & tutorials](#)
- [USAID LMS Course Registration Process Flowchart](#)

Users needing guidance on logging in, navigating the menu, and using the system to initiate their registration for training should refer to the [LMS Reference Guide](#). Supervisors needing assistance with how to approve training should refer to the [Supervisor Reference Card](#).

First time users of the USAID University Registration system or existing users who forgot their password must use the "I forgot my password / I am a new user" link on the [login page](#) to receive a temporary password. Your username is always the first part of your USAID email address. For example, if your name is "John Doesitchimosimpo" (email address: jdoesitchimosimpo@usaid.gov) your username would be "jdoesitchimosimpo". Common access issues are addressed in [Account Access Problems](#).

Online Training (OLT) Registration Process

Online Training (OLT) courses do not require supervisor approval and users can register for online courses in the *Course Catalog* at their convenience by clicking the "Register" button for the course in the *Course Catalog*. Users can then launch the online course from "My Courses" > "Online Courses" in the [Learning Management System \(LMS\)](#) menu.

Instructor-Led Training (ILT) Registration Process

Instructor-Led Training (ILT), also available via the *Course Catalog*, requires supervisor approval and approval from the sponsoring organization through the [Learning Management System \(LMS\)](#) before registration is confirmed. Users must *Request Authorization* from their supervisor in the *Course Catalog* and the their supervisor must also login and *Approve* training before the registration process continues. For ILT courses, all participants go to the "Waitlist" immediately upon supervisor approval to allow for the sponsoring office/mission to monitor eligible participants for a training event. When eligible employees are identified and space is available, users are then "Enrolled" from "Waitlist" status. Automated email notification from the LMS follows all steps throughout the registration process for Instructor-Led courses so the user knows the status of their registration.

Note: Registrations for overseas courses must be completed (including supervisor approval) no less than 45 days prior to the course start date. Courses with low enrollment after that time may be cancelled. Refer to your [Training Coordinator](#) for registration procedures, scheduling of classes or status of your registration.

Senior Executive Service Candidate Development Program (SES CDP)

The SES CDP is a training program designed to develop the executive qualifications of employees with strong executive potential. Competitively selected GS-15 candidates will complete a rigorous 12-18 month development program that includes rotational assignments, formal training, mentoring and more. Review the USAID program policy and procedures at:

- [Senior Executive Service Candidate Development Program \(SES CDP\)](#)

The Training Quality Assurance Council (TQAC)

The Training Quality Assurance Council (TQAC) is a high-level body within USAID responsible for improving the quality and relevance of training for USAID staff. Managed by OHR, sponsored by the Agency's Assistant Administrators, and composed of Deputy Assistance Administrators and key training specialists, TQAC has a broad mandate. More information on TQAC, its charter, and other key training documents can be found here:

- [The Training Quality Assurance Council \(TQAC\)](#)

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Bureau-sponsored training

Each bureau and independent office located in the RRB manages a range of training, often specialized for the technical needs for a backstop or sector. Some bureau courses are listed at USAID University and detailed information can be found there. Information about other courses can be obtained directly from training coordinators.

DCHA

EGAT

Global Health

Rochelle Thompson
(202) 712-0998

Mencit Thomas
(202) 712-1069

Terra Fretwell
(202) 712-4684

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Other programs & Initiatives

The USAID University does not just stop at course offerings. We have pulled together programs that support USAID staffers who are in a learning mode. Be sure to look into your eligibility for these beneficial initiatives.

Foreign Service Institute (FSI) Transition Center - The George P. Shultz National Foreign Affairs Training Center offers training for all foreign affairs employees and Eligible Family Members (EFMs). Classes are held at the Shultz NFATC FSI at 4000 Arlington Blvd in Arlington, VA and fill quickly. You can check the FSI course catalog on the State Department's OpenNet (<http://fsi.state.gov>) for space availability. For tuition-based courses, eligible employees should contact their [Foreign Service](#) or [Civil Service Specialist](#). Current course offerings can be found here:

- [Transition Center Courses: September - October 2011](#)
- [Transition Center Courses: July - August 2011](#)

[Security Overseas Seminar / Advanced SOS](#)

[Security Overseas Seminar Class Schedule](#)

FSI Language Testing Preparation: [About the Foreign Service Institute \(FSI\) Language Test](#)

FSI's Office Management Training (OMT) Division - FSI's Office Management Training Division offers a large variety of classes to suit the training needs of foreign affairs employees and contractors are eligible to attend some OMT classes. You can check their catalog on the State Department's OpenNet (<http://fsi.state.gov/fsi/spas/omt>) for space availability. For tuition-based courses, eligible employees should contact their [Foreign Service](#) or [Civil Service Specialist](#). What's New in Office Management Training can be found here:

- [What's New in Office Management Training](#)

Tuition Assistance Program (TAP) - provides funding for pre-approved classroom and on-line credit courses from accredited colleges and universities. There are three TAP announcements issued yearly for the Fall, Winter/Spring, and Summer school terms. Maximum financial support is \$1500 for each funding period. Applications are reviewed by a panel to determine which courses will be approved based on justifications provided and funding limitations. Review the TAP policies and procedures and access all forms at:

- [Tuition Assistance Program \(TAP\)](#)

Student Loan Repayment Program (SLRP) - permits USAID to repay federally insured student loans as an incentive to recruit and retain highly qualified employees. After applications are reviewed and eligibility determinations made, USAID makes payments in a lump sum on behalf of the employee directly to the lending institution for currently outstanding federal loans. The amount of reimbursement is contingent upon the number of qualifying employees and budget limitations. Review the SLRP policies and guidelines at:

- [Student Loan Repayment Program \(SLRP\)](#)

Mentoring Program - provides structured and informal mentoring options to help both mentees and mentors develop organizational and professional skills. USAID participates in the structured Department of State Civil Service Mentoring Program. For those who want the flexibility of an unstructured approach to mentoring, access additional resources at:

- [Mentoring Matters](#)

USAID Learning Resources Center - provides a self-study multimedia center with services and resources for USAID staff. Mezzanine Level (M.01-10) of the Ronald Reagan Building | Monday-Friday, 9am to 4:30pm (except Federal holidays).

- [USAID Learning Resources Center](#)

Training Needs Assessment Report - In an effort to be responsive to the training needs of the staff it serves, USAID contracted PerformTech Inc. to conduct a training needs assessment to identify the learning needs of USAID's staff, including Foreign Service Officers (FSOs), Foreign Service Nationals (FSNs) (both Personal Services Contractors [PSCs] and direct hires [DH]), Civil Service (GS) personnel, and Personal Services Contractors (USPSCs). The results of this assessment are intended to assist USAID in responding to those needs by identifying perceived gaps in staff and supervisor job skills and knowledge, and in identifying training delivery methods that can potentially enable training to be more accessible to the staff.

- [Training Needs Assessment Report](#)

Competency Development Initiative - At USAID, competencies are defined as observable and measurable patterns of knowledge, skills, and abilities, linked to behavior that identify an individual's or an organization's occupational job functions. Competencies serve as a foundation for human capital development in areas such as recruitment and hiring of talent, job assessment, employee development and training, performance management, career planning, and succession planning. Competencies may be incorporated into position descriptions, interview guides, hiring criteria and methods, assessment processes, individual learning and training plan (ILTP), performance management processes, and employee development opportunities, e.g. training. For more information on the Competency Development Initiative, see:

- [USAID Competency Development Initiative Update](#)
- [Competency Development @ USAID](#)
- [360 Assessment Tutorial](#)
- [Competency Proficiency Level Scale](#)
- [Sample Competency Model](#)
- [Competency Assessment User Guide](#)
- [Competency Development Briefing](#)
- [Individual Learning and Training Planning: Competency Assessments & e-ILTPs \(online CBT presentation\)](#)

- [Frequently Asked Questions](#)
- [Foreign Service Competency Catalog](#)
- [Competency Models linked to E-Learning](#)
- [Civil Service Competency Catalog](#)

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Other Government Agency-sponsored Training

As USAID staff, you can avail yourselves of excellent educational and training opportunities beyond the confines of USAID. The following web sites are major government-sponsored institutions where USAID staff frequently study.

- [Defense Acquisition University \(DAU\)](#)
- [Foreign Service Institute \(FSI\)](#)
- [U.S. Army War College](#)
- [OPM HR University \(HRU\)](#)
- [National Defense University \(NDU\)](#)
- [National Geospatial Intelligence College](#)
- [Graduate School, USDA](#)

Finding your way to the Washington training facilities

USAID conducts staff training at three locations in the Washington, D.C. area. Two of the three venues, the Center for Association Learning (CAL) and the USAID Training Center, are located within the Ronald Reagan Office Building. The following links will help you to locate and arrive at these facilities.

- [USAID Training Center & CAL](#)
- [Washington, DC Area Hotels](#)
- [National Foreign Affairs Training Center](#)
- [RRB Shuttle Bus Schedule](#)

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Training coordinators

If you would like assistance in your mission or bureau to obtain more information about course sequencing and/or registration procedures, contact your Training Coordinator.

- [Training Coordinators](#)

Training policies

Here you will find detailed policies of the Office of Human Resources Training Division. These include rules regarding absence from class and cancellations, employee required commitment to continuing employment with the Agency after training, and training classes affected when the federal government opens late, closes early, or is closed for the day.

- [Continued Service Agreement](#)
- [ADS 458](#)
- [Class Cancellation Policy](#)
- [Inclement Weather](#)
- [Attendance policy](#)

Training forms

These Agency forms are required for transacting most of your training activities. They include the Individual Learning and Training Plan (ILTP) application (to facilitate online completion of your ILTP), Form SF-182 (online language training authorization form), the Tuition Assistance Program (TAP) application form, the Training Room Request form (required to reserve a training room at the Ronald Reagan Building Training Center), the Course/Class Setup forms (required registration if your office has a training event to be setup in the USAID University system), and the LMS User Account Request form (allows you to log in to the registration system).

- [Individual Learning and Training Plan \(ILTP\)](#)
- [Individual Learning and Training Plan \(ILTP\)\(extended form\)](#)
- [DLI IDP Template](#)
- [SF-182](#)
- [Request for USAID University Course Catalogue Entry](#)
- [LMS User Account Request/Update Form](#)
- [Tuition Assistance Program \(TAP\) application](#)
- [Training Room Request Form](#)
- [Request for USAID University Class Setup](#)

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USAID
FROM THE AMERICAN PEOPLE

MINORITY SERVING INSTITUTIONS PROGRAM

Office of Small and Disadvantaged Business Utilization

MSI at USAID

- [USAID Fact Sheet](#)
- [USAID Policy](#)
- [USAID's MSI Committee](#)

PRESIDENTIAL EXECUTIVE ORDERS

- [Historically Black Colleges and Universities](#)
- [Educational Excellence for Hispanic Americans](#)
- [Tribal Colleges and Universities](#)

PRESIDENT'S BOARD OF ADVISORS

- [Historically Black Colleges and Universities](#)
- [Educational Excellence for Hispanic Americans](#)
- [Tribal Colleges and Universities](#)

ANNUAL FEDERAL PLANS AND REPORTS

- [FY 2005 Report on HBCUs](#)
- [FY 2004 Report on HBCUs](#)
- [FY 2003 Report on HBCUs](#)
- [FY 2002 Report on HSIs](#)
- [FY 2000 Report of HSIs](#)
- [FY 2006 Report on TCUs](#)
- [FY 2005 Report on TCUs](#)

LIST OF MSI COLLEGES AND UNIVERSITIES

- [HBCU](#)
- [HSI](#)
- [TCU](#)

MSI ORGANIZATIONS AND OTHER RELATED WEBSITES

- [White House Initiative on Educational Excellence for Hispanic Americans](#)
- [White House Initiative](#)

Minority Serving Institutions (MSIs) are institutions of higher education in the United States that either historically or currently have ethnic minority student enrollments of more than 25 percent. Individual Executive Orders have been issued requiring Federal Agencies to increase opportunities for Historically Black Colleges and Universities (HBCUs), Hispanic Serving Institutions (HSIs) and Tribal Colleges and Universities (TCUs) to participate in and benefit from programs and activities in Federal Government Agencies.

The Office of Small and Disadvantaged Business Utilization (OSDBU) coordinates the MSI and Small Business Programs. OSDBU staff is the initial point of contact for MSIs. USAID established a MSI Committee to develop strategies for creating new partnerships and ensure compliance with the Executive Orders. The Committee, which consists of representatives from each bureau and independent office within USAID, is responsible for recommending policies, initiatives, and activities to increase MSI participation in USAID programs and activities.

The MSI unit in the Office of Small and Disadvantaged Business Utilization is responsible for data collection for annual reports to the White House on USAID's plans and performance in utilizing MSIs, information sharing, and providing advice and counsel to HBCUs and other MSIs. They also provide guidance to USAID Bureaus and missions in developing activities and initiatives to increase the participation of HBCUs and other MSIs in USAID programs.

MSIs are involved in activities with USAID around the world, including a variety of research and development projects, participant training, fellowships and internships.

This page was updated on Wednesday, 05-Mar-2008 16:03:12 EST. Questions or Comments?

Please contact: [Tracy Scrivner](#)

on Historically Black
Colleges and Universities

• White House Initiative
on Tribal Colleges and
Universities

• American Indian Higher
Education Consortium
(AIHEC)

• Hispanic Association of
Colleges and Universities
(HACU)

• National Association for
Equal Opportunities in Higher
Education (NAFEO)

• UNCF: Special Programs
Corporation





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Office of Civil Rights and Diversity



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Search the OCRD Site:

Additional Resources

- Diversity Recruitment Sources Guide
- Training
- Related Sites
- No FEAR Act

Dispute Intake and Resolution

- Alternative Dispute Resolution (ADR)
- ADR Mediation Brochure
- EEO Complaint Process
- OCRD Forms
- EEO Counselors
- Complaint Statistics
- Guide to the EEO Complaints Process

Diversity Management and Outreach

- Diversity Management and Outreach Overview
- Diversity Awareness Initiatives
- Diversity Leadership Council
- Diversity Leadership Council Charter
- Affinity Groups and Liaisons
- Annual Reports
- Workforce Profiles
- Workforce Data Tables and Charts
- Related Links

Welcome

This is the place for general information and guidance about Equal Employment Opportunity (EEO) and diversity at USAID. We at USAID's Office of Civil Rights and Diversity (OCRD) invite you to explore the site for information about EEO. You'll find useful information, and if you can't quite find what you are looking for, guidance to where additional information can be found - such as [ADS 110](#), Equal Employment Opportunity.

At OCRD, we work with you to expand the principle expressed in our logo "Valuing Diversity - Appreciating Our Differences." The Foreign Service Act, which is our authorizing legislation, tells us USAID's workforce is to be representative of the American people. Accomplishing the agency's mission of raising the quality of life of people around the world is best achieved by a diverse workforce, valued for its differences and what those differences have to offer in problem solving and achieving agency goals.

We also work with you to assure that our workplace is free from discrimination and harassment. Equal opportunity is not an empty concept. Rather, it has the force of law, regulation, and USAID policy behind it. If you have questions or concerns about a problem of discrimination or harassment, you can turn to OCRD for guidance and assistance with problem solving.

This website will be adding, subtracting, and changing from time to time, and we welcome your suggestions as to what you find would be most helpful to you.

Right now, take a look at our [Customer Service Plan](#) and begin to explore OCRD and what we do.

Again, welcome. Stay a while, and come back often.

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OFFICE OF DEVELOPMENT PARTNERS

DIVISIONS

Millennium Challenge Coordination (MCC)

Private Sector Alliance (PSA)

Private and Voluntary Cooperation (PVC)

Program & Strategic Planning (PSP)

DEVELOPMENT PUBLICATIONS & FEATURED ISSUES

Administrator's Speech to the U.S. Global Leadership Campaign

U.S. National Security Strategy

Effective Aid Management

STAFF RESOURCES

USAID Forward

Feed the Future

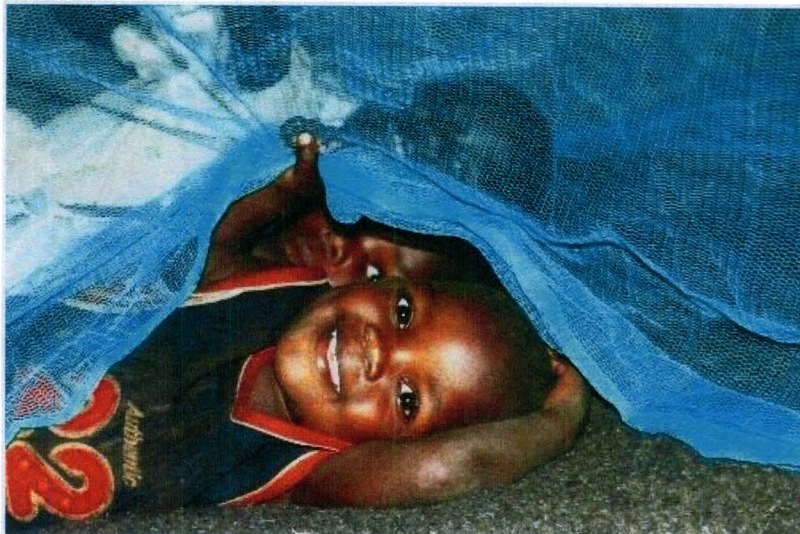
Quadrennial Diplomacy and Development Review (QDDR)

Country Development Cooperation Strategy Guidance

Positioning USAID for Success | ODP

ODP Employee Welcome Packet and OP Procedures

USAID University



Foreign Assistance: The Foreign Assistance Dashboard was created in response to the principles of the Paris Declaration on Aid Effectiveness and President Obama's Government Initiative. The goal of the Foreign Assistance Dashboard is to provide a wide variety of stakeholders, including U.S. citizens, civil society organizations, the Congress, U.S. Government (USG) agencies, donors, and partner country governments, to examine, research, and track USG foreign assistance investments in an accessible and easy-to-understand format.



The Council on Foreign Relations: The Quadrennial Diplomacy and Development Review (QDDR), two years in the making, was presented by Secretary of State Hillary Clinton yesterday as a foreign-policy roadmap that sees "leading through civilian power" as a way to save lives and money....read more.



PRNewswire: Four ACDI/VOCA volunteers were honored yesterday at the USAID Farmer-to-Farmer Volunteer Appreciation event for their outstanding service this year to reduce hunger in poor communities worldwide....read more



Foreign Policy: When historians look back to the moment when the post-Cold War reign of American power ended, they may well settle on 2010 as a crucial year. Everywhere, it seemed, there were signs that the long-predicted "rise of the rest" had finally occurred, whether in the newfound assertiveness of fast-growing China or the impatient diplomacy of new powers like Brazil and Turkey. Foreign Policy's second annual list of the Top 100 Global Thinkers fully reflects that new world....read more



This Site: Office of S

Office of Small and Disadvantaged Business Utilization

What we do

- [Small Business Program](#)
- [Small Business Goals](#)
- [Small Business IQC Holders](#)
- [Minority Serving Institutions](#)
- [Our Partners](#)
- [Training](#)
- [FAQs](#)



Welcome to The Office of Small and Disadvantaged Business Utilization (OSDBU)

Welcome to OSDBU's intranet site. Our role at USAID is to ensure that small businesses receive a fair opportunity to compete for USAID's procurements. We do that by working with the bureaus and the Office of Acquisition and Assistance to identify requirements that may be appropriate to set-aside for small businesses. We have done our best to compile information here that will be useful to you as you decide what should be set-aside. If you don't see what you are looking for on our site, please ask us! We are here to help you!

Announcements

SBA Procurement Scorecard 7/29/2011 11:10 AM
 by Ball, Kimberly (OSDBU/MRC)
 USAID received a "C" on its SBA Procurement Scorecard for FY 2010, which represented a significant improvement from prior years. The agency increased its percentage awards to small businesses in 9 out of 10 prime and subcontracting categories. ...

GEMS Awarded to IBI International 7/22/2011 5:32 PM
 by Ball, Kimberly (OSDBU/MRC)
 The Liberia Government and Economic Management Support program (GEMS) is a five year, \$45 million program to strengthen public sector capacity in Liberia. GEMS is a follow on to the highly successful Governance and Economic Management Assistance Program...

Add new announcement

OSDBU

Welcome to the OSDBU Blog!
 Share your Small Business Success Story with the Agency

Shared Documents

Type	Name	Modified By
	Small Bus Tools	Jones-Taylor, Sharon M (SDBU/MRC)
	About Us	Jones-Taylor, Sharon M (SDBU/MRC)
	Small Bus Partnership	Jones-Taylor, Sharon M (SDBU/MRC)
	FY 2010 SB Report by USAID Bureau	Vera, Mauricio (OSDBU/MRC)
	FY10 SB Contracting Scorecard_USAID_FINAL	Vera, Mauricio (OSDBU/MRC)
	USAID Sample Matrix in Response to Sources Sought	Hembry, Tracy A (OSDBU/MRC)
	USAID Market Investigation Worksheet	Hembry, Tracy A (OSDBU/MRC)
	USAID Government Contracting Basics	Hembry, Tracy A (OSDBU/MRC)
	Small Business Market Research	Ball, Kimberly (OSDBU/MRC)

Add new document

Announcements [2]

SBA Procurement Scorecard	7/29/2011 11:10 AM
by Ball, Kimberly (OSDBU/MRC)	
GEMS Awarded to IBI International	7/22/2011 5:32 PM
by Ball, Kimberly (OSDBU/MRC)	

Add new announcement

Calendar

Links

- [Women Owned Small Business Program](#)
- [Small Business Administration web site](#)
- [Small Business Association of International Contractors](#)

Add new link


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- ▀ [Counterterrorism](#)
- ▀ [Clearances for Direct Hires & PSCs](#)
- ▀ [Clearances for Contractors \(National Industrial Security Program\)](#)
- ▀ [International Security Program](#)
- ▀ [Headquarters Security Program](#)
- ▀ [Handling Classified Information](#)

OFFICE OF SECURITY MISSION

The USAID Office of Security (SEC) provides security services to protect USAID personnel and facilities, safeguard national security information, and promote and preserve personal integrity.

For Customer Service Dial - 202-712-0990

WHAT'S NEW

- **TIPS for Visitors to USAID 14th Street Entrance** for shorter waiting times:
 - Pre-register in our Visitor Registration System
 - Busy times at 14th St. Desk are 10:00AM to 2:00 PM
 - Provide Visitors with meeting information; Point of Contact and phone number
 - Visitors must have photo ID, driver's license or passport.
 - Arrive at least 15 minutes prior to meeting/event
 - Phone number for 14th St. Visitor Desk 2-5254
- [Shots Fired! When Lightning Strikes](#)
- [PVS Access Request Form](#) Note: Once this form has been completed forward to SEC Mail Box SEC PVS (USAID).
- [OPM SF 86 Overview](#) (for Agency Initiators)
- [Content Guide for the New e-QIP Form](#) (with New Branching Questions)
- [Quick Reference Guide to the SF86](#) (for Applicants)

RELATED LINKS

- [DC Metro Police Crime and Activity Statistics](#)
- [USAID EXO Net](#)
- [USAID Human Resources](#)
- [Homeland Security Presidential Directive 12 Program](#)

SEC BRIEFINGS AND TRAININGS

- [Mandatory Courses for All USAID Staff Traveling Overseas](#)
- [Classified Information Debriefing](#)
- [SEC Initial Employee Information System Security Training](#)
- [Sudan Radio Training](#)
- [Duck & Cover](#)

- [The Importance of Emergency & Evacuation Radios](#)
- [500-1 Process for AMS](#)
- [500-1 Renewal Process for Employees](#)
- [Diplomatic Security, Knowledge from the Field, Marriot Hotel Truck Bomb Attack, Sept 20, 2008, Islamabad, Pakistan](#)
(Windows Media, 15MB)
- [Diplomatic Security, Knowledge from the Field, Vehicle Under Attack, Aug 26, 2008, Peshawar, Pakistan](#)
(Windows Media, 8.5MB)

[SEC Home](#) | [Office of the Director](#) | [Daily SEC Report](#) | [DoS Travel Advisories](#) | [OS Advisory Council](#) | [RRB Emerg. Info](#) | [SA-44 Emerg. Info](#)

Questions or Comments? Please contact **Don Bisom**. This page was last updated on Tuesday, 19-Jul-2011 15:36:18 EDT.



Skip Navigation



Office of the Director of U.S. Foreign Assistance

The Office of the Director of U.S. Foreign Assistance is charged with directing the transformation of the U.S. Government approach to foreign assistance and with ensuring that foreign assistance is used as effectively as possible to meet broad foreign policy objectives. The Office of the Director of U.S. Foreign Assistance (F) was established in 2006.

For more information on F, updated guidance documents, the latest announcements, or other reference materials, please visit <http://f.state.sbu>.

Vision Statement

Ensure the strategic and effective use of foreign assistance resources to respond to global needs, make the world safer, and help people better their own lives by supporting programs that:

- Advance human rights and freedoms;
- Promote sustainable economic growth and reduce widespread poverty;
- Promote and support democratic, well-governed states;
- Increase access to quality education, combat disease, and improve public health;
- Respond to urgent humanitarian needs;
- Prevent and respond to conflict; and
- Address transnational threats.

Mission Statement

On behalf of the Secretary of State and the DFA, the Office of the Director of U.S. Foreign Assistance:

- Provides leadership, coordination and strategic direction within the U.S. Government and with external stakeholders to enhance foreign assistance effectiveness and integrates foreign assistance planning and resource management across State and USAID;
- Leads strategic, operational, and performance planning of U.S. foreign assistance with a focus on aligning resources with policy priorities;
- Develops and defends foreign assistance budget requests and allocates State and USAID foreign assistance funding to meet urgent needs and new opportunities and to ensure long-term sustainable investments; and
- Promotes good stewardship of foreign assistance funds by strengthening oversight, accountability, and transparency.

Operating Principles

In order to achieve our vision and mission, our work will be driven by the following operating principles:

- As public servants, we will be accountable to the American people for ensuring the effective use of foreign assistance resources by:
 - Prioritizing the allocation of resources to ensure that U.S. policy objectives are achieved;
 - Emphasizing a country-based focus for planning and programming resources that incorporates functional and transcendent needs and priorities;
 - Ensuring that resource allocations are informed by analysis of country and program performance;
 - Working with others in State and USAID to align program and operational resources; and
 - Carrying out our work with integrity in a transparent and coordinated manner.
- We will be constructive and cooperative partners with our stakeholders by:
 - Respecting and calling upon the expertise of our colleagues;
 - Engaging where F has unique capacity or perspective;
 - Using our convening authority to bring stakeholders together to develop coordinated approaches to issues and challenges;
 - Continually working with our interagency partners to identify and act upon opportunities to improve integration and coordination of foreign assistance; and
 - Being reasonable and balanced in carrying out our work and in our interactions with others.
- We will value our employees as our most important resource by:
 - Recognizing and rewarding collaboration, teamwork, and excellent performance;
 - Encouraging the positive exchange of ideas and perspectives; and
 - Fostering professional development through mentoring, training, and career advancement opportunities.

Last Updated on July 27, 2010.

For question or concerns regarding this site, please contact 202-647-2608.

AFR Bureau Documents

- [DG SOTA 2011](#) **New**
- [Guidance](#)
- [Africa Bureau Procedures Manual](#)
- [Communications Strategy 2011](#)
- [China-Africa Trade and Economic Relationship Annual Report 2010](#)
- [Vision Statement](#)
- [State/USAID Strategic Plan for FY 2007-2012](#)
- [Bureau Overview in English, French, and Portuguese](#)
- [Country Profiles and Fact Sheets](#)
- [USAID Programs in Africa \(map\)](#)
- [SBU: African Countries by Foreign Assistance Framework Categories \(map\)](#)
- [Weekly Report to the Administrator \(7-27-11\)](#)
- [Foreign Assistance Bulletin](#)
- [Africa Bureau Weekly Notes](#)
- [Presentations](#)
- [CBJ \(2009\)](#)
- [CBJ \(2008\)](#)
- [2006 Annual Reports \(archive\)](#)
- [Results Frameworks \(from AFR 2006 Annual Reports - arranged by country\)](#)

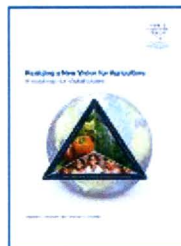
F Links

- [State intranet site](#)
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Announcements/What's New?

For Internal Use Only: FY 2013 Budget Presentation


The [FY 2013 Budget Presentation](#) is now available. Please note that this information is for internal use only.

New Report on Public-Private Partnerships in Agriculture


The World Economic Forum (Davos) has released a report titled: "[Realizing a New Vision for Agriculture: A Roadmap for Stakeholders.](#)" The World Economic Forum's New Vision for Agriculture initiative is led by 17 global companies that are Industry Partners of the Forum. To advance progress toward a vision of global food security, this roadmap outlines a framework for implementing business-led and market-based solutions that are explicitly linked to national development priorities.

Updated Guidance on the Intranet

The [Guidance](#) page includes the most recent versions of the Africa Bureau Procedure Manual, CDCS Guidance and Gender ADS Guidance. In the future, Guidance for the FY2012 CBJ Narratives will be added along with other important planning tools.

Mission Directors' Conference, December 2010

Mission directors and USAID representatives from around Africa gathered in Johannesburg December 8-10, 2010, to take part in the annual Mission Director's Conference. Click [here](#) to see some of the materials presented at that conference.

China-Africa Trade and Economic Relationship, 2010

The [China-Africa Trade and Economic Relationship Annual Report 2010](#) was released October 14, 2010, by a research institute under the Chinese Ministry of Commerce. Chinese investment in Africa reached \$1.44 billion in 2009, compared with \$220 million in 2000, the report says.

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- Fragility
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Additional Resources

- [On-Line Resources Handout](#)
- [Virtual Library](#) (archive)

Africa's Management of its Extractive Industries



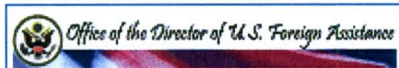
This past summer, Sen. Richard Lugar commissioned the minority staff of the Senate Foreign Relations Committee to assess the impact of the so-called "resource curse" and evaluate the effectiveness of current U.S. and international efforts to remedy the problem. Staff examined more than 20 resource-rich developing countries, including five in Africa - Angola, Chad, Equatorial Guinea, Ghana, and Nigeria. The resulting report, "[The Petroleum and Poverty Paradox](#)," concludes that U.S. programs intended to help countries manage their oil money wisely could succeed only when there is sufficient political will to fight corruption and make other difficult choices. The report also found that where national leaders are willing to face the problem, outside experts can help promote stronger anti-graft and transparency policies, which make it harder for government officials to hide corruption and easier for citizens to follow the money to make sure it isn't wasted. These issues were discussed at a [recent Senate hearing](#) featuring expert testimony by Todd Moss (U.S. State Department), Paul Collier (University of Oxford), David Goldwyn (Goldwyn International Strategies), and Simon Taylor (Global Witness).

African Development Forum VI



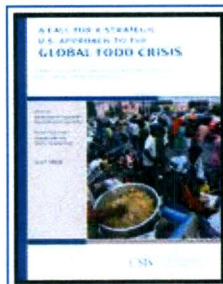
The African Development Forum (ADF), initiated in 1999, is a periodic multi-stakeholder platform for debating, discussing, and initiating concrete strategies for Africa's development. ADF VI, coinciding with the 50th anniversary of the UN Economic Commission for Africa (UNECA), will occur during November 19-21, 2008 in Addis Ababa, Ethiopia. The forum will review progress made to date across Africa toward gender equality and women's empowerment, and articulate concrete actions for accelerating the process. The Forum's [Concept Note](#) providing background and describing thematic areas and expected outcomes can be found on the UNECA web site.

FY 2008 Performance Plan and Report



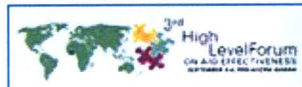
F has released the new [guidance](#) and related [annexes](#) for the FY 2008 Performance Plan and Report (PPR). The PPR is designed to capture results achieved by each Operating Unit during FY 2008 (regardless of the year of funding used) and set targets for results anticipated in FY 2009 and FY 2010. Information from the PPR helps meet statutory requirements and management needs. Supplemental Reference materials to assist in preparation of the PPR will be available on the F web site on or before October 1, 2008.

Call for a Strategic U.S. Approach to the Global Food Crisis



In May 2008, in response to the growing global food crisis, the Center for Strategic International Studies (CSIS) launched a Task Force to assess the rising humanitarian, security, developmental, and market impacts of rising food costs and shortages. The resulting report was the focus of a Capitol Hill event on July 29 that included comments by Sen. Richard Lugar (R-IN) and Sen. Robert Casey (D-PA), who served as co-chairs of the CSIS Task Force. The [report and speakers' comments](#) can be found on the CSIS web site.

Accra Agenda for Action



The [Third High Level Forum on Aid Effectiveness](#) occurred in Accra, Ghana on September 2-4, 2008. The Forum provided the

opportunity to assess progress in implementing the Paris Declaration commitments, identify remaining bottlenecks and challenges, and determine key actions that donors and partner countries might take to accelerate progress in making aid more effective. Forum participants considered and endorsed the [Accra Agenda for Action \(AAA\)](#) to deepen implementation of the Paris Declaration and respond to emerging aid effectiveness issues.

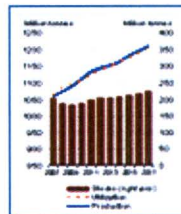
Africa's Ties with China



A [recent article](#) by two members of the IMF's African Department explores the burgeoning ties between Africa and China. Formerly dominated in the 1990s by official development aid and government ministries, the relationship has evolved such that China is now a major market, financier, investor, contractor, and builder for Africa as well as donor. At the same time, a

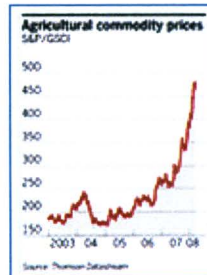
[report by the European Parliament](#) on China's growing presence in Africa lays out both positive and negative impacts, often entwined with human rights considerations, that challenge relations between Africa and the European Union.

Volatility in Global Food Prices



Despite increased world cereal production in 2007, a tight global cereal supply-and-demand situation prevails in the current marketing season. Cereal supplies are low mainly because of [dwindling stock levels carried over from the previous season](#). With world demand showing little sign of abating, international prices of most cereals continue to be high and rising, while world reserves are heading for another decline from already low levels. The [FAO World Food Situation portal](#) provides information about the current rise in food prices and its consequences for global food security.

Food Prices on the Political Agenda



Soaring food prices are affecting millions of people across the world - most of all, those living on the edge of poverty and hunger. Factors contributing to global food price rises include rising oil and energy costs; growing competition between biofuels and food; growing demand from burgeoning economies in the developing world; and increased climate and weather-related events that destroy crops, reducing food supplies. Information about the crisis and its long-term consequences for development has been [summarized by Simon Maxwell](#) of the Overseas Development Institute (UK). Immediate

efforts to respond globally are being spearheaded by the World Food Programme, where [additional information](#) is available. Questions and comments can be sent to [Tim Lavelle](#), the Africa Bureau's Food Security Advisor.

China in Africa: Lending, Policy Space, and Governance



A recent [report by the Norwegian Council for Africa](#), while largely agreeing with and expanding on common criticisms about China's involvement in sub-Saharan Africa, seeks to highlight some of the regional benefits and makes recommendations for the country as a major player in the African aid environment. The report includes an extensive case

study of Zambia's aid experience with China to illustrate the impact of significant Chinese involvement in an African nation.

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**Intranet**Bureau for Africa 

Sudan Program

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[U.S. Library of Congress-Sudan Country Studies](#)

What's New?

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[Salva Kiir Speaks at the Woodrow Wilson Center: The Role of Southern Sudan in Regional Peace and Security](#) (July 24, 2006)

[U.S. State Department Media Note: United States Commits \\$116 Million at Sudan Donors Conference](#) (July 19, 2006)

[Congressional Testimony: USAID Assistant Administrator Lloyd O. Pierson for the House Committee on International Relations: Prospects for Peace in Darfur](#) (May 18, 2006)

[Congressional Testimony: Assistant Secretary of State Jendayi E. Frazer for the House Committee on International Relations: Prospects for Peace in Darfur](#) (May 18, 2006)

[U.S. State Department Fact Sheet: The Darfur Peace Agreement](#) (May 8, 2006)

[USAID Press Release: USAID Re-Establishes Mission in Sudan](#) (April 20, 2006)

[USAID Press Release: New Mission Director For Sudan Sworn In \(April 20, 2006\)](#)

[A Forum with Rebecca Garang at the Woodrow Wilson Center: Building for the Future in Southern Sudan](#) (February 1, 2006)

[U.S. Institute of Peace Briefing: Emergent Insecurity in Eastern Sudan](#) (November 9, 2005)

[U.S. Department of State Press Statement on the Signing of the Southern Sudan](#)

Contact

Susan Quinn
202-712-0209
squinn@usaid.gov

Maps

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[Center for Development and Environment Sudan Maps](#)
[Humanitarian Information Center](#)

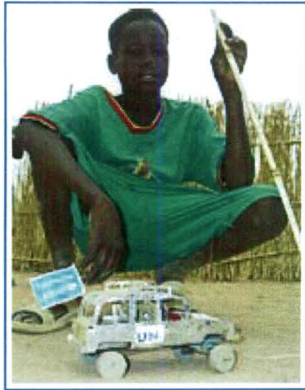
News

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Other

[Embassy of the Republic of Sudan, Washington, DC](#)
[BBC Weather-Sudan](#)
[SPLM Today](#)



[Constitution](#) (December 7, 2005)

[Economist Special Report: Sudan](#) (December 3, 2005)

Outside powers all seem to want a piece of Sudan. But none of them has been able to stop the government in Khartoum from continuing to mistreat its people. [\[complete article\]](#)

[Salva Kiir Speaks at the Woodrow Wilson Center in Washington, DC](#) (November 4, 2005)

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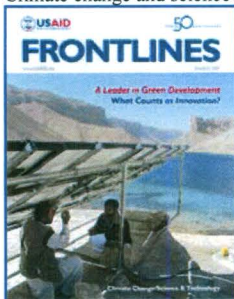
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New issue of FrontLines

Posted by [jcartwright](#) on Monday, July 25th 2011



Climate change and science & technology are the themes of the [June/July issue of FrontLines](#). Programs in the Asia region feature prominently in this issue:



- [“Financing Asia’s New Clean Energy Markets”](#)
- [“Q&A with Padu S. Padmanaban, USAID Senior Energy Adviser”](#)
- [“Harmony Within Bangladesh’s Endangered Forests”](#)
- [“99-Minute Diagnosis: Will New Technology Turn Tide on TB War?”](#) (Kazakhstan)

Other great articles to read in this issue:

- An exclusive [interview with U.S. Senator Patrick Leahy](#)
 - A [message from White House Science Adviser John P. Holdren](#)
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Tips for Visitors to USAID 14th St Desk

Posted by [cagarcia](#) on Friday, July 22nd 2011

- Pre-register in the Visitor Registration System
- Busy times at 14th St Desk are 10:00 AM and 2:00 PM
- Provide Visitors with meeting information; POC and phone number
- Visitors must have photo ID, driver's license or passport
- Arrive at least 15 minutes prior to meeting/event
- Phone number for 14th St Visitor Desk 2-5254

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[ASIA/ME MANDATORY Records Management Trainings](#)

Posted by [cagarcia](#) on Monday, July 11th 2011

The records management training is a 2 part series – (one course is online while the second one will be held in a conference room). These trainings are **MANDATORY** for **ALL** bureau employees in order to comply with Agency and Federal requirements.

Please see **STEPS 1-4** for clarification of trainings.

Step 1: You must first take the “**Online Records Management**” which can be found on the USAID University website <https://university.usaid.gov/index.cfm>.

Step 2: Upon your successful completion of this online course, please forward me a copy of your certificate.

Step 3: The second mandatory training called “**Records Management 101**” will take place in July/August with the assistance of M/IRD. This training will be held in a conference room. You will be informed via email the dates and times for this training.

Step 4: Once you receive an email with the dates and times, please confirm your attendance.

If you have any questions, please contact Jonathan Zayas (jzayas@usaid.gov).

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[Asia/ME Retreat](#)

Posted by [jcartwright](#) on Tuesday, June 28th 2011



The Asia and Middle East Bureaus' retreat will be held on Thursday, July 7, from 2 p.m. to 5 p.m. at Bowl America in Falls Church.

If you would like to attend, please let Marian Venable know as soon as possible. Each participant will be responsible for the cost of two games and shoe rental.

Also, **drivers are needed**, so please let Marian know if you are able to take passengers.

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[Photo of the day](#)

Posted by [jcartwright](#) on Tuesday, June 7th 2011

FrontLines and EGAT teamed up for a [photo contest focused on the environment](#).

The winning photo below highlights the work of the USAID-supported Coral Triangle Initiative, a partnership designed to safeguard the rich marine biodiversity off the coasts of Indonesia, Malaysia, Papua New Guinea, the Philippines, Solomon Islands, and Timor-Leste.



Dugongs, a type of large marine mammal, caught by the community of Maliangin, Malaysia, are now released within the Maliangin marine sanctuary. As a result of the USAID and World Wildlife Federation Coral Triangle Support Partnership, which supported community education and awareness, the community now understands the importance of protecting endangered species and the benefits of marine sanctuaries. These efforts will help increase biodiversity and conserve the marine environment. Credit: © WWF-Malaysia/ Rebecca Jumin

View other winning photos at: http://www.usaid.gov/our_work/environment/photo_contest/

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Telework Agreements/Checklists are due SOON!

Posted by [cagarcia](#) on Tuesday, May 24th 2011

By **June 7th**- All staff/contract modalities (except CASU's and IC's) must submit the following:

- [Telework Agreement](#)
- [Telework Safety, Training, and Resource Checklist](#)
- [Telework Eligibility Worksheet](#) (*we encourage all managers to have staff fill this out*)

By **June 30th**, CASU's and IC's must submit the following:

- Contractors Company Telework Permission letters
- [Telework Agreement](#)
- [Telework Safety, Training, and Resource Checklist](#)
- [Telework Eligibility Worksheet](#)

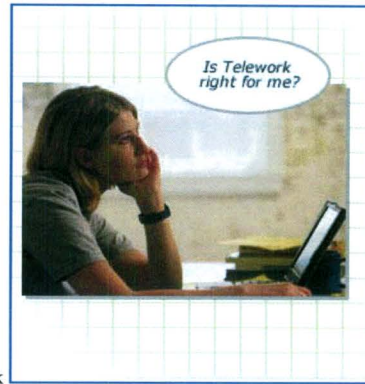
If you have any questions, please email Carla Garcia (cagarcia@usaid.gov).

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Make-up Telework Training Session Available!

Posted by [ccordoba](#) on Friday, May 13th 2011



ASIA/ME Bureau's will have a Make-up Telework Training Session next week

Date: May 18, 2011

Time: 11am – 12pm

Location: 4.09-066

Effective June 7th, **only** those federal workers with a new signed telework agreement on file who have completed the training will be eligible to telework. If you have not attended a session, please contact Carla Cordoba (Garcia) to sign up for this session.

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[New issue of FrontLines](#)

Posted by [jcartwright](#) on Tuesday, May 10th 2011



Programs in the Asia region feature prominently in the latest edition of [FrontLines](#):

- [“Wanted: Primary Care Docs in Kyrgyzstan”](#)
- [“Bangladesh, a Safer Place for Mothers”](#)
- [“Out of Hardship, a Health Advocate Is Born”](#) (Cambodia)

Other great articles to read in this issue:

- An exclusive [interview with U.S. Lt. Gen. John Allen](#) on how the United States' military and civilian arms found common ground in Iraq. Allen is President Obama's new nominee to lead U.S. and NATO forces in Afghanistan
- An exclusive [interview with WHO's Dr. Margaret Chan](#), who speaks about how educating girls and empowering women yields generational health gains
- How the new [Global Health Initiative](#) is building on a foundation of partnerships as key to healthier families, communities and countries

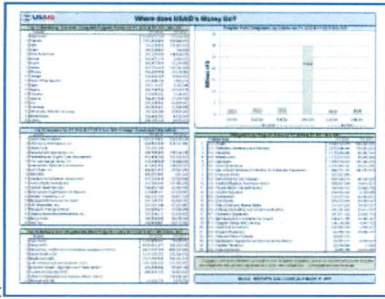
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[Where does USAID's money go?](#)

Posted by [jcartwright](#) on Monday, May 2nd 2011

In case you didn't see it, the interesting chart below was distributed to Washington users by M/CFO/FS last week and shows the overall distribution of



USAID's funds:

[Click here](#) for a full-sized PDF of this chart.

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[Mandatory Telework Training for ASIA/ME Bureaus!](#)

Posted by [ccordoba](#) on Tuesday, April 26th 2011

USAID is moving forward in operationalizing an Agency-wide telework plan by for the Asia and Middle East Bureaus.

June 7th, 2011. Carla Cordoba is the bureaus' telework coordinator

A **MANDATORY** one-hour training sessions for all staff has been arranged to explain the telework **law**, USAID's plan for implementing **the law**, and the annual telework agreement that all staff will be required to sign in order to participate. This training is the initial training required by law for all staff and **must be completed by COB May 15.**

This training is for all staff under any staffing or contracting modality, regardless of level.

The following training sessions for ASIA and ME bureau staff has been scheduled in **4.09-006** (you only have to go to one):

- **May 10 (1pm-2pm)** in 4.09-006
- **May 11 (10am-11am)** in 4.09-006
- **May 12 (2pm-3pm)** in 4.09-006

Effective June 7th, **only** those federal workers with a new signed telework agreement on file who have completed the training will be eligible to telework. If you have any questions, please feel free to call Carla Cordoba (x. 24745) or email her.

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August 19: Philippine diaspora event
August 24 (3-5pm): Swearing-in Ceremony for Mr. William Hammink, Mission Director To India, Point Four Conf. Rm.
September 5: Labor Day
September 8: International Literacy Day
- ** Mission Press Releases**
 - [Indonesia: U.S. Embassy Increases Commitment to Renewable Energy in Indonesia](#)
 - [Indonesia: U.S. Ambassador Meets Indonesian Women Entrepreneurs](#)
 - [Afghanistan: Panjsher Tourism Development Conference Promotes Investing in Afghanistan's Future](#)

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Friday August 12, 2011

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- Office of Small and Disadvantaged Business Utilization/Minority Resource Center (OSDBU/MRC) (external website)
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- Office of Development Partners (ODP)
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- Office of Poverty Reduction (EGAT/PR)
- Office of Gender Equality & Women's Empowerment (EGAT/GEWE)

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- [Overseas Management Support \(M/OMS\)](#)
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- [Office of the Chief Information Officer \(M/CIO\)](#)
- [Office of Acquisition and Assistance \(M/OAA\)](#)
- [Office of Management Policy, Budget, and Performance \(M/MPBP\)](#)

Policy, Planning and Learning

- [Bureau of Policy, Planning and Learning \(PPL\)](#)

Regional Bureaus

- [Africa](#)
 - [Sudan Program](#)
 - [West Africa Regional Program \(WARP\) \(external website\)](#)
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CMM Vision and Mission

CMM envisions an agency that effectively prevents, mitigates and manages the causes and consequences of violent conflict and fragility.

CMM leads USAID's efforts to identify and analyze sources of conflict and fragility; supports early responses to address the causes and consequences of instability and violent conflict; and seeks to integrate conflict mitigation and management into USAID's analysis, strategies and programs.

Field Support

Download the 2011-2012 [Mission Support Services Snapshot](#) to learn more about the services and products that DCHA/CMM provides to missions and embassies.

Announcements

- USAID is pleased to announce the availability of the Complex Crises Fund (CCF), which will continue to enable the United States government to help prevent, mitigate, and respond to emerging or unforeseen complex crises overseas. Funding from this USAID account, for which Congress appropriated almost \$40 million in FY 2011, may be made available to support programs managed by U.S. government agencies. [Click here to read the cable providing background on the fund and how posts and agencies may access it.](#)
- The Summer 2011 edition of [CMM Alerts](#), the newsletter of the Office of Conflict Management and Mitigation, is now available. See [here](#) for past editions, or check out our [blog](#)

For more information about these or other upcoming DCHA/CMM events, contact conflict@usaid.gov.

This page was last updated on August 8, 2011.

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[Europe & Eurasia](#)

[Latin America](#)

[Alert List & Early Warning](#)

[Natural Resource Management](#)

[Conflict Assessments](#)

[Insurgency & Extremism](#)

[Programming Effectiveness](#)

[Identity & Religion](#)

[Peace Processes](#)

[Diaspora](#)

[Statebuilding](#)

[Gender](#)

[Emerging Trends & Other Topics](#)

[USAID Conflict Mitigation and Management Policy \(234 kb\)](#)

[USAID Conflict Mitigation and Management Policy Implementation Guidelines \(243 kb\)](#)

[USAID Fragile States Strategy \(388 KB\)](#)

[Other Conflict Publications](#)

DCHA/CMM Intranet – For technical problems with this site, please e-mail conflict@usaid.gov.





Bureau for Democracy, Conflict and Humanitarian Assistance (DCHA)

Our Vision: To lead the government's international emergency response, stabilize fragile states, promote democracy and support transformational development

★ Our Mission ★

- ★ Prevent crises, save lives, alleviate suffering
- ★ Support democracy
- ★ Promote opportunities for people adversely affected by poverty, conflict, natural disasters, and a breakdown of good governance
- ★ Implement solutions that link humanitarian efforts with sustainable development goals

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Photo Gallery (</DCHA/index.php?q=node/13>)



(<http://communities.usaid.gov/DCHA/sites/communities.usaid.gov.dcha>)



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DCHA/DG Intranet

Bureau for Democracy, Conflict
and Humanitarian Assistance



Office of Democracy and Governance

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2011 Democracy and Governance Calendar

The 2011 calendar includes country elections and international days of recognition related to the promotion of democracy, good governance, and human rights.



Go Green. Consider the Environment Before Printing

You are here: [USAID Intranet](#) > [DCHA](#) > [DG](#) > Home

CONTACT INFORMATION: Ph: 202.712.1892 ; Fax: 202.216.3231

DG Learning Center

DG Courses:

- DG Partners' Conference **June 20-21, 2011**
- DG Officers' Workshop **June 22-24, 2011**
- DG Fundamentals **July 11-15, 2011**

The DG Partners' Conference features panels of leading experts in democracy and governance and offers opportunities to interact with the DG Office's current implementing partners. The DG Officers' Workshop sponsors discussions between USAID DG practitioners on cutting-edge initiatives in the DG sector and on the craft of the DG Officer. The Workshop is open to experienced DG officers. Approximately 200 slots are available.

For more information on any of the above courses or on DG Office training in general, contact Virginia Leavitt at vleavitt@usaid.gov.

Archive:

- [DG Officers' Workshop 2010 - Agenda and Speakers](#)

DG Videos:

- [DG E-Learning Video Site](#)

USAID Learning Opportunities:

- [USAID University](#)

DG Professional Development:

- [DCHA competencies](#)
- [DG Reading List](#)
- [Training offered through universities and other training providers](#)
- [Training offered through universities in USAID presence countries](#)

DG Community of Practice/Blog

Share information and ideas with the

DG Technical Areas

[Civil Society & Media](#)

[Elections and Political Processes \(EPP\)](#)

[Governance \(GOV\)](#)

[Rule of Law \(RoL\)](#)

[Special Programs to Address the Needs of Survivors \(SPANS\)](#)

Cross-cutting:

[EDGE \(Evaluating Democracy & Governance Effectiveness\)](#)

[Strategic Planning and Research \(SAR\)](#)

[DG & Climate Change: Linkages Between the Presidential Initiative and Democracy and Governance](#)

DG Publications Manager

Check out the DG Publications Manager—search by region, technical area, year or keyword to find new and archived DG technical reports and publications, scopes of work, evaluations, assessments and much more!

 [Search DG Publications](#)

Also see: [USAID Development Experience Clearinghouse](#)
Search on "Democracy and Governance"

DG News

DG News Feeds



- [International](#)
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DG eZine

The Democracy & Governance eZine is a monthly publication of the DG office relating key news, resources and events.

[Latest Issue: August 2011](#)

Attachments:

- ["Perceptions of Democracy Assistance" by J. Barkan](#)
- ["Perceptions" Questionnaire](#)
- ["Democratization in Africa 1990-2010: An Assessment" by Gabrielle Lynch and Gordon Crawford](#)
- ["'Well, what can you expect?': donor officials' apologetics for hybrid regimes in Africa" by S. Brown](#)

[eZine Archive](#)

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[SPECIAL NOTICE: DQA and Performance Management Guidance](#)

DG User's Guide

The DG User's Guide provides current information on technical services and implementing mechanisms available through DCHA/DG and other related offices and bureaus.

 [DG User's Guide - November 2010](#)

Useful Resources

USAID Links

-  [DG Expert Locator Tool](#)
-  [DG Public Site](#)
-  [USAID Conference Room Scheduler](#)

DG Cadre!
[Read latest blog post](#)

DG Outreach and Communciation

Introduction to DG

 [DG Overview Presentation](#)
(March 2010)

 [DCHA/DG Brochure](#)
(January 2010)

 [DG Division Fact Sheets](#)
(June 2010)

USAID Templates

 [Mission](#)

 [HQ](#)

 [USAID PPT Template](#)

Guidance for Drafting and Clearing DCHA/DG Publications

 [DG Publication Style Guide](#)

 [DG Publications Checklist](#)

 [Peer Review Decision Tree](#)

Lessons Learned

[Click here to download the Lessons Learned information capture form](#)

Complete this form to share information about strategic, cutting-edge or innovative DG programs worldwide!

 [USAID Branding Guidelines](#)

 [LPA Telling Our Story](#)

Evaluation

[Overview of current activities](#)

 [Quantitative study, conducted by researchers from Vanderbilt University and the University of Pittsburgh](#) (720MB)

 [National Academies Report in Brief: Improving Democracy Assistance](#) (71KB)

 [F Indicators for GJD](#) (736 KB)

Special Announcements

[NED Country Grants](#)

[EPP Fund Information](#)

[MATADOR Information](#)

 [MATADOR Application](#) (340K)

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State Department

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Indices and Surveys

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- [Middle East and Northern Africa](#)

NGO Sustainability Index

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- [Central and Eastern Europe and Eurasia](#)

Freedom House

- [Freedom in the World](#)
- [Freedom of the Press](#)
- [Nations in Transit](#)
- [Countries at the Crossroads](#)

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USAID
FROM THE AMERICAN PEOPLE

Office of Food For Peace

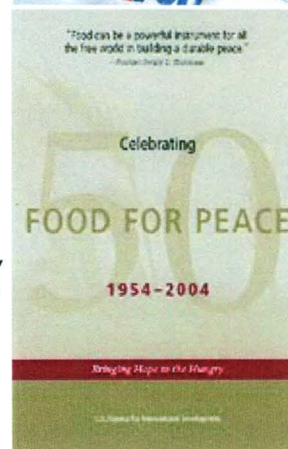
What is Food for Peace?

"Food is strength, and food is peace, and food is freedom, and food is a helping hand to people around the world whose good will and friendship we want." — Then-Senator John F. Kennedy in a 1960 speech in South Dakota, a few weeks before he was elected president.

For more than 50 years, the Food for Peace program has brought hope and nourishment to the hungry corners of the world. Approximately 3 billion people in 150 countries have benefited directly from our food. The secret of Food for Peace's success lies in the unique combination of American compassion together with the unmatched efficiency of our nation's farmers. It is less a triumph of government than of working Americans, for in its essence, Food for Peace is the work of farmers, businessmen, grain elevator operators, truckers, bargemen, freight forwarders, port operations, private voluntary organizations, and government officials. Together they form an unbroken chain of humanity stretching from this country's fertile fields to hungry families half a world away. In the end, hope is what America has promised, and hope is what Food for Peace delivers around the world every day.

Upon reaching its destination, the food is used in a variety of ways, and always for the people most vulnerable to the effects of hunger: children under age 5, pregnant women, the elderly, and the poorest families in a community. During an emergency in which people face threat of imminent starvation, food - wheat, sorghum, corn and other commodities are distributed to save their lives. If the symptoms of extreme malnutrition have already appeared, a nutritionally fortified ration with blended, fortified, and processed food is provided. In less dire circumstances, food can be used to compensate people for work, such as building roads or repairing water and irrigation systems. In turn, these projects help protect communities from future hunger by providing them access to local markets for their produce, keeping them healthy, and improving their harvests.

- [Click here](#) For more information on Food for Peace
- [Click here](#) Food for Peace Staff





DCHA Office of Program, Policy and Management (PPM)

Welcome to the DCHA/PPM Intranet

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<http://communities.usaid.gov/DCHA/ppm/index.php?q=ams>

Budget and Finance
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Program and Policy
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<http://communities.usaid.gov/DCHA/ppm/index.php?q=program-policy>

Environment
<http://communities.usaid.gov/DCHA/ppm/index.php?q=environment>



<http://communities.usaid.gov/DCHA/ppm/index.php?q=environment>

Our vision: To provide world class service to DCHA line offices by empowering our staff to provide the best budget and finance, administrative and management, and program & policy leadership in service to an integrated bureau-wide agenda.

The Program Team

- ◆ Jonathan Dworken, Director
- ◆ Daniel Corle, Program Team Leader
- ◆ Ajit Joshi, Program Analyst
- ◆ Thomas Ross, Program Analyst
- ◆ Susan Pologruto, Program Analyst (Complex Crises Fund)
- ◆ Erika Clesceri, Environmental Officer
- ◆ Rochelle Thompson, Program Analyst/Training Coordinator
- ◆ Carl Abdou Rahman, Foreign Service Backstop Coordinator
- ◆ Frederick "Rick" Bielke, Communications Specialist
- ◆ Ed Carr, AAAS Fellow, Climate Change Coordinator
- ◆ Violet Dancheck, AAAS Fellow, Food Security Coordinator
- ◆ Melissa Hough, Program Assistant





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Bureau for Europe and Eurasia Intranet

<http://inside.usaid.gov/EE>

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Documents

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Publications

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[Freedom House: Nations in Transit](#)

Home Page

Our Vision

A democratic, prosperous, and peaceful Europe and Eurasia

Our Mission

To achieve the transformation of E&E countries into sustainable partners by supporting broad based human progress, economic growth, and democratic development

E&E Calendar of Events

The screenshot shows a calendar interface with columns for days of the week and rows for months. A specific date is highlighted in yellow, indicating an event. The event details include a title, location, and time.

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USAID Bureau for Europe and Eurasia

Operational Plan Indicators

- Peace and Security
- Governing Justly and Democratically
- Investing In People
- Economic Growth

Latest Updates

- Monitoring Country Progress (MCP)
- [MCP Gap Analyses](#) (Updated March 2011)
- [MCP Annual Report #12](#) (Updated Feb 2011)


[Health: MSM Regional Analysis Report, Nov 2010 and MAT Toolkit, Sept 2010](#)

[Program Officer's Conference, Nov 2010](#)

[Family Planning and Reproductive Health \(Updated May 2010\)](#)

[2010 E&E Health Vulnerability Analysis, March 2010](#)

[E&E Development Planning Framework for 2008-2012](#)



USAID
FROM THE AMERICAN PEOPLE


Thursday, August 11, 2011

EGAT



Office of
AGRICULTURE

The Agency's Center of Excellence for Agriculture

 [Feed the Future Guidance](#)

Office Staff

Contact us: phone/email, teams, regional, functional subject matter experts

Training & Events

Dates, times, places, registration details, links to USAID University and FSI

Mechanisms

Indefinite Quantity Contracts, Leader with Associate Agreements, and other grants and contracts available for your use

Programs & Partnerships

Our programs and firms and organizations that work with us

Teams

What our teams do, links to team webpages, contacts for team leaders

Publications

Organized by team and by each stage of the design cycle, with policies, strategies, assessments, indicators, tool kits, and monitoring and evaluation guides

Statement of Purpose

The Office of Agriculture serves as advocate for agriculture as key to development, increasing rural incomes, reducing poverty and eliminating hunger through visionary technical leadership, aggressive field support, innovation and intensive collaboration with stakeholders.

We welcome your suggestions for improving this site. Please contact the [AG Office](#) with your comments, questions or concerns.

⚠ Note: The Office of Agriculture moved to the Bureau of Food Security on November 24, 2010.

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USAID
FROM THE AMERICAN PEOPLE

Thursday, August 11, 2011

EGAT



Office of
DEVELOPMENT CREDIT
Promoting Private Investment in Development

[What is the Development Credit Authority?](#)

Staff & Teams
List of EGAT/DC teams and staff contact information

DCA Guarantees
Search for DCA guarantees worldwide by: region, country, partner, guarantee type, targeted sector, year, and status

Training & Events
Information on training and events related to DCA and development finance

Evaluations
Full reports and report briefers on evaluations of DCA guarantees

Tools & Publications
Documents to help with the design and management of DCA guarantees

Partnerships
Information on strategic partnerships with other development partners

DCA News

April 8 USAID's Development Credit Transfer Authority Increases from \$25 to \$30 million in FY11 Budget Resolution

February 7 [Healthcare: USAID and Diamond Bank Partner to Provide \\$8.3 million for entrepreneurs](#)

January 3 [USAID's Development Credit Authority Releases 2010 Year in Review](#)

November 16 [USAID and Pride Tanzania Partner on Historic Microfinance Bond](#)

October 28 [USAID's DCA Surpasses \\$2 Billion Milestone](#)

[News Archive >>](#)

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USAID
FROM THE AMERICAN PEOPLE

Thursday, August 11, 2011

EGAT



Office of
EDUCATION
Creating Opportunity Through Learning

 [Education Online Forum](#)

Staff & Teams
Phone/email, team descriptions, regional and functional subject matter experts

Programs
Our programs, model projects, related articles

International Coordination
International initiatives, interagency collaboration

Mechanisms
Indefinite Quantity Contracts, Leader with Associate Agreements, other grants and contracts

Training & Events
Dates, times, places, registration details

Education Toolkit
Policies, strategies, best practices, statements of work, issue briefs, global assets

Education Highlights

ED Sector Council
▶ [Technical Discussions and Meetings](#)

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▶ [FORECAST II - Participant Training RFP Posted to FedBizOpps New!](#)
▶ [Materials from January 2011 Education Training Courses Now Available Online](#)
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Online Forums
▶ [ED Online Discussion Forum](#)

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Office of
ECONOMIC GROWTH
Advancing Growth, Reducing Poverty

Office Staff

Contact us: phone/email, teams, regional, functional subject matter experts

Training & Events

Dates, times, places, registration details, links to USAID University and FSI

Mechanisms

Indefinite Quantity Contracts, Leader with Associate Agreements, and other grants and contracts available for your use

Programs & Partnerships

Our programs and firms and organizations that work with us

Teams

What our teams do, links to team webpages, contacts for team leaders

Publications

Organized by team and by each stage of the design cycle, with policies, strategies, assessments, indicators, tool kits, and monitoring and evaluation guides

EG Answers

You can ask our team any economic growth related question and get a response within two business days. See the [video](#).

We welcome your suggestions for improving this site. Please contact the [EG Office](#) with your comments, questions or concerns.

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 Bureau for
ECONOMIC GROWTH, AGRICULTURE & TRADE

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- [EGAT Travel And Mission Support \(ETRAMS\)](#)
- Request TDY and virtual support
- [Expert Locator System \(ELS\)](#)
- Find an expert; update staff data
- [Guide to EGAT Technical Services](#)
- Find contracts, agreements & grants
- [Bureau Standard Operating Procedures](#)
- NEW**
- SOPs on requesting travel, drafting AADs and more
- ADS**
- Automated Directives System
- [Environmental Compliance](#)
- Laws, regs, E.O's and procedures
- [FACTS \(password protected\)](#)
- Foreign Assistance Coordination & Tracking System
- WebTA**
- Time & Attendance for DH employees
- [FY 2011 Statutory Checklists](#)
- References for planning and implementing assistance programs

EGAT Offices

- [Development Credit](#)
- [Economic Growth](#)
- [Education](#)
- [Environment & Science Policy](#)
- [Infrastructure & Engineering](#)
- [Natural Resources Management](#)
- [Poverty Reduction](#)
- [Professional Development & Administrative Management](#)
- [Program Analysis, Implementation, Communication & Outreach](#)
- [Gender Equality & Women's Empowerment](#)

Professional Development

- [EGAT Sponsored Technical Courses](#)
- Courses available to all USAID staff
- [USAID University and the LMS](#)
- USAID in-house courses & registration
- [Foreign Service Institute](#)
- Professional training and development
- [ENRM Learning Gateway](#)
- Take an environment course or find a related resource here

Travel

- [Official USAID Travel Resources](#)
- eTravel, TAs, visas, per diem, etc.
- [General Travel Resources](#)
- Money, airlines, weather, time, etc.
- [Approved EGAT TDYs](#)
- Travel currently approved by front office
- [World Clock](#)
- Look up time in any city, worldwide

Programming & Budgeting

- [PPR Guidance & PPR Annexes](#)
- Performance Plan & Report FY 2010
- [EGAT Portfolio Database](#)
- Review guidance, schedule and database
- [New Activities Report Center](#) **NEW**
- Data entry for early stages of activity design
- [Procurement Resources](#)
- Procurement guidance and tools
- [Standardized Program Structure and Definitions](#)
- Areas, elements and sub-elements
- [Standard Foreign Assistance Indicators](#)
- Master list of standard indicators
- [ForeignAssistance.net](#)
- Access guidance, provide comments on OPs and PPRs
- [Congressional Budget Justification](#)
- Planned USAID and State programs
- [Program Toolkits](#)
- Models, guides & best practices
- [FACTS \(password protected\)](#)
- Foreign Assistance Coordination & Tracking System

In the Spotlight



GCC Team Pilots Training Courses

Courses build the capacity of over 40 USAID officers...[Read More >](#)

[In the Spotlight Archive](#)

Contacts

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Inventories & Databases

- [Photo Galleries](#) **NEW**
- USAID photo resources
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- [Geospatial Information for Sustainable Development](#)
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Communities

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- USAID collaborative space
- FOSTER**
- Collaborative space for "Food Security, Sustainable Trade and Environmental Resilience"
- FRAME**
- Knowledge sharing for the Natural Resources Community
- [Natural Resources Management & Development Portal](#)
- Library, Online Learning System, Workgroups, and News
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- Microenterprise learning, information and knowledge sharing

Events

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- 11:00 am - Foreign Aid and Foreign Direct Investment
- Tue, Aug 16, 2011**
- [Registration Deadline - Environment Matters \(Short\) Course](#)
- Wed, Aug 17, 2011**
- 10:00 am - IPR Forum
- [Registration Deadline - Monthly Making Cities Work Speaker Series](#)
- Thu, Aug 18, 2011**
- 12:00 pm - The Bungee Book Club - 2nd discussion of Thinking in Systems
- 12:00 pm - Monthly Making Cities Work Speaker Series

News & Noteworthy

- WALDO** **NEW**
- Global staffing & budget tracker
- [USAID News Briefing](#)
- For world news on USAID, foreign assistance
- EG Answers** **NEW**
- Ask any economic growth related question
- [New Activities Report Center](#) **NEW**
- Data entry for early stages of activity design
- [Country Development Cooperation Strategies \(CDCS\)](#)
- Detailed CDCS Guidance and Workplan
- [EGAT FY 2009 Performance Publication](#)
- Publicly available summary, based on PPR

Priority Issues

-  **Global Climate Change**
- Users' guide, policies, news... [Internal site](#) | [External site](#)
-  **USAID Water Team**
- Addressing Water Challenges in the Developing World [Internal site](#)
-  **Food Security**
- Programs, resources, stories... [Internal site](#) | [External site](#)
- [Focus Countries \(FY 2011 CB\)](#)

Communications

- [Create Agency Notices](#) **NEW**
- Agency Notices form & instructions
- [Developedia](#)
- A working guide to USAID
- [Virtual Conferencing](#)
- Phone, VTC and AIDConnect meetings
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Other Sites


- [State Department Intranet](#)
- State's Internal Web site
- [Millennium Challenge Corporation](#)
- Promotes sustainable economic growth

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September 2007 DFA org chart
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Office of Environment and Science Policy



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ESP Home



EGAT's Office of Environment and Science Policy Provides Technical Leadership

EGAT's Office of Environment and Science Policy (ESP) provides technical leadership on international science and environmental policy issues, including U.S. participation in international environmental agreements (e.g., the UN Convention to Combat Desertification and the UN Framework Convention on Climate Change), multilateral agricultural research systems (e.g., the Consultative Group on International Agricultural Research), and biotechnology. The Office engages in the extensive inter-agency discussions that determine the U.S. position for international events, assuring that the Agency's capacity for implementation is appropriate to the level of the U.S. commitments. The Office serves as a focal point for Agency involvement in agriculture and environment-related science and technology and, in collaboration with the Office of Agriculture and the Office of Natural Resources Management, manages a portfolio of global agricultural policy and research activities that involve U.S.-based as well as international scientists. The Office monitors and advises Agency leadership regarding scientific and policy developments that could have an impact on Agency performance in these areas.

EGAT/ESP also is the home to the Bureau Environment Officer (BEO) who is responsible the uniform and correct application of all USG environmental policies and procedures (22 CFR 216), executive orders, and Council of Environmental Quality guidelines to all forms of assistance activities under the purview of the EGAT Bureau.

GO

QUICK LINKS

- ▶ [Staff Directory](#)

OTHER EGAT MECHANISMS

- ▶ [Agricultural](#)
- ▶ [Energy](#)
- ▶ [Natural Resources Management](#)
- ▶ [Urban Programs](#)

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EGAT
The Bureau for Economic Growth, Agriculture & Trade
"...dedicated to reducing poverty and promoting prosperity in developing countries."

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Natural Resources Management



LUREZ

Land, water, forest, coasts and biological resources provide the foundation for rural livelihoods in much of the developing world. The wealth and power represented by these resources make their sound management and equitable access critical for sustainable economic development and a healthy environment. Recognizing this, the Office of Natural Resources Management's (NRM) top priority is helping Missions to design and implement development strategies that reflect the intrinsic linkages connecting healthy ecosystems to sustainable economies, good governance, and equitable and just societies.

To respond to the need for improved global resources management, the NRM Office has assembled four teams containing multi-disciplinary technical experts with field experience across all of USAID's regions. Member Teams include the Biodiversity, Forestry, Water and Land Resources Management Team.

The Teams work together in a cross-sectoral approach to maximize expertise available to Missions and field projects. Objectives include improved biodiversity conservation and management; improved management of natural forests; improved land management capacity; and improved integrated management of freshwater, coastal and aquatic resources. In addition, NRM Office provides technical assistance and leadership to address U.S. Government foreign policy initiatives. Skills and expertise found among Team members are described in the [Staff Directory](#).

The four Teams – described below – are available to help Missions with design, implementation, and evaluation of natural resources programs and to assist with integrating natural resources management with other Agency programs such as economic growth, agriculture, democracy, conflict resolution and humanitarian assistance.

Biodiversity Team: The Biodiversity Team provides support to field missions, technical leadership, and project assistance to support the conservation and sustainable use of the world's biodiversity and forests. The Team works within the U.S. Government and with the public sector to develop innovative, cross-sectoral, and cross-boundary approaches to the conservation and sustainable use of biodiversity and forests. The Team manages a number of field-support mechanisms, including the USDA Forest Service Inter Agency Agreement (IAA) and the Global Conservation Program, as well as partnerships with the private sector. The Team's efforts emphasize site-based conservation and sustainable forestry, with an emphasis on sound governance, improved livelihoods, social justice, and policy reform and implementation.

Forestry Team: The Forestry Team promotes sustainable forest management through improved forestry practices; responsible trade in forest products; expanded community-based forest management; policy and regulatory reform; reduction in illegal logging; and improved knowledge of forest ecosystems and management of forest resources. Team activities support agroforestry, biodiversity conservation, carbon sequestration, and the integration of assessment and monitoring systems for improving forest health. An agreement with the U.S. Forest Service augments the Team's technical expertise in support of Mission activities in forest management, watershed management, fire management, and environmental policy.

Land Resources Management Team: Through improved policies and programs, the Land Team promotes sustainable productive use, restoration and preservation of land resources at the nexus with poverty reduction, environmental and human health, natural hazard mitigation, conflict resolution, and democratic governance. Missions can draw on the Team's multi-disciplinary expertise to help them design and evaluate programs leading to improved governance and the sustainable use of natural resources. The Team includes experts in sustainable agriculture, soil science, integrated pest management, property rights, community-based natural resources management, natural resources based enterprise development, geospatial information technology, communications and knowledge management. Agreements and mechanisms managed by the Team provide access to research programs and services in the Team's areas of expertise.

Water Team: The Water Team promotes improved policies, management and optimal use of freshwater and coastal resources at the basin, aquifer and watershed scales, including the integration of land and

WHAT'S NEW

- Prosperity, Livelihoods and Conserving Ecosystems Indefinite Quantity Contract (PLACE IQC)

NRM OFFICE

- NRM Home
- Biodiversity
- Forestry
- Land
- Water

- NRM Staff Directory

USAID GOV LINKS

- EGAT
- Biodiversity
- Forestry
- Land Management
- Water
- Initiative Against Illegal Logging

water use, groundwater and surface water, and coastal and marine resources. The team includes experts from throughout the Agency, as well as USAID field units, and other federal agencies. The wealth of expertise provides a significant resource for support of field operations in all aspects of integrated water resources management, including water supply and sanitation, wastewater management and pollution control, watershed management, integrated coastal management, irrigation, fisheries and aquaculture, hydropower, and disaster preparedness activities. The Team plays a lead role in interagency dialogue and support of USG initiatives, and manages agreements providing technical, analytical, and managerial assistance to the Missions and Bureaus.



USAID
FROM THE AMERICAN PEOPLE

Friday, August 12, 2011

EGAT



Office of
INFRASTRUCTURE & ENGINEERING
Building Foundations for a Better World

Staff & Teams

Who we are. What we do. How to contact us

Training & Events

Dates, times, places, and registration details; includes instructor-led and online learning

Programs & Partnerships

How we support Key Initiatives and the Foreign Assistance Framework

Mechanisms

Available for your use: Indefinite Quantity Contracts (IQCs), Leader with Associates (LWA) cooperative Agreements, and Grants

Toolkits

Resources to help you solve your infrastructure problems

Publications

News, research, references, case studies, evaluations, assessments, and external references

I&E Highlights

Featured publications:

- ▶ [Senegal Urban Assessment, November 2010](#) (PDF 771k)
- ▶ [ICT as a Catalyst to Enterprise Competitiveness](#) (PDF 924k)
- ▶ [Empowering Agriculture: Energy Options for Horticulture](#) (PDF 1730K)
- ▶ [Powering Health: Electrification Options for Rural Health Centers](#) (PDF 484K)

News of note:

- ▶ [Urban Programs Team launches call for abstracts in second annual paper competition](#)

We welcome your suggestions for improving this site. Please contact [EGAT/I&E](#) with your comments, questions or concerns.

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USAID
FROM THE AMERICAN PEOPLE

Thursday, August 11, 2011

EGAT



Office of
**PROGRAM ANALYSIS, IMPLEMENTATION,
COMMUNICATION & OUTREACH**

Helping EGAT deliver top quality technical service

Office Staff

Contact us: phone, email, teams, points of contact

Services & Teams

PAICO team descriptions, services, office backstops

PAICO Deadlines

TBD Operational Plan

March - June, 2011 Submit all Field Support Plans

June 15, 2011 4th Quarter Business Forecast

June 15, 2011 4th Quarter Conference Report

June 30, 2011 3rd Quarter Accruals

Sept. 9, 2011 Bureau Congressional Notification Process FY 2011

Training & Events

Dates, times, places, registration details

References & Resources

Help in budgeting, communications, monitoring and evaluation

Statement of Purpose

The Office of Program Analysis, Implementation, Communication, and Outreach (PAICO) supports, guides and champions the technical leadership provided by EGAT in addressing some of the world's most pressing development challenges, including Global Climate Change and Food Security. We help EGAT staff and teams to be strategic, manage for results, get out to Missions, and tell our story. We strive to foster high quality work.

We welcome your suggestions for improving this site. Please contact the [PAICO Office](#) with your comments, questions or concerns.

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USAID
FROM THE AMERICAN PEOPLE

Thursday, August 11, 2011

Search



Office of
**PROFESSIONAL DEVELOPMENT
& ADMINISTRATIVE MANAGEMENT**
Enabling EGAT to deliver technical services

Office Staff

Contact us: phone, email, functional, and subject matter points of contact

Professional Development

Courses and events with dates, times, places, registration details, course descriptions

Services

Administrative services, functional backstops, mechanisms

References & Resources

Help with personnel management, professional staff development, safety and security, administrative services, and forms

Important Deadlines

- YEARLY**
- February** CS Final Evaluation
- April** FS Final Evaluation
- May** FS Performance Plan
- August** CS Mid-Point Progress Review
- October** FS Mid-Point Progress Review

Statement of Purpose

The Office of Program Development and Administrative Management (PDAM) serves the EGAT bureau in personnel administration, professional staff development, facility and administrative management, and safety and security. PDAM supports staff by facilitating personnel actions, promoting staff development, and providing administrative services.

We welcome your suggestions for improving this site. Please contact the [PDAM Office](#) with your comments, questions or concerns.

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Office of Poverty Reduction

| [USAID Microenterprise](#) | [Accelerated Microenterprise Advancement Project \(AMAP\)](#) |
| [Poverty Analysis & Social Safety Nets](#) | [Social Capital](#) | [Training Programs](#) | [Making Cities Work](#) |

The Office of Poverty Reduction is tasked with the challenge of assuring that the Agency's programs adequately address the needs, capabilities, and vulnerabilities of the poor and contribute to the achievement of the Millennium Development Goal of reducing poverty by half by 2015. The Office assists in the development, implementation, and evaluation of Agency policies, strategies, and resource allocation priorities regarding poverty reduction and monitors and advises Agency leadership regarding technical developments that could have an impact on Agency performance in reducing the number of poor worldwide.

EGAT/PR conducts analysis and operational research that assesses the relative efficacy of approaches that reach the poor either indirectly (e.g., by developing economic growth policies and strategies in ways that are pro-poor) or directly (that is, through interventions targeted to meet the immediate needs of the poor; programs and approaches that reduce the vulnerability of the poor to external shocks and risks; and/or programs that strengthen the capacity of the poor to accumulate assets.) The Office manages specific research capacity-building activities involving networks of researchers and policy analysts in developing and transition countries with regard to poverty.

EGAT/PR coordinates its research and implementation agendas and other activities with other donors, international organizations, and other agencies of the U.S. Government.

The Office manages contract/grant mechanisms that enable Missions and regional Bureaus to access a wide range of technical expertise capable of implementing both short- and long-term programs and activities that they initiate. The Office develops tracking systems and impact indicators that permit analysis of the results of the activities using the mechanisms and contribute to decisions to maintain, redesign, or terminate the mechanisms. The Office uses these mechanisms to carry out its own worldwide projects and activities as well.

The Office works closely with the Office of Economic Growth to assure that there is coordination between the two programs, especially regarding questions on the structure of growth processes, issues of equity, and the joint responsibility for monitoring Agency contributions to the Millennium Development Goals of reducing poverty and hunger. In addition, the Office of Poverty Reduction collaborates with the Office of Economic Growth in assuring that appropriate information on poverty-related issues is incorporated into Agency and Bureau training programs.

The Director of the Office of Poverty Reduction reports to the Deputy Assistant Administrator for Economic Growth, Poverty Reduction, and Education. He/she directly supervises two Supervisory Team Leaders, each responsible for oversight and management of a permanent core team:

The Microenterprise Development Team (EGAT/PR/MD) is responsible for leadership and field support regarding the Agency's implementation of the Microenterprise Initiative. The Team manages programs designed to: foster innovation in the microenterprise and microfinance fields; encourage the growth of a technically-competent practitioner community; supply short-term technical assistance to missions on the development of microfinance and microenterprise programs; and assess and monitor experiences to determine best practices in microfinance, business development services for microentrepreneurs, and meeting poor clients' needs.

The Poverty Analysis and Social Safety Net Team (EGAT/PR/PASS) provides analytical and technical leadership as well as program assistance for regional and country-based efforts aimed at reducing the risks and vulnerabilities of poor populations and other disadvantaged groups to income shortfalls, short-term food deficits, and/or the loss of personal or collective assets. Special efforts will be directed to enabling informal sector

participants to compete successfully in the formal economy through, inter alia, the development and implementation of specific legal and regulatory reforms. The Team is responsible for coordinating closely with the Bureau for Democracy, Conflict, and Humanitarian Assistance (DCHA) on Agency approaches and activities that respond to emergencies in which poor people are especially affected.

The Urban Programs Team (EGAT/PR/UP) provides technical, analytical, and project assistance support for programs that promote improvements in the way that cities foster economic growth, provide safe and adequate housing and other infrastructure for their citizens, and assure sound governance. The team manages contracts and grants that enable the team to implement its research agenda as well as provide regional bureaus and missions access to a range of partners with relevant expertise in the areas of: shelter; urban and municipal financial management; urban pollution prevention; and urban infrastructure and services. The team formulates the Agency's urban development research agenda and provides updated content for training courses.

The team provides leadership on emerging issues of urbanization and advises Agency leadership on the importance of these issues for the success of the Agency's programs.

EGAT/PR/UP has responsibility for technical coordination with bilateral and multilateral donor and lending agencies on urban development matters. The team is responsible for engaging in partnerships and alliances that further USAID's urban development agenda.

The Urban Programs Team maintains the [Making Cities Work](#) website which contains reports, best practices as well as access to services and partners.

| [Contact Web Master](#) |





EGAT | Office of Gender Equality & Women's Empowerment



supporting gender integration throughout usaid

- HOME
- GENDER RESOURCES
- GENDER SOWS
- FIELD SUPPORT
- ACTIVITIES
- PUBLICATIONS
- CONTACT US
- GENDEV PUBLIC SITE
- SEARCH

FOCUS AREAS

- Gender at USAID
- Integrating Gender
- Economic Growth
- Education
- Gender Equality & Health
- Gender-Based Violence
- Information Technology
- Legal Rights
- Trafficking
- Women's Leadership
- Women in Peace-Building
- Women With Disabilities

ADDITIONAL LINKS

- GenDev Public Site »
- Publications »
- Partners »
- Contact Us »

WHAT'S NEW

- 5/25/2011: Rosie the Riveter would be proud: USAID helps young Palestinian women make inroads into male dominated fields
- 5/15/2011: "Women & the Long Road to Water: 6 Kilometers a Day" featured in the May 2011 issue of *Global Waters*
- 4/25/2011: New Technical Brief Series: "Effective Gender Integration Practices for Agriculture" (click Publications)
- 4/18/2011: Actress Lucy Liu: "Fight Human Trafficking by Nurturing Women and Girls"
- 4/15/2011: *Safe Schools* training manuals translated into multiple languages
- 4/4/2011: USAID deputy administrator Donald Steinberg discusses the role of gender in development in *FrontLines*
- 3/8/2011: 100th Anniversary of International Women's Day
- 3/7/2011: USAID Initiative to End Hunger in Africa (IEHA) Gender Assessment Synthesis Report
- CALL FOR GENDER PHOTOS
- RECENT WHAT'S NEW ITEMS

You are here » Home

Looking for sample SOWs or technical evaluation criteria for RFPs/RFAs?
 Click here for examples of illustrative SOWs related to gender-focused TA. Coming soon will be sample solicitations that illustrate effective approaches for integrating gender into RFPs, RFAs, and APs. For immediate advice/assistance contact [Natalie Elwell](#) or [Julie Hanson Swanson](#).

Welcome to the Office of Gender Equality & Women's Empowerment Intranet Site

The Office of Gender Equality & Women's Empowerment (GenDev), formerly the Office of Women in Development (WID), serves as both an advocacy and demand-driven service office, providing technical leadership, advice, and support in program and policy matters pertaining to women in development and gender issues.

Wednesdays With GenDev
 CLICK HERE for topics, discussion dates, and handouts.

GenDev staff identify the gender dimensions of emerging and cross-sectoral development issues and provide assistance to missions to integrate gender issues into their program initiatives. The Office of Gender Equality & Women's Empowerment also funds innovative and catalytic activities in the field.

The GenDev communications network is a forum for sharing information and lessons learned on gender issues among interested USAID professionals worldwide.

GenDev staff take the lead in coordinating with bilateral and multilateral donor agencies and provide leadership and technical expertise to the international community on gender matters.

GenDev also coordinates with other US government agencies on gender issues important to the USG, such as trafficking in persons and violence against women.

In addition, GenDev provides training on gender analysis and integration, with trainings tailored to the interests of individual missions and operating units and their partners.

Dr. Rajiv Shah, USAID Administrator, on Investing in Women

"We've known and studies have shown for decades that increasing investments in women and girls are for more likely to improve household living standards and indicators for children's educational attainment and nutrition.

In our major food security initiative, we are deeply prioritizing investing in women farmers. We are looking at several decades of history where development efforts have essentially prioritized providing services to men. And we're asking our partners to hire female extension workers to collect gender-disaggregated data and to invest in women's producers' networks so we can disproportionately drive more of that investment to women."

InterAction Forum 2010, Washington, DC, June 2, 2010
[\[Remarks by Dr. Rajiv Shah, Administrator, at the InterAction Forum 2010\]](#)

"...we know the people who matter most aren't the financiers or the agriculture ministers or the assistance workers and partners. They are the women farmers who are the untapped solution... Women produce 60 to 80 percent of the food in countries where we work. And when women control gains in income, they're far more likely to spend those gains improving their families' access to health, education and nutrition. For years, we've talked about the importance of women. We all have.

But now, with leadership from Secretary Clinton and Ambassador Melanne Verveer, we are focusing on women in everything we do. We start by focusing on those crops such as sweet potatoes and legumes that we know disproportionately enhance women's standing, women's production and women's incomes. And we're working to ensure that women get equal access to services and support, such as financial services that preferentially target women and extension services delivered by female extension workers. To make this happen, we've asked each of our country teams to expand investments in women's producer networks and expand fellowship programs, such as the award program in Kenya for women who pursue degrees in agriculture and research careers thereafter."

Chicago Council Symposium on Agriculture and Food Security, Washington, DC, May 20, 2010
[\[Remarks by Dr. Rajiv Shah, Administrator, at the Chicago Council Symposium on Agriculture and Food Security\]](#)

Donald K. Steinberg, USAID Deputy Administrator, on Women's Empowerment and Protection

"I would also like to highlight my intention, if confirmed, to focus on issues related to women's empowerment and protection, and need for systematic inclusion of women in peace processes, post-conflict reconstruction, and long-term development and governance. These issues have been central to my professional career, including in my current service on the U.N. Civil Society Advisory Group for Women, Peace and Security, and as a board member of the Women's Refugee Commission. I welcome the Obama Administration's, and this Committee's placement of maternal-child health care, girls' education, women's livelihood, and civil society groups at the heart of current development efforts."

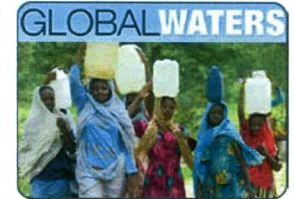
Before the Committee on Foreign Relations, United States Senate, September 22, 2010
[\[Statement by Donald K. Steinberg, Nominee for Deputy Administrator, to Senate Foreign Relations Committee\]](#)

IN THE SPOTLIGHT



Rosie the Riveter Would be Proud: USAID Helps Young Palestinian Women Make Inroads into Male Dominated Fields.
[Read More](#)

IN THE SPOTLIGHT



The May 2011 issue of USAID's Global Waters newsletter features "Women and the Long Road to Water", with an introduction by Under Secretary of State Maria Otero.
[Read More](#)

USAID GENDER STORIES



VIETNAM - Disabled Entrepreneur Helps Others
 USAID-sponsored leadership training courses taught Tran Hoang Yen, now a successful entrepreneur who employs 17 disadvantaged young people, how to start her own business and provided her with small grants to help it get off the ground.

[SEE ALL STORIES >>](#)

[»» ACCESS RESOURCES ON GENDER INTEGRATION](#)

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last updated: May 27, 2011



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BFS

BUREAU FOR FOOD SECURITY

Thursday, August 11, 2011

Most Used Tools

- [Book-a-Room](#)
- Reserve an EGAT Meeting Room
- [Expert Locator System \(ELS\)](#)
- Find an expert; update staff data
- [Bureau Standard Operating Procedures](#)
- NEW**
- SOPs on requesting travel, drafting AADs and more
- [GLAAS](#)
- Global Acquisition and Assistance System
- [WebTA](#)
- Time & Attendance for DH employees

Contacts

- [Emergency Information](#)
- Safety & Security phone resources

Programming & Budgeting

- [PPR Guidance](#) & [PPR Annexes](#)
- Performance Plan & Report FY 2010
- [Procurement Resources](#)
- Procurement guidance and tools
- [Portfolio Database](#)
- Review guidance, schedule and database
- [Standardized Program Structure and Definitions](#)
- Areas, elements and sub-elements
- [Standard Foreign Assistance Indicators](#)
- Master list of standard indicators
- [ForeignAssistance.net](#)
- Access guidance, provide comments on OPs and PPRs
- [Congressional Budget Justification](#)
- Planned USAID and State programs

FTF FYI



BFS and EGAT Welcome New Officers in DLI Class 18

Meet the new hires on June 13th...[Read More >](#)

- [FTF FYI Archive](#)
- [USAID News Briefing](#)
- For world news on USAID, foreign assistance

General Resources

- [ADS](#)
- Automated Directives System
- [USAID University and the LMS](#)
- USAID in-house courses & registration
- [Official USAID Travel Resources](#)
- eTravel, TAs, visas, per diem, etc.
- [General Travel Resources](#)
- Money, airlines, weather, time, etc.
- [Knowledge Services Center](#)
- USAID Library - Information Center
- [World Clock](#)
- Look up time in any city, worldwide

Events

[Add an Event](#) [Search Events](#)

- Thu, Aug 11, 2011**
- 11:00 am - Foreign Aid and Foreign Direct Investment
- Tue, Aug 16, 2011**
- [Registration Deadline - Environment Matters \(Short\) Course](#)
- Wed, Aug 17, 2011**
- 10:00 am - IPR Forum
- [Registration Deadline - Monthly Making Cities Work Speaker Series](#)
- Thu, Aug 18, 2011**
- 12:00 pm - The Bungee Book Club - 2nd discussion of Thinking in Systems
- 12:00 pm - Monthly Making Cities Work Speaker Series

Communications

- [Create Agency Notices](#) **NEW**
- Agency Notices form & instructions
- [Video Tele-Conferencing \(VTC\)](#)
- VTC Instructions & Mission contacts
- [USAID ES Web Site](#)
- Guides for exec correspondence
- [Phone Conferencing](#)
- Instructions for conducting a phone conference
- [USAID Branding](#)
- For web, electronic and printed materials
- [Section 508 Quick Tips](#)
- How to make your documents compliant
- [BFS's Weekly Briefs for the Administrator](#)

Other Sites

- [Feed the Future](#)
- USG web site for Global Hunger and Food Security Initiative
- [Agrilinks](#)
- Captures new learning in food security and ag development

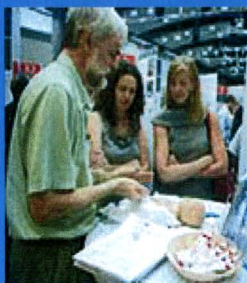
Denotes you are leaving the USAID Website. Contact [Stewart Grand](#) with suggestions to improve this site.



GHNET

19 Innovations to Save Moms and Babies - A New Approach to Development Is Born

July 29, 2011



After months of intense activity and technical review, Secretary Clinton and the Saving Lives at Birth partners announced the 19 award nominees with the most innovative ideas that have the potential to save the lives of moms and babies around the time of birth.

[Read more >>](#)

Calendars
 Administrator's Weekly
 GH 360 °
 Close Up

[Go to Newsroom](#)

News

7.29.11 - 19 Innovations to Save Moms and Babies - A New Approach to Development Is Born

Publications

Evaluation of the Implementation of the Paris Declaration: USAID Case Study

How To

Staff Directory: update the professional information on your profile page

NEWSROOM

Google News

AUG 9 Fenton taps Romano as Washington SVP - PRWeek

IMPACTblog

AUG 12 Home Sweet Home: How my Youth Journey around the World Brought me to our Nation's Capital

AUG 12 USAID/Jordan Encourages Youth with Design

Internal Announcement

What you can find on GHNET

- 2011 LAC Health Mangers' Retreat
- Country Health Teams List
- BEST Guidance
- GH/CS Guidance
- Users' Guide
- Branding Resources
- Gender Equality and Health
- Junior Officer Rotation Opportunities
- GH Travel Procedures

MEETINGS CALENDAR

August 2011						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

Today Tomorrow

There are no meetings scheduled for today

USEFUL TOOLS

- USAID Intranet
- GH Comment Box
- Global Health Travel & Mission Support (GTRAMS)
- USAID Expert Locator
- Conference Room Scheduler
- Global Health eLearning Center
- USAID Library
- Developedia

[Staff Directory](#) →

[Marketplace](#) →

[Photo Gallery](#) 

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Bureau for the Latin America and the Caribbean Intranet

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- Education & Human Resources
- Environment
- Population, Health & Nutrition
- KEY LINKS:**
- CBJ 2009
- CBJ 2010
- CBJ 2011
- Country Profiles
- Desk Officer Toolkit
- LAC Databook

NEWS & EVENTS

Budget

[FY 2011 Congressional Budget Justification](#)
[FY 2012 Mission Strategic Resource Plans \(MSRPs\)](#)
[Download FY 2011 CBJ Budget Templates](#)

OP Plans

[From USAID's website](#)

[From State's Website](#)

In the Spotlight:

[LAC Mission Statement](#)

SECTORS UPDATES

Health:

Economic Growth:

Environment:

FROM THE FRONT OFFICE

AA Mark Feierstein

STAFF RESOURCES

- [Forms](#)
- [FS AEFs Information](#)
- [Travel and Leave Schedule](#)
- [LAC Public Web site](#)

TOOLBOX

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Have a question or comment?
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Bureau for Legislative and Public Affairs (LPA)

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Calendar

LPA

The Bureau for Legislative and Public Affairs (LPA) is the part of USAID responsible for telling the Agency's story.

We coordinate and produce all external communications from USAID to the American people, all forms of media, Congress and key USAID constituencies, as well as coordinate and backstop the Agency's overseas communications network, the Development Outreach and Communications Specialists (DOCS).

LPA coordinates the Agency's public and legislative affairs. We provide counsel on the history and status of pending legislation while devising and implementing strategies to support the Agency's goals in Congress. (ADS 553-560)

Last Updated on: February 11, 2011

[Click Here to read The Insider](#)
- February 2011

View the [December 2010 - January 2011 Frontlines here](#)

View past issues of [The Insider here](#).



Telling Our Story

Every day, all over the world, USAID brings peace to those who endure violence, health to those who struggle with sickness, and prosperity to those who live in poverty. It is these individuals - these uncounted thousands of lives - that are the true measure of USAID's successes and the true face of America's foreign assistance programs. The Telling Our Story project seeks to document these lives.

Recent Stories - October 2010

- Haiti: Model Farming: a 'WINNER' in Haiti
- Southern Africa: Regional Partnership Yields Many Benefits
- Georgia - Helping Newly Insured Navigate Health Plans
- Benin - Benin Women Make Strides against Violence

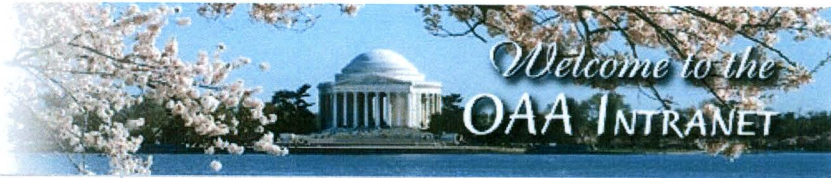
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Ombudsman	Policy	Other OAA Services	Solutions Center	OAA Training	Tool Box
Quick Links					

Thursday, August 11, 2011

Due Diligence...Accountability...Transparency...Best Value...Results

Welcome to the Office of Acquisition and Assistance (OAA). OAA provides stewardship of U.S. taxpayer funds through the management, evaluation/audit, and awarding of USAID awards—including contracts, grants, cooperative agreements, and other tools that serve to deliver foreign assistance.

[COTR/AOTR list](#)

[IQC Form](#)

[LWA Form](#)

[BPA Form](#)

[A & A PROFESSIONALS CONFERENCE 2010](#)

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USAID Business Forecast

USAID Business Forecast 2011 — 3rd and 4th Quarters

This is a call out for you to update your Business Forecast and cover 3rd & 4th quarter actions. We are aiming to post the last forecast for FY2011 by July once senior management reviews are completed. Please submit your forecast to the [AAWebmaster](#) NLT by Monday, June 13th .

Washington and Missions Forecast forms are listed below.

Washington:

- [Washington Competitive Forecast Form](#) [Excel file]
- [Washington Non-Competitive Forecast Form](#) [Excel file]

Missions:

- [Mission Competitive Forecast Form](#) [Excel file]
- [Mission Non-Competitive Forecast Form](#) [Excel file]

[For the External site Forecast listings Click here >>>.](#)



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We welcome your comments and suggestions via e-mail at: aawebmaster@usaid.gov.
This file was last updated on: Tuesday, 31-May-2011 15:32:03 EDT [Privacy Policy](#)

Administrative Services



- **Office of the Director**
 - **Overseas Management Support Division**
 - **Travel & Transportation Division**
 - **Information and Records Division**
 - **Facilities Management Division**
-

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Office of The Chief Financial Officer

Immediate Office of the CFO M/CFO	Financial Systems M/CFO/FS	Central Accounting & Reporting M/CFO/CAR	Washington Financial Services M/CFO/WFS	Cash Management & Payment M/CFO/CMP	Payroll M/CFO/P	Audit, Performance & Compliance M/CFO/APC	Financial, Policy & Support M/CFO/FPS
-----------------------------------	----------------------------	--	---	-------------------------------------	-----------------	---	---------------------------------------

At your Service

- Message from the CFO
- CFO Strategic Business Plan
- Organizational Chart
- CFO Divisions
- Chief Accountants Net
- Cognizant Controller's Missions
- Financial Analysts' Network (FAN)
- Chief Accountants Conference 2011
- Controllers' Conference 2009
- CPC Controllers' Conference 2009
- FA Support Training (FAST)
- Financial Review Assessment

CFO Issues and Current Events:

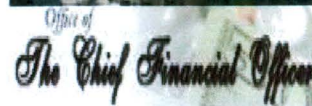


August 2, 2011

This webpage shall contain multiple references information regarding CFO Contemporary issues and current events:



David Ostermeyer Chief Financial Officer (see Mr. Ostermeyer's Biography)



Please click here to access to Phoenix Viewer Exec-Info world-wide financial management reports: <http://phoenixviewer/pvexecinfo/>

Resources	Date	Event/Topic
Agency Sponsored Travel Card	07-29-2011	2011 Debt Limit Negotiations
Training	06-08-2011	2011 Interface Between Phoenix and the E2
FS Assign TA Std Language	04-26-2011	2011 Mobile Alerts for Travel Cards
PSC Controllers	04-25-2011	2011 Where does USAID's Money Go?
Time and Attendance(T & A)	04-20-2011	2011 E2i Phoenix Vendor Code Validation
CPE Credit Opportunity	04-13-2011	2011 Internal Controls Training
Accruals Worksheets	03-28-2011	2011 Duluth Travel Replacing Manassas Travel
Funding The USAID Workforce	12-08-2010	2010 AED Suspension
Expanded Object Class Codes	11-04-2010	2010 E2 Interface (E2i) TA Pilot Deployment
CFO File Cabinet	09-23-2010	2010 Proper mailing address for the USAID/W Cashier
CFO Bulletins	09-22-2010	2010 Documentum/ASIST going live 9/23/10
Agency Financial Report (AFR)	09-22-2010	2010 Annual Pay Limitations
Phoenix Central	09-03-2010	2010 FY 2010 Annual Close Information
Phoenix Year-End Guidance	08-26-2010	2010 SA-44 New Contact Information
620q Report	08-23-2010	2010 CFO closed for moving 8/26/10 - 8/30/10
Improper Payments Info. Act		
FMFIA		
Status of Open Audits		
USPSC/TCN Financial Procedures		
Outside USAID		

FirstGov	02-25-2010: 2010 Deployment of OPS Master Worldwide
State	
JMC	02-05-2008: 2008 Use of Restricted Tickets
ICASS	01-31-2008: 2008 Where does USAIDs Money go
OMB	
GAO	11-29-2007: 2007 Controllers and Executive Officers Conference
OPM	11-27-2007: RESTORATION OF ANNUAL LEAVE - NATIONAL EMERGENCY EMPLOYEES IN IRAQ AND AFGHANISTAN:
GSA	
Treasury	11-26-2007: Inexpensive CPE Credit Opportunity:
FASAB	
FSIO (JFMIP)	10-30-2007: STATE 146098 SUBJECT: FIRST CLASS AND BUSINESS CLASS TRAVEL REPORT FY2007 ADVANCE NOTICE: This cable is an advance notice to all posts for future action regarding the submission of the mandatory 2007 first class travel report for the period October 1, 2006 to September 30, 2007. Federal travel is coming under the microscope of Congress, the General Accountability Office, and the Office of Management and Budget. The Department has received advance notification that in 2008, all posts will also have to report all instances of business class travel as well as first class travel. Posts are encouraged to maintain complete records for business class travel costs. For each instance of business class fare, post should also retain as part of its record the cost of the lowest unrestricted economy fare available for any particular business class trip, as these costs will be requested in the report.
Search This Site: <input type="text"/>	<input type="button" value="Go!"/>
	10-30-2007: 07 STATE 148866 SUBJECT: BUREAU OF ADMINISTRATION PERIODIC UPDATE CABLE: The Department of State Standardized Regulations (DSSR) were amended in July 2007 to add two new categories under Transitional Separate Maintenance Allowance (TSMA), both designed to assist employees on unaccompanied tours with the costs incurred by their families for temporary commercial quarters at an Involuntary Separate Maintenance Allowance (ISMA) location; improvements to educational travel and allowance; advance of ORE permitted; allowances automatically updated in Post profiles; DSSR now searchable; etc.
Home	ICFO
FS	CAR
WFS	CMP
P	APC
FPS	
Last Update: 08/02/2011 Question or Comments? Please contact Ed Encarnacion at eencarnacion@usaid.gov .	





This Site: Office of t [dropdown] [search icon]

Office of the Chief Information Officer

Welcome to the CIO Services Center!



[Submit Suggestions](#)

The Office of Chief Information Officer provides technical support and services to USAID. The most requested services are located below. To see further detail on a service category, click on the heading (e.g. Access & Accounts).



[Remedy Web Self Ticketing](#)

Most Requested Services

New Employee Services

Software Installation

Mobile Device Support (Blackberry, iPhone, iPad)

Telephone and Voice Mail Support

SBC/Remote Access Support

Computer Support

Web Site Support

Backups and Data Recovery

User Accounts and Passwords

Surveys



Access & Accounts

How to get access, and what to do when you are unable to log into services at USAID



Business Solutions

Delivering new business systems



Collaboration

Collaborate with peers and co-workers using online tools and resources provided by the CIO office.



Communication

Technology that enables you to work together with other people in your office, or around the globe.



Security and IT Policies

Interactive software designed to help people share information and achieve their goals.



Library, Research and Knowledge Services

Designed to meet information and knowledge needs.



Software

Learn more about ways to get software, and assistance with specific programs installed on your computer.

Announcements

Exit Clearance Process for USAID/W Employees	5/3/2011 4:22 PM
Google Announcement	5/2/2011 9:44 AM
Service Based Computing	5/2/2011 9:42 AM

[Add new announcement](#)

Hot Topics

Google Apps	7/8/2011 2:05 PM
SharePoint	4/19/2011 9:15 AM
Google Cloud	4/15/2011 2:47 PM

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Resources

AIDConnect	Blogs@USAID
Developedia	E2
GLAAS	Phoenix
USAID University	Team Sites

WebTA





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Main

What's New:

[Budapest-Beginners' FA course Materials](#)

[Miami-Advanced FA Course Materials](#)

[FAN Directory as of March 28, 2011](#)

[Schedule of FY2011 FA Courses](#)

Beginners' Course

[Dec. 13-17,2010 : Nairobi, Kenya](#)

[May 30-June 3,2011 : Budapest, Hungary](#)

Advanced Course

[April 4-8, 2011 : Florida, USA](#)

[July 11-15, 2011 : BAngkok, Thailand](#)



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For questions or comments about the FAN website, please contact Fatima (Bing) A. Almeida, USAID/Philippines, at falmeida@usaid.gov.





USAID
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HEADQUARTERS MANAGEMENT DIVISION M/MS/HMD

Threat Advisory
ELEVATED

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Thursday, August 11, 2011

SEARCH

[Continuity of Operations Program \(COOP\)](#)

[Customer Services](#)

[Personal Property](#)

[Space Management](#)

[Printing and Graphics](#)

[Mail Management](#)

[Building Services](#)

[Occupational Health and Safety Office](#)

[Pandemic Influenza Program](#)

Headquarters Management Division

USAID's Headquarters Management Division (HMD) is committed to providing USAID-Washington with timely administrative and logistical support services, delivered with the highest standard of professionalism and customer service. Services include administrative and logistical support services, such as Emergency Preparedness, building maintenance, equipment repairs, moves, space utilization, and other miscellaneous services, which contribute to increased efficiency and economy of operation.

Web Site



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Continuity of Operations Program (COOP)	Customer Services
Personal Property	Space Management
Printing and Graphics	Mail Management
Building Services	Occupational Health and Safety Office
Pandemic Influenza Program	

U.S. Agency for International Development
M/MS/HMD, Room 2.12B, RRB
1300 Pennsylvania Avenue, N.W.
Washington, D.C. 20523-4800
Main Number (202) 712-4110
FAX (202) 216-3372

[HMD Directory](#)



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Last updated on: November 03, 2010





INFORMATION AND RECORDS DIVISION (M/M/IRD)



RECORDS MANAGEMENT (RM) / FREEDOM OF INFORMATION ACT (FOIA)

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[FOIA Website](#)

[RM Team Assignments](#)

[RM Training](#)

[FAQs](#)

Internal Links

- [IRD Policy](#)
- [USAID Electronic Forms](#)
- [Agency Notices Website](#)
- [USAID Disposition Schedules](#)
- [Electronic Records Management \(ERM\)](#)
- [Subject Codes/Outlines](#)

External Links

- [National Archives and Records Administration \(NARA\)](#)
 - [Records Managers](#)
 - [Electronic Publications](#)
- [Association for Information and Image Mgmt \(AIIM\)](#)
- [Association of Records Managers and Administrators \(ARMA\)](#)
- [Managing Electronic Records \(MER\)](#)
- [Guide to Personnel Recordkeeping \(OPM\) - PDF \(3.8MB\)](#)
- [USAID Scheduled Electronic Information Systems and Dispositions are now listed on the National Archives and Records Administration \(NARA\) website](#)

Please e-mail any records management questions, comments, or concerns to: [Records\(IRD\)Inquiry \(USAID\)](mailto:Records(IRD)Inquiry@USAID)

Recordkeeping Requirements

Recordkeeping requirements are defined as all statements in statutes, regulations, and agency directives or authoritative issuances that provide general and specific requirements for Federal agency personnel on particular records to be created and maintained by the agency (36 CFR 1220.14).

The creation and maintenance of complete and accurate records are basic aspects of records management. Based in statute, the practice of ensuring "adequate and proper documentation" contributes to efficient and economical agency operations by guaranteeing that information is documented in official files, including electronic recordkeeping systems where it will be accessible to all authorized staff that may need it. In addition to paper textual files and electronic recordkeeping systems, official files may be comprised of or contain audiovisual, cartographic, or architectural materials.

Agency personnel, including contractors, are responsible for maintaining records created received during official transactions of agency business that are sufficient to:

- Document the persons, places, things, or matters dealt with by the agency;
- Facilitate action by agency officials and their successors in office.
- Make possible a proper scrutiny by the Congress or other duly authorized agencies of the Government.
- Protect the financial, legal, and other rights of the Government and of persons directly affected by the Government's actions.
- Document the formulation and execution of basic policies and decisions and the taking of necessary actions, including all significant decisions and commitments reached orally person to person, by telecommunications, or in conference).
- Document important board, committee, or staff meetings.

Good recordkeeping contributes to the smooth operation of your agency's programs:

- by making the information needed for decision making and operations readily available;
- provides information useful to successor officials and staff for background and analysis,
- facilitating transitions between Administrations;
- creates a complete record of your official actions that will remain with the agency for future use by agency officials and may later be transferred to the National Archives of the United States as a historical record;
- ensures that electronic records, especially those generated by desktop applications, will be available to all authorized personnel;
- protects records from inappropriate and unauthorized access;
- facilitates authorized removal of materials by avoiding the need to separate Federal records from extra copies of records and personal materials when you leave office; and
- ensures accountability to the Administration, Congress, and the American people.



Bureau for Management (M)

You are here: [Home](#)

Bureau for Management (M)

Overseas Management Staff(M/OMS)
 Office of Administrative Services (M/AS)
 Office for Management Policy, Budget and Performance
 Office of Acquisition and Assistance (M/OAA)
 Office of the Chief Financial Officer (M/CFO)
 Office of the Chief Information Officer (M/CIO)

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Business Transformation Executive Committee (BTEC)
 Executive Diversity Council
 Manage-to-Budget (MTB)

[\[more info\]](#) [\[website\]](#)
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[\[more info\]](#) [\[website\]](#)



M Bureau Updates

- [August 2010](#)
- [November 2, 2009](#)
- [May 27, 2009](#)
- [March 26, 2009](#)
- [December 19, 2008](#)
- [November 21, 2008](#)
- [August 18, 2008](#)
- [July 10, 2008](#)
- [June 4, 2008](#)
- [May 19, 2008](#)
- [April 30, 2008](#)
- [March 26, 2008](#)
- [March 5, 2008](#)
- [February 13, 2008](#)
- [January 21, 2008](#)
- [January 7, 2008](#)
- [December 17, 2007](#)

Bureau for Management

The Management Bureau is responsible for USAID's human and information resources management, acquisition and assistance, financial management and administrative services functions. It is composed of nine offices that collectively perform these functions.

The Office of the Assistant Administrator for Management serves as the Agency's principal advisor on matters relating to management and administration. It is headed by an Assistant Administrator and two Deputy Assistant Administrators who oversee and provide policy direction to Management Bureau Offices. The Assistant Administrator is also the Agency's designated Chief Information Officer (CIO), and oversees the Chief Financial Officer (CFO), the Procurement Executive, and the Chief Human Capital Officer (CHCO).

The Office administers a program of centralized administrative support for Agency operations worldwide. These support services include: personnel management, accounting and finance, management policy, control and audit coordination, administrative services, procurement policy and operations, information resources management, and overseas management support. The Office also ensures the integrity of administrative, financial, and information resources management operations. The Management Bureau leads the Agency's business systems modernization.

Key Documents

- [Business Process Review of USAID's Procurement Management Functions](#)
- [The Supplemental Appropriations Act, 2008](#)
- [E2 Message: Overseas Deployment and Training](#)
- [Development Leadership Initiative Presentation](#)
- [Results Report](#)
- [Results Report Brochure](#)
- [FY 2006 Performance and Accountability Report](#)

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Office of Management Policy, Budget and Performance

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Communication & Notes

- [MPBP Newsletter](#)
- [M Bureau Activity Calendar](#)

Communities

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- [Evaluation](#)
- [MPBP](#)
- [Management Bureau Office Directors](#)

Welcome to the Office for Management Policy, Budget and Performance



The Office of Management Policy, Budget and Performance (M/MPBP) functions as the Bureau for Management's central unit for budget planning and implementation, policy formulation, performance monitoring and evaluation and administrative support services. It houses the Bureau for Management's administrative services team. M/MPBP

- Manages the Agency's operating expense (OE) budget;
- Ensures that the Agency's administrative and management services are provided in accordance with established guidelines and policies;
- Is responsible for Agency-wide management policy and performance functions;
- Responds to Congressional inquiries and concerns on management issues and ensures compliance with related legislative directives; and
- Prepares senior Agency officials to testify before Congress about management issues.



Angela McNerney, Director, M/MPBP

M/MPBP Office Newsletter

Read the [March 2011 issue!](#)



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Due Diligence...Accountability...Transparency...Best Value...Results

Welcome to the Office of Acquisition and Assistance (OAA). OAA provides stewardship of U.S. taxpayer funds through the management, evaluation/audit, and awarding of USAID awards—including contracts, grants, cooperative agreements, and other tools that serve to deliver foreign assistance.

USAID Business Forecast

USAID Business Forecast 2011 — 3rd and 4th Quarters

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- [Mission Non-Competitive Forecast Form](#) [Excel file]

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Friday, August 12, 2011

QUICK REFERENCE

[COTR/AOTR list](#)

[QIC Form](#)

[LWA Form](#)

[BPA Form](#)

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We welcome your comments and suggestions via e-mail at: aawebmaster@usaid.gov.

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This Site: EXO Toolb [search icon]

EXO Toolbox

Welcome to the new EXO Toolbox

Capital Security Cost Sharing & Capital Expansion Budgets

Medical & Safety

Directories

Policy

Emergency Response

Procurement/Contracting

Human Capital

Personal Property

ICASS

Real Property

ASP

Security

Consolidation

Travel and Transportation

Knowledge Management

Useful Links

LATEST ADDITIONS To The TOOLBOX

SEE "WHAT'S NEW" TAB --- ABOVE LEFT 8/5/2011 7:31 AM
by Thomas, Susan (M/MS/OMD)

[Add new announcement](#)

OMD UPDATE

John Peevey is on Vacation from August 3 to August 18 8/8/2011 7:15 AM
by Thomas, Susan (M/MS/OMD)
Absence of the Director for the Office of Management Services (M/MS)

In the absence of Mr. John P. Peevey, starting August 3, 2011 through August 18, 2011, D/AA for Management Mr. John Munzer will be the Point of Contact. Correspondence normally prepared...

OMD UPDATE from JOHN PEEVEY dated 6/17/2011 8/4/2011 10:49 AM
by Thomas, Susan (M/MS/OMD)

Greetings from Washington. It's been three months since I assumed the position of Director of Management Services which makes me responsible for among things, the Overseas Management Division (formerly 'OMS'). A lot has happened these past three...

Frances Staunton assumed the position of Chief of the Travel and Transportation Division (M/MS/TTD) 8/3/2011 6:48 AM
by Thomas, Susan (M/MS/OMD)

Link to the Agency Notice:

<http://iapp1.usaid.gov/notices/notDetail.cfm?msgid=21281&prev=true&curmo=8&curyr=2011&type=GeneralPersonnel>

Monica Stein-Olsen joins M Bureau as DAA 8/2/2011 2:30 PM
by Thomas, Susan (M/MS/OMD)

Ms. Monica Stein-Olsen has been appointed Deputy Assistant Administrator of the Bureau for Management. She is located in the RRB in room 6.08-116B and can be reached at (202) 712- 1193.

Monica will be working closely with OMD and focusing on backstop...

NEW DIRECTOR OF OMD effective October 3, 2011 8/2/2011 10:48 AM
by Thomas, Susan (M/MS/OMD)

Carolyn (Teddy) Bryan joins M/MS/OMD as Director on October 3. Teddy is currently serving as Deputy Mission Director in USAID Monrovia.

[Add new announcement](#)

OHR Update

2011 FSN of the Year Candidates - URGENT... email 8/8/2011 6:22 AM
from Lynn Mason (HR/ELR)
by Thomas, Susan (M/MS/OMD)

To date there are only 10 nominations in the awards electronic nomination system for 2011 FSN of the Year candidates: (1) E&E and (9) ASIA. Please submit nominations for this specific and very important award category by **August 12, 2011**, if...

HR UPDATE -- Obligations -- Obligations and NSDD38 from Mike Trott 7/27/2011 7:11 AM
by Thomas, Susan (M/MS/OMD)

Well, no deal yet on the debt ceiling (it's getting embarrassing). Dow naturally is down 92 points today in large part reflecting the impasse. On the USAID side, we have a lot of obligations to go. And we wanted to advise you reference NSDD 38s....

HR UPDATE for EXONET from Mike Trott 7/22/2011 7:09 AM
by Thomas, Susan (M/MS/OMD)

It's HOT Between the dome of natural hot air and that coming from capitol hill, things have gotten a little warm here in DC and surrounding areas. Things do seem a little more promising on the debt issue and the President assures all there will...

Data call-Possible Constraints to Adding New FS Positions to Missions from Sean Carroll, COO 7/20/2011 1:47 PM
 by Thomas, Susan (M/MS/OMD)

Colleagues,
 As noted in Mike Trott's last exonet message (14 July), we have made good progress on creating new positions but more work is needed. OHR and I will be working with State over the next few days to get a cable out on the need to add positions...

Fiscal Year 2011 DLI Funding - EXONET from David Ostermeyer (see attachment below) 7/20/2011 6:26 AM
 by Thomas, Susan (M/MS/OMD)

Colleagues,
 The fourth quarter is among us and there are several actions that require attention in order to successfully close out the books for 2011. Millions of dollars have yet to be obligated and we will likely face yet another year like 2010...

(More Announcements...)

Add new announcement

Mission Training Course Announcements ▾

PFA Training to be held in Accra 12/12 - 12/16 from Tsatsu Fiadjo 8/8/2011 6:48 AM
 by Thomas, Susan (M/MS/OMD)

USAID Accra intends to host the above mentioned course in Ghana sometime later this year between December 12 - 16, 2011. In preparing to do that USAID Accra will like to find out from you if your Mission has any plans of sending any participants to...

Add new announcement

Hot Topics ▾

- EMAIL INBOX CLEAN UP
- IT TRANSFORMATION

Add new announcement

FAQs ▾

[How can I set up a Mission Survey ?](#)

You can find more information about the Web Services survey tool by visiting this page: <http://inside.usaid.gov/m/cio/KM/Pages/surveys.aspx>
 From there, you will also be able to view a brief sample survey and its corresponding results page.

[How do you sign up for ICASS services?](#)

ICASS is, for the most part, a voluntary system. Each agency selects which services it would like to receive via the ICASS system and may obtain services from non-ICASS sources or provide the services for itself.

1 - 2 ▶

Add new item

EXO Blog ▾

- SUGGESTIONS FOR ADDITIONAL RESOURCES ON THE TOOLBOX
- FSN CONTRACT TEMPLATE
- Employee of the Quarter Program
- Mission survey
- TELEWORKING - CAN IT WORK OVERSEAS ?
- NEW EXO TOOLBOX FEEDBACK

Add new discussion



Office of Administrative Services



USAID
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Travel and Transportation Division

What's New...What's Important

- [E2 TDY Mission-Funded Travel Authorizations Processed in USAID/W](#)
- [Appropriate Fiscal Year \(FY\) To Charge for USAID Employees Travel and Transportation of Effects](#)
- [Travel Warning - Cote d'Ivoire](#)
- [Possible Disruption to All Forms of Travel Entering the United Kingdom](#)
- [UPDATE: New USAID Travel Management Center - Duluth Travel Inc.](#)
- [Interoffice Memorandum: Diplomatic Passports](#)
- [E2 Interface Update](#)
- [New USAID Travel Management Center - Duluth Travel Inc.](#)
- [NOTICE: Closure of Haiti Mission](#)
- [Status Update - Embargo of Personal Effects to the States](#)
- [Airline Seating Assignment Fees when Traveling with Minor Children](#)
- [Enhanced Security on Inbound Personal Property Shipments](#)
- [New Accounting Structure and Release Notes for E2](#)
- [E2 Voucher Transaction Fee \(VTF\) Cost Increase](#)
- [E2 Interface \(E2i\) Travel Authorization Pilot Deployment](#)
- [USAID is Moving Forward](#)
- [New Agency Visa and Passport Services - Classified Visa and Passport Services \(Classified VPS\)](#)
- [Pass to All Missions](#)
- [Traveling With Pets](#)
- [USAID Policy on Business Class Air Travel \(PDF, 3MB\)](#)
- [Appropriate Fiscal Year to Charge for USAID Employees Travel](#)

[and Transportation of Effects](#)

- [Increase in Privately Owned Motor Vehicle \(POV\) Mileage Rate \(Agency Notice\)](#)
More Information About the Increase: [IRS Audio](#) | [GSA Web Site](#) | [PDF](#)
- [United Airlines' New Ticketing Policy](#)
- [Reimbursement for Second Checked Bag Fee on Selected Airlines](#)
- [Fly America Act; United States and European Union "Open Skies" Air Transport Agreement](#)
- [Clarification of OMB memo directing Agencies to issue new or revised policy on the use of business class air travel](#)
- [Leisure Travel in Conjunction with Official Travel](#)

[Who's Who in TT](#)

[M/AS/TT Travelers News](#)

[Travel and Transportation](#)

[Policy](#), [Travel Advisories](#), [Travel Authorizations](#), [Claims](#), [Transportation \(Shipping\)](#), [Storage](#), [Frequently Asked Questions](#), [Customer Service Initiative](#), [Fed Rooms Check-In](#), [E-2 Travel](#), [USAID Governing Travel Regulations](#).

[Initial Packout Information for New Hires](#)

[Per Diem Rates](#)

[Discontinuance of All-Inclusive Per Diem Reimbursement](#)

[Domestic \(GSA\)](#), [Non-Foreign Foreign \(DOD\)](#), and [Foreign \(State Dept.\) Per Diem Rates](#), [Government Mileage Rates](#), [Currency Exchange Rates and Converters](#).

[Classified Visa and Passport Services](#)

Travel agent services provided to USAID employees by the GSA Contractor.

[UAE to Require Visas for Diplomatic and Official Travelers from October 1, 2009](#)

[General Services Administration \(GSA\)](#)

<p>Passports Visas Greek Visa Requirements India Visa Requirements</p>	
<p style="text-align: center;">Forms and References</p> <p>Country Clearance Matrix</p> <p>Request for Actual Subsistence After Travel Has Been Completed</p> <p>Actual Subsistence Request Before Travel Has Been Completed</p>	<p style="text-align: center;">Customer Service Survey</p> <p style="text-align: center;">Please return to: Larry Twyman, Sr., Customer Service Representative, M/AS/TT Rm. 2.09B, RRB</p>
<p style="text-align: center;">Cool Links</p> <p>Useful links to Travel Agencies, Time Zones, Weather, Federal Register, The Thomas Register, etc.</p> <p>World Time The World Clock Currency Converter Electronic Embassy</p>	<p style="text-align: center;">M/AS/TT Newsletter</p> <p>"The U.S. EU Open Skies Air Transport Agreement went into effect on March 30, 2008. The Federal Travel Regulation nor the 14 FAM have been amended to reflect the terms of the Agreement. However, agencies may begin to allow travel from the U.S. to the EU and it's member states and travel from the EU and its Member States to the U.S., as well as travel between (any)two countries abroad on a European carrier, when there's no city pair fare existing on the route." Source: GSA</p> <ul style="list-style-type: none"> - Fly America Act; United States and European Union "Open Skies" Air Transport Agreement - Clarification of OMB memo directing Agencies to issue new or revised policy on the use of business class air travel - Increase in Privately Owned Motor Vehicle (POV) Mileage Rate - Leisure Travel in Conjunction

	with Official Travel
Electronic Country Clearance ecchelpdesk-cl@state.gov	Application to use E2 Solutions

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Middle East Bureau Intranet Home Page

News and Resources from USAID/W

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- [OpenNet / Manual Login](#)

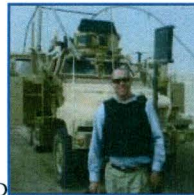


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- [Telework](#)

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USAID/Iraq staff featured in local press

Posted by [jcartwright](#) on Tuesday, August 2nd 2011



USAID's Hometown Diplomats programs helps get the great work of USAID employees recognized in local press around the United States.

Check out these two recent articles that feature staff from USAID/Iraq:

* "[Winchester native speaks about his international development work](#)" (*The Winchester Star*, Winchester, MA)

* "[Local helps rebuild war-torn communities](#)," (*Milton Herald*, Milton, GA)

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Follow the ME Bureau on Facebook & Twitter

Posted by [jcartwright](#) on Monday, July 25th 2011

The Middle East Bureau is now officially on both Facebook and Twitter and will be looking to you for information on cool projects, Front Office travels, and



upcoming events to share with the community at large.

You can also update your signatures to reflect our new pages as well as our listserv.

To like/follow and share with friends and colleagues, visit:

www.facebook.com/usaidmiddleeast

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[Tips for Visitors to USAID 14th St Desk](#)

Posted by [cagarcia](#) on Friday, July 22nd 2011

- Pre-register in the Visitor Registration System
- Busy times at 14th St Desk are 10:00 AM and 2:00 PM
- Provide Visitors with meeting information; POC and phone number
- Visitors must have photo ID, driver's license or passport
- Arrive at least 15 minutes prior to meeting/event
- Phone number for 14th St Visitor Desk 2-5254

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[ASIA/ME MANDATORY Records Management Trainings](#)

Posted by [cagarcia](#) on Monday, July 11th 2011

The records management training is a 2 part series – (one course is online while the second one will be held in a conference room). These trainings are **MANDATORY** for **ALL** bureau employees in order to comply with Agency and Federal requirements.

Please see **STEPS 1-4** for clarification of trainings.

Step 1: You must first take the “**Online Records Management**” which can be found on the USAID University website <https://university.usaid.gov/index.cfm>.

Step 2: Upon your successful completion of this online course, please forward me a copy of your certificate.

Step 3: The second mandatory training called “**Records Management 101**” will take place in July/August with the assistance of M/IRD. This training will be held in a conference room. You will be informed via email the dates and times for this training.

Step 4: Once you receive an email with the dates and times, please confirm your attendance.

If you have any questions, please contact Jonathan Zayas (jzayas@usaid.gov).

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[Asia/ME Retreat](#)

Posted by [jcartwright](#) on Tuesday, June 28th 2011



The Asia and Middle East Bureaus' retreat will be held on Thursday, July 7, from 2 p.m. to 5 p.m. at Bowl America in

Falls Church.

If you would like to attend, please let Marian Venable know as soon as possible. Each participant will be responsible for the cost of two games and shoe rental.

Also, **drivers are needed**, so please let Marian know if you are able to take passengers.

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[Unlocking the Potential of Moroccan Youth](#)

Posted by [jcartwright](#) on Friday, June 10th 2011

DAA Hady Amr recently travelled to Morocco and submitted a blog post to the Agency's Impact blog about his visit.



Click on the image below to read his post:

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[Telework Agreements/Checklists are due SOON!](#)

Posted by [cagarcia](#) on Tuesday, May 24th 2011

By **June 7th**- All staff/contract modalities (except CASU's and IC's) must submit the following:

- [Telework Agreement](#)
- [Telework Safety, Training, and Resource Checklist](#)
- [Telework Eligibility Worksheet](#) (we encourage all managers to have staff fill this out)

By **June 30th**, CASU's and IC's must submit the following:

- Contractors Company Telework Permission letters
- [Telework Agreement](#)
- [Telework Safety, Training, and Resource Checklist](#)
- [Telework Eligibility Worksheet](#)

If you have any questions, please email Carla Garcia (cagarcia@usaid.gov).

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[President Obama's Middle East Speech](#)

Posted by [jcartwright](#) on Thursday, May 19th 2011



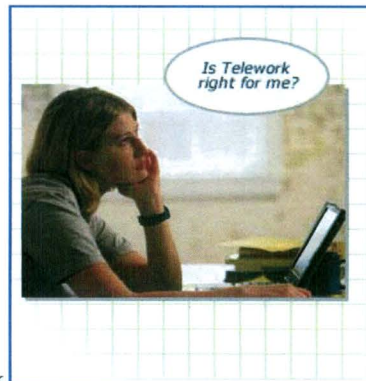
President Obama laid out his vision for a new chapter in American diplomacy in the Middle East and North Africa in a speech delivered today at the State Department. Read the [prepared remarks](#), entitled "A Moment of Opportunity."

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[Make-up Telework Training Session Available!](#)

Posted by [ccordoba](#) on Friday, May 13th 2011



ASIA/ME Bureau's will have a Make-up Telework Training Session next week

Date: **May 18, 2011**

Time: **11am – 12pm**

Location: **4.09-066**

Effective June 7th, **only** those federal workers with a new signed telework agreement on file who have completed the training will be eligible to telework. If you have not attended a session, please contact Carla Cordoba (Garcia) to sign up for this session.

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[New issue of FrontLines](#)

Posted by [jcartwright](#) on Tuesday, May 10th 2011



Programs in the Middle East and North Africa feature prominently in the latest edition of [FrontLines](#):

- [USAID Partnership Working with Iraq for Long-Term Stability](#)
- [Building the Skills Iraqis Need for the Services They Want](#)
- [Scholarships Offer Counterweight to Iraqi Brain Drain](#)
- [Iraq 2010-2011 Timeline](#)
- [Exclusive Interview with CENTCOM's Lt. Gen. John R. Allen exclusive](#)
- [The Power of Packaging](#)

- [Supporting Iraq's New Parliament and Its Electoral Process online extra](#)
- [8 Questions with Michael Maxey online extra](#)
- [Turning Skills into Palestinian Paychecks](#)

Other great articles to read in this issue:

- An exclusive [interview with WHO's Dr. Margaret Chan](#), who speaks about how educating girls and empowering women yields generational health gains
- How the new [Global Health Initiative](#) is building on a foundation of partnerships as key to healthier families, communities and countries

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• **AID Home Pages**

- [Intranet \(inside.usaid.gov\)](#)
- [Public website \(www.usaid.gov\)](#)
- [USAID Asia Bureau Intranet](#)
- [USAID Impact Blog \(blog.usaid.gov\)](#)

• **Bureau Quick Links**

- [AMS Services](#)
- [Business Card Request](#)
- [CN Guidance](#)
- [CN Tracker](#)
- [E2 Travel](#)
- [Employee Emergency Locator](#)
- [F Intranet Site](#)
- [ME Bureau Public Web Site](#)
- [Metrochecks](#)
- [USAID News Briefing](#)
- [WebTA](#)

• **General USAID Links**

- [ADS](#)
- [AEF Form \(Civil Service\)](#)
- [AEF Form \(Foreign Service\)](#)
- [Developedia](#)
- [Electronic Country Clearance](#)
- [ES Clearance Guidance](#)
- [ES Manual](#)
- [EXO Toolbox](#)
- [F Public Web Site](#)
- [Foreign Assistance Dashboard](#)
- [Forms of Address \(High-Level Officials\)](#)
- [Nomination for Award](#)
- [Operating in High Threat Environments](#)
- [Program Officer Toolkit](#)
- [USAID FORWARD](#)

• **Samples and Templates**

- [Action Memo](#)
- [Briefer](#)
- [Other ES Samples](#)
- [PowerPoint Template](#)
- [USAID Letterhead](#)

• **Upcoming Events**

August 1-30: Ramadan

August 10 (12-1:30pm): "Syria on the Verge: Implications for a Nation in Revolt," SEIU Building, 1800 Massachusetts Ave. NW, First Floor

August 17: USAID Iftar

September 5: Labor Day

September 8: International Literacy Day

• **Twitter: ME Bureau** - [Follow me](#)

- Watch new video from our [@usaid](#) Mission in #Jordan for International #youth Day: <http://t.co/AYlzmuz> #unyouth #usaidyouth [@IYFtweets](#) 1 day ago

#Ramadan Kareem to our followers who observe! [@USAID](#) partners with #Muslim communities globally: <http://t.co/T5GS98h> #Ramadan2011 8 days ago

-  **Mission Press Releases**

- [West Bank/Gaza: Palestinian Authority and the U.S. Agency for International Development Launch New Water Project in the Southern West Bank](#)
- [West Bank/Gaza: Palestinian Youth Showcase Environmental Activism](#)
- [الضفة الغربية وقطاع غزة: السلطة الفلسطينية والوكالة الأميركية للتنمية الدولية تعملان على تحسين الطرق في جنوب الضفة الغربية](#)

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Thursday, August 11, 2011

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Bureau for Policy, Planning & Learning

PPL

The **Bureau for Policy, Planning and Learning (PPL)** is responsible for leading the Agency's policy planning efforts, shaping overall strategic and program planning, ensuring the Agency's evolution as a learning and evaluation organization, overseeing donor engagement and institutionalizing science and technology in our work while guiding USAID as the premier development agency.

About the PPL Bureau

PPL Office of **Policy**
Producing sound, evidence-based policies, strategies, and policy analysis

PPL Office of **Strategic & Program Planning**
Revitalizing strategic and program planning and project design

PPL Office of **Learning, Evaluation & Research**
Promoting evidence-based development

PPL Office of **Donor Engagement**
Achieving results through donor coordination and cooperation

PPL Office of **Science & Technology**
Transforming development through science and technology

The Policy Pulse
PPL's newsletter

New! [Middle East Strategic Planning Group](#)

PPL Highlights

LERning Competition

The deadline for submitting evaluation proposals to the "LERning" Competition was Friday, July 8 and we are happy to report there was a great response. The competition was designed to support missions and operating units to meet the requirements of the new evaluation policy. [more...](#)

Partnerships for Enhanced Engagement in Research (PEER)

USAID announced a new program, Partnership for Enhanced Engagement in Research (PEER) on July 7, 2011 with the U.S. National Science Foundation (NSF) to build and strengthen science and technology capacity in developing countries through cooperative research grants, improved access to scientific knowledge, and higher education and training opportunities. [more...](#)

PPL Speaker Series

Development Forum

- Development Forum: Radically Rethinking Global Poverty, a conversation with Dr. Esther Duflo
- Development Forum: Consolidating Democracy and Development in Post-Conflict Liberia, a conversation with President Ellen Johnson Sirleaf

Policy Seminars

- Dr. Harry Broadman, "China & India in Africa"
- Sarah Cliffe, World Development Report (WDR): Conflict, Security and Development
- Dr. Amy Smith, Director of the Development Lab (D-Lab) at the Massachusetts Institute of Technology

Calendar

UN Conference on Sustainable Development: High Level Dialogue on the Institutional Framework for Sustainable Development
July 19-21, 2011 - Solo, Indonesia

Tidewater 2011
July 20-22, 2011 - Wilton Park, UK

Evaluation for Program Managers Course
August 8-12, 2011 - Washington, DC

[Click here to view more events](#)

We welcome your suggestions for improving this site. Please contact the PPL office with your comments, questions, or concerns.
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USAID Web Sites



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- SECTORS
- REGIONS
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Friday August 12, 2011

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- RESEARCH
- REPORTING & PLANNING
- KEY DOCUMENTS
- GUIDES & FORMS
- TRAVEL
- NEW TO THE AGENCY?
- POLICIES
- COMPUTER HELP
- SECURITY
- WEB APPLICATIONS

DID YOU KNOW?

...that you can change your home page to the page you have open? Click the Tools menu, click Internet Options, and then click Use Current.

ANNOUNCEMENTS

- ▶ **E2 Interface (E2i) With Phoenix for "Travel Authorization, Travel Voucher and Open Authorization" Has Been Approved for Worldwide Deployment and Training** 8/9/2011 5:41 PM
by Carter, Lisa (M/CIO/KM:SAIC)
The E2 Interface (E2i) with Phoenix for "Travel Authorization, Travel Voucher and Open Authorization" has been approved for worldwide deployment and training. The E2i team began piloting the interface in November 2010 with certain USAID/...
- ▶ **GLAAS Fiscal Year End Information Now Available on the GLAAS Website** 8/8/2011 12:31 PM
by Carter, Lisa (M/CIO/KM:SAIC)
In order to help GLAAS users complete Fiscal Year End activities, the GLAAS Team strongly encourages all GLAAS users to visit a special web page we have established to share important Fiscal Year End information and resources.

We will update this...

- ▶ **GLAAS is Live in Haiti!** 8/8/2011 12:29 PM
by Carter, Lisa (M/CIO/KM:SAIC)
The Global Acquisition and Assistance System (GLAAS) is live in Haiti! On August 8, Haiti became the newest Mission to use GLAAS to conduct their acquisition and assistance (A&A) work.

GLAAS is USAID's worldwide, web-based A&A system. It...

(More Announcements...)

Add new announcement

BLOGS@USAID

Blogs@USAID Posts

- Swaziland: HIV prevalence among factory workers "50 percent"
- International Youth Day is August 12th
- Empire Builders
- Botswana: Saleshando slams Khama's silence on HIV/AIDS
- Make the DEC part of your event planning



NEWS & NOTICES

- Agency Notices
- Agency Policy (ADS)
- OSDBU Newsletters
- USAID News Update
- Daily News Clips
- What's New
- Add new link

Social Media Tools

- AIDNet Communities
- AllNet Communities
- Intelink
- USAID Listserv
- Developedia
- Diplopedia
- Blogs@USAID
- SharePoint Team Sites
- Add new link

TOP MOST VIEWED

- Economic Growth, Agriculture & Trade
- Global Acquisition and Assistance System
- Office of Human Resources
- Automated Directives System (ADS)
- Bureaus
- CFO - Web Time and Attendance (T & A)
- Add new link

Interesting Links

Select One -----



USAID
FROM THE AMERICAN PEOPLE

September 14, 2011

RE: Appeal #A-00003-08

This is Package #2 of a partial response to your Appeal of the Agency's response to your original Freedom of Information act request number FOI-015/05.

This package consists of 27 documents equaling 115 pages. If you have any questions or comments, please feel free to contact me at 202/712-0582 or email at wsmith@usaid.gov.

Sincerely,

Willette L. Smith
FOIA Consultant
Information & Records Division
Office of Management Services

Enclosures: a/s

/wls

Log in to Iraq Intranet



USAID
FROM THE AMERICAN PEOPLE

Office of Iraq Reconstruction

Mission: (202) 216-6276 | ME/IR DC staff: (202) 712-0448

[Iraq Intranet Home](#) | [Mission](#) | [Washington](#) | [Admin](#) | [Info Team](#) | [Links](#) | [Tech Office](#)

[Benefits](#) | [Testimonials](#) | [PRTs](#) | [Available Positions](#) | [Travel Information](#) | [HR FAQs](#)

About USAID Iraq

The USAID Mission to Iraq was established in the spring of 2003 and is currently directing programs focused on community stabilization, economic governance and national capacity building. In coordination with the wider USG effort these activities will assist in stabilizing areas affected by civil unrest and diminish the influence of elements associated with such disturbances.



With an integrated development approach coordinated with participating USG agencies assigned to the reconstruction in Iraq, the Mission is facilitating the development of the Iraqi government's capacity to deliver essential services, strengthening its economy and the promotion of the rule of law and civil rights. USAID provides a focused approach to essential issues, addressing the root causes of instability and building the foundation for a prosperous Iraq. It bridges the transition from the short-term provision of essential services to long-term, integrated, and Iraqi-led development. USAID's overarching goal is to contribute to stability and security as part of the U.S. government National Strategy for Victory in Iraq.

USAID is a key element of the United States plan for victory in Iraq. Emphasizing responsiveness and

Log in to the Iraq Intranet.

Username: **Password:**

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About the Mission

[What to Expect](#) | [Rebuilding Iraq](#)
[Iraq HR FAQ](#)

Mission Applications

[Mission StaffTracker](#) | [Mission HR System](#)
[Staff Data](#) | [GSO Service Requests](#)
[Iraq Financial Database](#) | [Housing](#)
[Mission Taskers](#) | [C&R](#)
[MEPP3](#)

Washington Applications

[Iraq Financial Database](#) | [ME Calendar](#)
[TDY Tracking](#) | [Search the \(Iraq\) P Drive](#)
[Briefings Scheduler](#) | [ME/IR D.C. staff List](#)
[Leave Calendar](#)

Key documents

[Selected ME P-drive files](#) | [Iraq Bi-Weekly update](#)
[Iraq Weekly Status Report](#)

Admin/Travel


[Travel Procedures/ Docs](#) | [Map for DSAC bus](#)
[ME/IR D.C. staff](#) | [OIP Center](#)
[Iraq Map Collection](#)

Information officers

sustainability, USAID/Iraq's new strategy calls for an expanded role in supporting focused stabilization, establishing the foundation for economic growth, and building national capacity. These efforts, in the short-term, will help stabilize areas impacted by the insurgency and mitigate the appeal of insurgent recruitment efforts. Over the longer term, the establishment of democratic institutions and sustainable economic development will form the foundations of a stable, democratic, and prosperous Iraq.

Narratives Database	Search the (Iraq) P Drive
Photo Database	
Links	
USAID Public Web Site	A Country Study: Iraq
USAID Intranet	Iraq Reconstruction Activity
Public USAID Iraq Web	CIA Factbook
Background on Iraq	

USAID/Iraq | Mission: +1-202-216-6276 | Washington: +1-202-712-0448

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REGIONAL SERVICES CENTER OVERVIEW

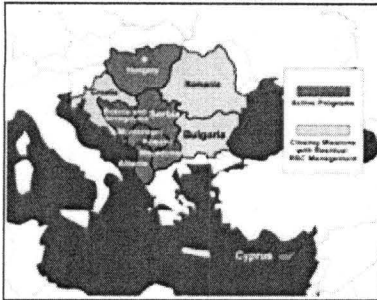
U.S. Agency for International Development

Szabadság tér 7-9, Bank Center

1054 Budapest, Hungary

Main Telephone: +36-1-475-4604

Main Fax: +36-1-302-0693



Located in Budapest, Hungary, USAID/RSC is a regional service provider, responsible for procurement, legal, financial, administrative and training support for its client missions and offices in the region. In 2002 the RSC also assumed responsibility for regional program coordination and management and it currently manages four active regional programs. In February 2009, the Office of Foreign Disaster Assistance established a regional office within the RSC.

The annual budget for programs in Central and Eastern Europe managed by USAID Missions and offices in the region is \$250 million, counting SEED and ESF resources, but excluding disaster assistance. The RSC serves six active medium to large-sized programs in Southeastern Europe (Albania, Bosnia and Herzegovina, Kosovo, Macedonia, Montenegro and Serbia), USAID's program in Cyprus, and a new Development Counselor position in Bulgaria. RSC also supports USAID's Office of Development Partnerships' overseas offices in the US Mission to the European Union (Brussels) and in the US Mission in Geneva, and the closing/closed Missions in Croatia and Romania. The RSC also provides financial services for USAID officers posted to the European and Africa Command (EUCOM and AFRICOM) located in Stuttgart, Germany.

The Office of the Regional Director has overall responsibility for planning, direction, and management of all offices within the RSC. The Regional Director maintains regular contact with USAID Mission Directors managing bilateral programs to ensure the delivery of timely and effective services, and to organize appraisal committees for employee performance reports from smaller Missions. The office is also a training hub for the region, managing a variety of training and continuing education courses throughout the year.

The Office of the Regional Director has overall responsibility for planning, direction, and management of all offices within the RSC. The Regional Director maintains regular contact with USAID Mission Directors managing bilateral programs to ensure the delivery of timely and effective services, and to organize appraisal committees for employee performance reports from smaller Missions. The office is also a training hub for the region, managing a variety of training and continuing education courses throughout the year.

The Regional Legal Advisor and a USPSC lawyer provide a wide range of legal services and advice to the six SEE Missions/offices, Cyprus, Bulgaria, the RSC, USAID offices in Belgium and Switzerland, and transition and disaster assistance organizations. Guidance is provided on U.S. foreign assistance legislation, USAID program operations, anti-terrorism financing, USAID policies and regulations, and ethics and standards of conduct issues.

The Regional Contracting Office (RCO) provides acquisition and assistance (A&A) services for program activities and personnel in six SEE Missions/offices, Cyprus, Bulgaria, Belgium, Switzerland, Germany, the RSC Regional Program Office, and the closing/closed Missions in Croatia and Romania. With 15 staff members, the RCO manages an award portfolio of approximately 400 awards with a combined value of \$2.3 billion, providing the full range of A&A support to client Missions and is responsible for each phase of the A&A cycle, including pre-award, award, administration and close-out.

The Regional Financial Management Center (RFMC) is the official accounting station, which includes accounting, budgeting, payroll, payment, financial analysis and financial management services, for USAID activities of the E&E & ODP Bureaus in six SEE Missions/offices, Cyprus, Bulgaria (plus the closed Missions in Croatia and Romania), Germany, Belgium, and Switzerland. Twenty-one staff members maintain the accounting and financial reporting systems for the region, ensuring that financial activities are conducted in accordance with US Government laws and regulations and providing USAID programs with timely and accurate financial information vital to effective program management. The office provides advice and assistance to USAID programs with respect to audit matters emanating from USAID's Office of Inspector General, the General Accounting Office, and other groups auditing or inspecting USAID financed activities in the region.

The Executive Office (EXO) is responsible for administrative management activities for RSC. Ten EXO staff provide administrative services and logistic support for program operations through direct staff services, indirect commercial and Embassy ICASS services. The Executive Officer also supervises Regional Management Support Office (RMSO, see below).

The Regional Management Support Office (RMSO) provides management assistance to 17 Missions in the region and offices in Brussels and Geneva. Technical assistance, training, consulting, and EXO operations backup are provided through this office. Upon request from client Missions, RMSO also conducts management assessments of Executive Office operations and recommends courses of action to correct deficiencies identified.

The Regional Program Office (RPO) has two staff members responsible for regional projects. Currently, RSC manages three activities supporting civil society strengthening and higher education. The RPO also manages an emerging donors initiative for the region, working alongside new and aspiring EU member states as they establish their official development assistance (ODA) programs, helping them to build their capacity to deliver ODA while also building partnerships in the region between USAID missions and the new donor countries. Additionally, the RPO represents USAID at various fora with a regional perspective. A brief description of the activities follows.

The Office of U.S. Foreign Disaster Assistance (OFDA) opened a regional office in the RSC in early 2009 covering Europe, Eurasia and the Middle East. OFDA is responsible for facilitating and coordinating U.S. Government emergency assistance overseas. OFDA provides humanitarian assistance to save lives, alleviate human suffering, and reduce the social and economic impact of humanitarian emergencies worldwide, responding to natural disasters or in situations when lives or livelihoods are threatened by civil conflict, acts of terrorism, or industrial accidents. In addition to emergency assistance, OFDA funds mitigation activities to reduce the impact of recurrent natural hazards and provides training

to build local capacity for disaster management and response.

Description of RSC program:

http://www.usaid.gov/locations/europe_eurasia/countries/rsc/

AFR Bureau

Documents

- [DG SOTA 2011](#) New
- [Guidance](#)
- [Africa Bureau Procedures Manual](#)
- [Communications Strategy 2011](#)
- [China-Africa Trade and Economic Relationship Annual Report 2010](#)
- [Vision Statement](#)
- [State/USAID Strategic Plan for FY 2007-2012](#)
- [Bureau Overview in English, French, and Portuguese](#)
- [Country Profiles and Fact Sheets](#)
- [USAID Programs in Africa \(map\)](#)
- [SBU: African Countries by Foreign Assistance Framework Categories \(map\)](#)
- [Weekly Report to the Administrator \(8-24-11\)](#)
- [Foreign Assistance Bulletin](#)
- [Africa Bureau Weekly Notes](#)
- [Presentations](#)
- [CBJ \(2009\)](#)
- [CBJ \(2008\)](#)
- [2006 Annual Reports \(archive\)](#)
- [Results Frameworks \(from AFR 2006 Annual Reports - arranged by country\)](#)

F Links

- [State intranet site](#)
- [State public site](#)
- [USAID intranet site](#)
- [DFA Contact List](#)
 - Alphabetical
 - by Office
- [Dept. of State AF Intranet](#)

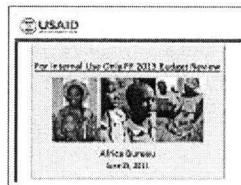
Resource Pages

- [ACVFA](#)
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- [Counter-terrorism](#)
- [Economic Growth](#)
- [Extractive Industries](#)

Announcements/What's New?

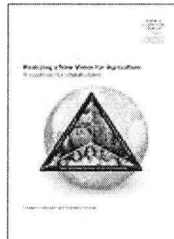


For Internal Use Only: FY 2013 Budget Presentation



The [FY 2013 Budget Presentation](#) is now available. Please note that this information is for internal use only.

New Report on Public-Private Partnerships in Agriculture



The World Economic Forum (Davos) has released a report titled: "[Realizing a New Vision for Agriculture: A Roadmap for Stakeholders](#)." The World Economic Forum's New Vision for Agriculture initiative is led by 17 global companies that are Industry Partners of the Forum. To advance progress toward a vision of global food security, this roadmap outlines a framework for implementing business-led and market-based solutions that are explicitly linked to national development priorities.

Updated Guidance on the Intranet

The [Guidance](#) page includes the most recent versions of the Africa Bureau Procedure Manual, CDCS Guidance and Gender ADS Guidance. In the future, Guidance for the FY2012 CBJ Narratives will be added along with other important planning tools.

Mission Directors' Conference, December 2010

Mission directors and USAID representatives from around Africa gathered in Johannesburg December 8-10, 2010, to take part in the annual Mission Director's Conference. Click [here](#) to see some of the materials presented at that conference.

China-Africa Trade and Economic Relationship, 2010

- Food Security
- Fragility
- GCC
- Gender
- IEHA
- Knowledge Management **New**
 - Meeting Rooms
 - Conferencing Tools
 - KM Tools Guidance
- MCC
- Monitoring/Evaluation
- NEPAD
- PEPFAR
- PMI
- SD Support
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- Sudan Program

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- Telling Our Story

USAID

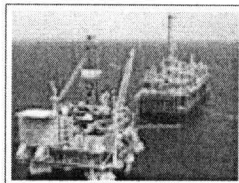
- ADS
- Annual Report Database
- Branding Manual | Website
- Draft Regional Customer Service Standards
- Development Experience Clearinghouse
- Development Statistics
- Economic Analysis and Data Services
- EvalWeb
- Foreign Operations Budget Request
- OPIN
- USAID Knowledge Services Center
- USAID Library
- Policy Framework for Bilateral Foreign Aid

Additional Resources

- On-Line Resources Handout
- Virtual Library (archive)

The China-Africa Trade and Economic Relationship Annual Report 2010 was released October 14, 2010, by a research institute under the Chinese Ministry of Commerce. Chinese investment in Africa reached \$1.44 billion in 2009, compared with \$220 million in 2000, the report says.

Africa's Management of its Extractive Industries



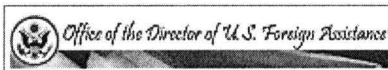
This past summer, Sen. Richard Lugar commissioned the minority staff of the Senate Foreign Relations Committee to assess the impact of the so-called "resource curse" and evaluate the effectiveness of current U.S. and international efforts to remedy the problem. Staff examined more than 20 resource-rich developing countries, including five in Africa - Angola, Chad, Equatorial Guinea, Ghana, and Nigeria. The resulting report, "The Petroleum and Poverty Paradox," concludes that U.S. programs intended to help countries manage their oil money wisely could succeed only when there is sufficient political will to fight corruption and make other difficult choices. The report also found that where national leaders are willing to face the problem, outside experts can help promote stronger anti-graft and transparency policies, which make it harder for government officials to hide corruption and easier for citizens to follow the money to make sure it isn't wasted. These issues were discussed at a recent Senate hearing featuring expert testimony by Todd Moss (U.S. State Department), Paul Collier (University of Oxford), David Goldwyn (Goldwyn International Strategies), and Simon Taylor (Global Witness).

African Development Forum VI



The African Development Forum (ADF), initiated in 1999, is a periodic multi-stakeholder platform for debating, discussing, and initiating concrete strategies for Africa's development. ADF VI, coinciding with the 50th anniversary of the UN Economic Commission for Africa (UNECA), will occur during November 19-21, 2008 in Addis Ababa, Ethiopia. The forum will review progress made to date across Africa toward gender equality and women's empowerment, and articulate concrete actions for accelerating the process. The Forum's Concept Note providing background and describing thematic areas and expected outcomes can be found on the UNECA web site.

FY 2008 Performance Plan and Report



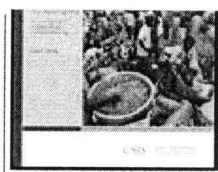
F has released the new guidance and related annexes for the FY 2008 Performance Plan and Report (PPR).

The PPR is designed to capture results achieved by each Operating Unit during FY 2008 (regardless of the year of funding used) and set targets for results anticipated in FY 2009 and FY 2010. Information from the PPR helps meet statutory requirements and management needs. Supplemental Reference materials to assist in preparation of the PPR will be available on the F web site on or before October 1, 2008.

Call for a Strategic U.S. Approach to the Global Food Crisis

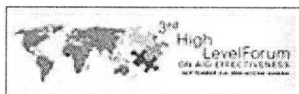


In May 2008, in response to the growing global food crisis, the Center for Strategic International Studies (CSIS) launched a Task Force to assess the rising humanitarian, security, developmental, and market



impacts of rising food costs and shortages. The resulting report was the focus of a Capitol Hill event on July 29 that included comments by Sen. Richard Lugar (R-IN) and Sen. Robert Casey (D-PA), who served as co-chairs of the CSIS Task Force. The [report and speakers' comments](#) can be found on the CSIS web site.

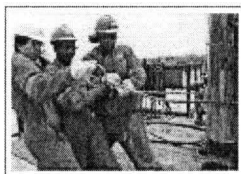
Accra Agenda for Action



The Third High Level Forum on Aid Effectiveness occurred in Accra, Ghana on September 2-4, 2008. The Forum provided the opportunity to assess progress in implementing

the Paris Declaration commitments, identify remaining bottlenecks and challenges, and determine key actions that donors and partner countries might take to accelerate progress in making aid more effective. Forum participants considered and endorsed the [Accra Agenda for Action \(AAA\)](#) to deepen implementation of the Paris Declaration and respond to emerging aid effectiveness issues.

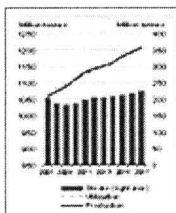
Africa's Ties with China



A [recent article](#) by two members of the IMF's African Department explores the burgeoning ties between Africa and China. Formerly dominated in the 1990s by official development aid and government ministries, the relationship has evolved such that China is now a major market, financier, investor, contractor, and builder for Africa as well as donor. At the same time, a

[report by the European Parliament](#) on China's growing presence in Africa lays out both positive and negative impacts, often entwined with human rights considerations, that challenge relations between Africa and the European Union.

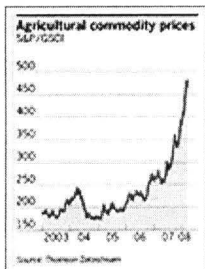
Volatility in Global Food Prices



Despite increased world cereal production in 2007, a tight global cereal supply-and-demand situation prevails in the current marketing season. Cereal supplies are low mainly because of [dwindling stock levels carried over from the previous season](#). With world demand showing little sign of abating, international prices of most cereals continue to be high and rising, while world reserves are heading for another decline from already low levels. The [FAO World Food](#)

[Situation portal](#) provides information about the current rise in food prices and its consequences for global food security.

Food Prices on the Political Agenda



Soaring food prices are affecting millions of people across the world - most of all, those living on the edge of poverty and hunger. Factors contributing to global food price rises include rising oil and energy costs; growing competition between biofuels and food; growing demand from burgeoning economies in the developing world; and increased climate and weather-related events that destroy crops, reducing food supplies. Information about the crisis and its long-term consequences for development has been [summarized by Simon Maxwell](#) of the Overseas

Development Institute (UK). Immediate efforts to respond globally are being

spearheaded by the World Food Programme, where [additional information](#) is available. Questions and comments can be sent to [Tim Lavelle](#), the Africa Bureau's Food Security Advisor.

China in Africa: Lending, Policy Space, and Governance



A recent [report by the Norwegian Council for Africa](#), while largely agreeing with and expanding on common criticisms about China's involvement in sub-Saharan Africa, seeks to highlight some of the regional benefits and makes recommendations for the country as a major player in the African aid environment. The report includes an extensive case study of Zambia's aid experience with China to illustrate the impact of significant Chinese involvement in an African nation.

Previously Featured Items

For questions or comments, please e-mail the webmaster: squinn@usaid.gov.

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[RSS Feed](#)

Last week to contribute to Feds Feed Families

Posted by [jcartwright](#) on Monday, August 22nd 2011

This is the last week to contribute items to this summer's Feds Feed Families food drive.

Items are being collected in a box located in the 14th Street and Pennsylvania Ave lobby.

Below is a chart showing the most-needed items. Let's all do our part!

Most Wanted Items

benefiting the
Capital Area Food Bank

11 in 2011

www.CapitalAreaFoodBank.org

1 Canned Fruits

in light syrup or its own juices

2 Canned Vegetables

low sodium, no salt added

3 Multigrain Cereal

cornflakes, cornflakes, grape-nuts,
raisin bran

4 Grains

brown & white rice, oatmeal, bulgur, quinoa,
couscous, pasta, macaroni & cheese

5 Canned Proteins

tuna, salmon, chicken, peanut butter,
beans

6 Soups

beef stew, chili, chicken noodle, turkey rice

7 100% Juice

all sizes, including juice boxes

8 Condiments

tomato based sauces, light soy sauce,
ketchup, mustard, salad dressing, oils

9 Snacks

individually packed snacks, crackers,
trail mix, dried fruit, granola/cereal bars,
pretzels, sandwich crackers

10 Paper Products & Household Items

paper towels, napkins, cleaning supplies

11 Hygiene Items

diapers, deodorants for men & women,
toiletries products, toilet paper, tissues,
soap, toothpaste, shampoo



RESOLVE
AMERICA

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President Kennedy Addressing USAID Mission Directors

Posted by [jcartwright](#) on Friday, August 19th 2011

As part of the commemoration of USAID's 50th anniversary, USAID's [IMPACTBlog](#) posted [an interesting audio clip of President Kennedy addressing a group of USAID Mission Directors in 1962](#) about the importance of the Agency's work. LPA has shared this clip with all Mission Directors.



The following is an excerpt from President Kennedy's remarks:

I would say the job that you are engaged in is as important as any work that is being done by anyone for this country at this time to protect the security of the country.

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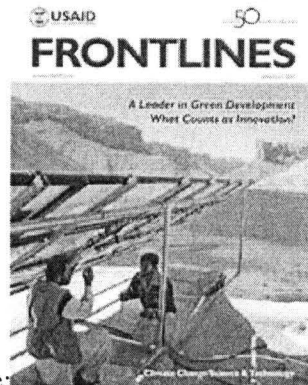
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New issue of FrontLines

Posted by [jcartwright](#) on Monday, July 25th 2011

FRONTLINES

Climate change and science & technology are the themes of the June/July issue of FrontLines. Programs in the Asia



region feature prominently in this issue:

- “Financing Asia’s New Clean Energy Markets”
- “Q&A with Padu S. Padmanaban, USAID Senior Energy Adviser”
- “Harmony Within Bangladesh’s Endangered Forests”
- “99-Minute Diagnosis: Will New Technology Turn Tide on TB War?” (Kazakhstan)

Other great articles to read in this issue:

An exclusive interview with U.S. Senator Patrick Leahy
 A message from White House Science Adviser John P. Holdren
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Tips for Visitors to USAID 14th St Desk

Posted by cagarcia on Friday, July 22nd 2011

- Pre-register in the Visitor Registration System
- Busy times at 14th St Desk are 10:00 AM and 2:00 PM
- Provide Visitors with meeting information; POC and phone number
- Visitors must have photo ID, driver’s license or passport
- Arrive at least 15 minutes prior to meeting/event
- Phone number for 14th St Visitor Desk 2-5254

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ASIA/ME MANDATORY Records Management

Trainings

Posted by [cagarcia](#) on Monday, July 11th 2011

The records management training is a 2 part series – (one course is online while the second one will be held in a conference room). These trainings are **MANDATORY** for **ALL** bureau employees in order to comply with Agency and Federal requirements.

Please see **STEPS 1-4** for clarification of trainings.

Step 1: You must first take the “**Online Records Management**” which can be found on the USAID University website <https://university.usaid.gov/index.cfm>.

Step 2: Upon your successful completion of this online course, please forward me a copy of your certificate.

Step 3: The second mandatory training called “**Records Management 101**” will take place in July/August with the assistance of M/IRD. This training will be held in a conference room. You will be informed via email the dates and times for this training.

Step 4: Once you receive an email with the dates and times, please confirm your attendance.

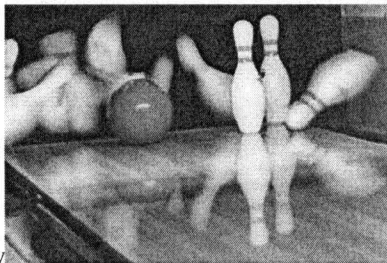
If you have any questions, please contact Jonathan Zayas (jzayas@usaid.gov).

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Asia/ME Retreat

Posted by [jcartwright](#) on Tuesday, June 28th 2011



The Asia and Middle East Bureaus’ retreat will be held on Thursday, July 7, from 2 p.m. to 5 p.m. at Bowl America in Falls Church.

If you would like to attend, please let Marian Venable know as soon as possible. Each participant will be responsible for the cost of two games and shoe rental.

Also, **drivers are needed**, so please let Marian know if you are able to take passengers.

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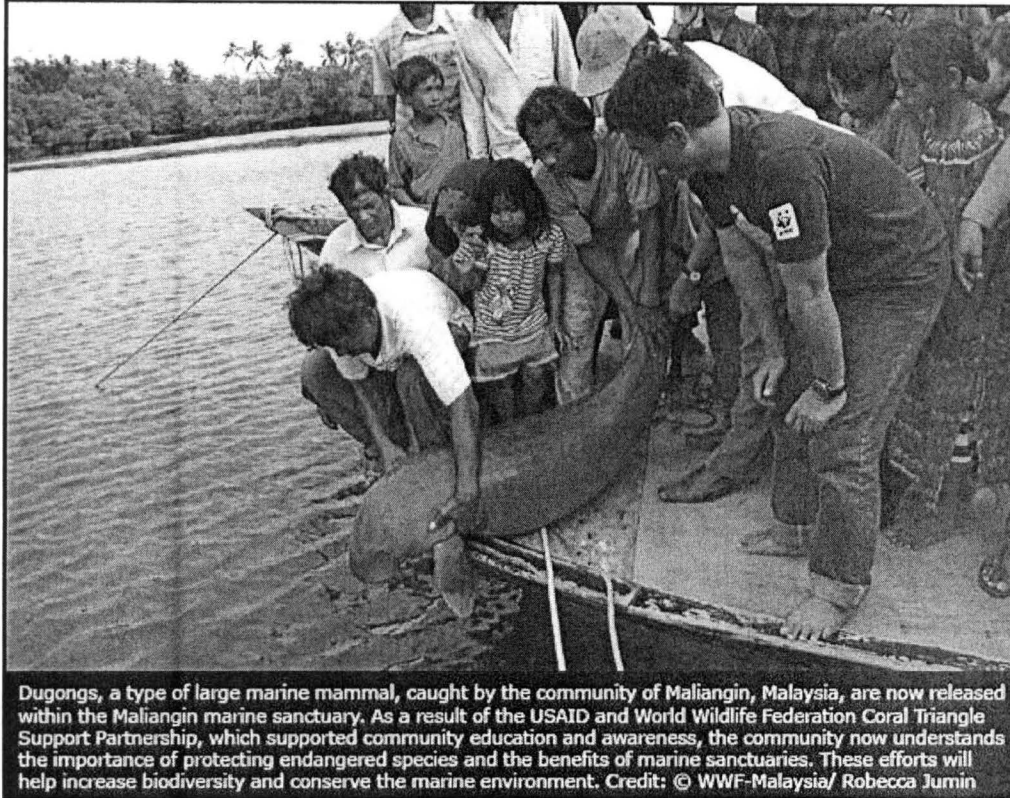
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Photo of the day

Posted by [jcartwright](#) on Tuesday, June 7th 2011

FrontLines and EGAT teamed up for a [photo contest](#) focused on the environment.

The winning photo below highlights the work of the USAID-supported Coral Triangle Initiative, a partnership designed to safeguard the rich marine biodiversity off the coasts of Indonesia, Malaysia, Papua New Guinea, the Philippines, Solomon Islands, and Timor-Leste.



View other winning photos at: http://www.usaid.gov/our_work/environment/photo_contest/

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Telework Agreements/Checklists are due SOON!

Posted by [cagarcia](#) on Tuesday, May 24th 2011

By **June 7th**- All staff/contract modalities (except CASU's and IC's) must submit the following:

- [Telework Agreement](#)
- [Telework Safety, Training, and Resource Checklist](#)
- [Telework Eligibility Worksheet](#) (*we encourage all managers to have staff fill this out*)

By **June 30th**, CASU's and IC's must submit the following:

- [Contractors Company Telework Permission letters](#)
- [Telework Agreement](#)
- [Telework Safety, Training, and Resource Checklist](#)
- [Telework Eligibility Worksheet](#)

If you have any questions, please email Carla Garcia (cagarcia@usaid.gov/).

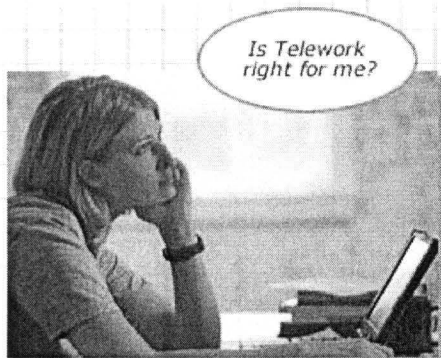
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Make-up Telework Training Session Available!

Posted by [ccordoba](#) on Friday, May 13th 2011

ASIA/ME Bureau's will have a Make-up Telework Training Session next week



Date: **May 18, 2011**

Time: **11am – 12pm**

Location: **4.09-066**

Effective June 7th, **only** those federal workers with a new signed telework agreement on file who have completed the training will be eligible to telework. If you have not attended a session, please contact Carla Cordoba (Garcia) to sign up for this session.

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New issue of FrontLines

Posted by [jcartwright](#) on Tuesday, May 10th 2011

FRONTLINES

Programs in the Asia region feature prominently in the latest edition of *FrontLines*:

[“Wanted: Primary Care Docs in Kyrgyzstan“](#)

[“Bangladesh, a Safer Place for Mothers“](#)

[“Out of Hardship, a Health Advocate Is Born” \(Cambodia\)](#)

Other great articles to read in this issue:

An exclusive [interview with U.S. Lt. Gen. John Allen](#) on how the United States’ military and civilian arms found common ground in Iraq. Allen is President Obama’s new nominee to lead U.S. and NATO forces in Afghanistan

An exclusive [interview with WHO’s Dr. Margaret Chan](#), who speaks about how educating girls and empowering women yields generational health gains

How the new [Global Health Initiative](#) is building on a foundation of partnerships as key to healthier families, communities and countries

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• **Samples and Templates**

- [Action Memo](#)
- [Briefer](#)
- [Other ES Samples](#)
- [PowerPoint Template](#)
- [USAID Letterhead](#)

• **Upcoming Events**

September 5: Labor Day

September 6: Congress back in session

September 8: International Literacy Day

September 9 (10-11am): Tsunami Displacement Study: Lessons for Climate Change Adaptation Programming, IRG, 1211 Connecticut Ave NW

September 19-21: United Nations General Assembly

November 7-9: Worldwide Mission Directors Conference, Lansdowne

• **📄 Mission Press Releases**

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Home Page

Our Vision

A democratic, prosperous, and peaceful Europe and Eurasia

Our Mission

To achieve the transformation of E&E countries into sustainable partners by supporting broad based human progress, economic growth, and democratic development

E&E Calendar of Events

The screenshot shows a web-based calendar interface for the E&E Bureau. It features a monthly grid with columns for days of the week and rows for dates. Numerous events are listed within the grid cells, including dates, times, and brief descriptions of activities. The interface includes navigation tabs for 'Month', 'Week', and 'Day', and search filters for 'Event Category' and 'Event Location'.

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- Governing Justly and Democratically
- Investing In People
- Economic Growth

Latest Updates

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[Health: MSM Regional Analysis Report, Nov 2010 and MAT Toolkit, Sept 2010](#)

[Program Officer's Conference, Nov 2010](#)

[Family Planning and Reproductive Health \(Updated May 2010\)](#)

[2010 E&E Health Vulnerability Analysis, March 2010](#)

[E&E Development Planning Framework for FY 2008-2012](#)

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Islam, Democracy and Development in Europe and Eurasia

Following the events of September 11, 2001, it became clear that few E&E staff in Washington or the field had any expertise on Islam and Muslim culture in Europe and Eurasia. Muslims are in the majority in ten E&E countries (including Turkey) and constitute important minority groups in at least six countries. As a result of up to 70 years of Soviet control, Islam has become more of an identity than a religion to many Muslims in these countries. This site provides resources useful for understanding the unique environment for Islam in this region, and provides a context for understanding the ways in which democracy, human rights, and religious freedom can be promoted in the regions with a historic connection to Islam.

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Site Actions 



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[Partnership Community of Practice](#)

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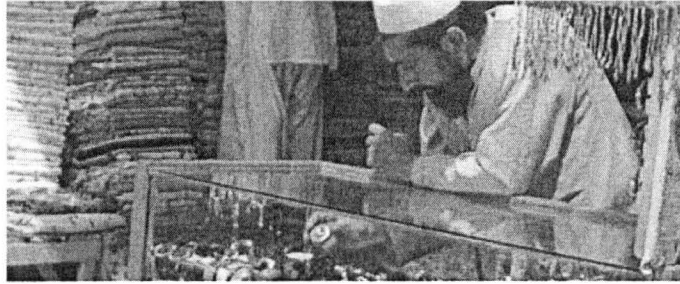
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Philanthropy Shows Remittance Flows Remain Strong | GDA: The Killers, USAID, and MTV Unite Against

ABOUT THE GDA:

The Private Sector Alliances' Global Development Alliance (GDA) methodology is USAID's commitment to change the way we implement our assistance mandate. GDA mobilizes the ideas, efforts and resources of governments, businesses and civil society by forging public-private alliances to stimulate economic growth, develop businesses and workforces, address health and environmental issues, and expand access to education and technology.

In the 1970s, 70 percent of resource flows from the United States to the developing world were from official development assistance and 30 percent were private. Today, 85 percent of resource flows from the United States to the developing world are private and 15 percent are public. These changes in flows reflect the emergence of the private for-profit sector and the non-governmental sector as significant participants in the development process. The Global Development Alliance approach responds to this changed environment, and it extends USAID's reach and effectiveness in meeting development objectives by combining its strengths with the resources and capabilities of other prominent actors.

Alliances incorporate the breadth of USAID and partner resources to arrive at solutions only available through pooled efforts. The resources united are as diverse as the alliances themselves, including technology and intellectual property rights, market creation, best practices, policy influence, in-country networks, and expertise in development programs ranging from international trade to biodiversity protection. Together, the combination of complementary assets has encouraged innovative approaches, more effective problem solving and deeper impact. Importantly, public-private sector conversations almost always lead to a better understanding of the challenge.

QUICK LINKS:

- [2011 APS](#)
- [2010 Supporting Technology & Entrepreneurship Program \(STEP\) LWA with Cisco](#)
- [Alliance Assessment Framework](#)
- [Building Alliances Sector Guides](#)
- [Business and Alliance Weekly](#)
- [Community of Practice](#)
- [Diaspora Engagement](#)
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KEY LINKS:

[CBJ 2009](#)

[CBJ 2010](#)

[CBJ 2011](#)

[Country Profiles](#)

[Desk Officer Toolkit](#)

[LAC Databook](#)

NEWS & EVENTS

Budget

- [FY 2011 Congressional Budget Justification](#)
- [FY 2012 Mission Strategic Resource Plans \(MSRPs\)](#)
- [Download FY 2011 CBJ Budget Templates](#)

OP Plans

[From USAID's website](#)

[From State's Website](#)

In the Spotlight:

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SECTORS UPDATES

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Economic Growth:

Environment:

FROM THE FRONT OFFICE

AA Mark Feierstein

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Friday September 2, 2011

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▶ Middle East

- [Middle East Homepage](#)

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...that you can see a list of web sites you have visited recently by clicking the History button on the toolbar?

ABOUT USAID

LOCATIONS

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CAREERS

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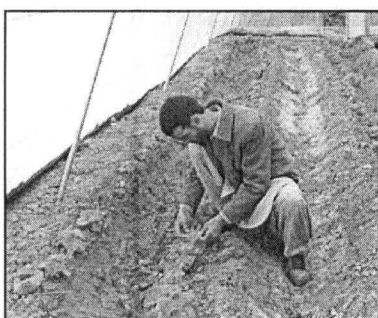
AGRICULTURE



You are here » [Home](#) » [Our Work](#) » [Agriculture](#)

Overview

Agricultural development is a proven [engine of growth](#) that reduces global hunger and poverty. Historical evidence from 18th century England, 19th century Japan, and modern China shows that agricultural growth was a key factor in industrial growth and economic development.



USAID supported greenhouses allow farmers in Afghanistan like Mola Shah Goel to grow fruits and vegetables for sale year round.

The recent [global recession](#) and [food price crisis](#) added to the suffering of people living in poverty and with chronic hunger. Around 75% of people in developing countries live in rural areas, with the vast majority dependent on agriculture for their livelihoods. In many famine prevalent countries, farming is done mostly by women. However, women only own 2% of land worldwide and often have limited access to agriculture inputs, loans, and opportunities to learn about improved techniques.

The [United Nations Millennium Development Goals](#) brought global attention to the problem of food insecurity and the important role of agriculture innovation and investment in developing countries. The first goal calls for the eradication of extreme poverty and hunger and requires significant investment in agriculture by donors, developing countries, and the private sector. USAID assists developing countries harness agriculture for economic growth to increase the supply and lower the cost of food by making agriculture more efficient, productive, and sustainable.

At the April 2009 G20 Summit, President Obama called upon Congress to [double U.S. support for agricultural development](#) in developing countries to more than \$1 billion. Recognizing that solving food insecurity requires engaging the world's poorest populations toward rapid, sustained economic growth, the President tasked USAID to take a leading role in the endeavor.

USAID's approach

USAID has a long history of technical leadership in international agricultural development by drawing upon the expertise of U.S. universities, industry, non-governmental and private voluntary organizations, multilateral development partners, and its own technical staff. USAID supports country-driven strategies and invests in strengthening both public and private institutions that underpin growth of the agricultural sector. The Agency works throughout the sector, from developing improved seeds and management practices to strengthening the industries along the agricultural value chain. USAID is scaling-up a comprehensive approach to agriculture by:

- Developing [agricultural markets, trade, and finance](#)
- Promoting [food and nutritional security](#)
- Funding [collaborative science and technology research efforts](#)
- Organizing [volunteer technical assistance and extension services](#)
- Fostering support for [biotechnology-related decisions and access](#)
- Developing and supporting sound programs for [livestock and sustainable agriculture](#)

Additional resources

IN THE SPOTLIGHT

Agriculture

QUICK LINKS

PUBLICATIONS

SEARCH

Did You Know?

In 1968, USAID Administrator William Gaud coined the term "Green Revolution."

[Agrilinks](#)

USAID supported site with information on agricultural and food security related topics

[Center for Global Development](#)

Provides several case studies and innovative approaches to agricultural development and food security

[Food and Agriculture Organization of the United Nations](#)

Includes information on current UN food security projects, past food summits, and country briefs

[International Food Policy Research Institute](#)

Works to provide policy solutions to hunger and malnutrition by researching the effects of climate change, food prices, gender inequality, and other factors on agricultural development and food security.

[International Fund for Agricultural Development](#)

Established by the United Nations to finance agricultural development projects

[World Food Program of the United Nations](#)

Provides food assistance during emergency situations

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Last Updated on: November 22, 2010



USAID
FROM THE AMERICAN PEOPLE

Center for Faith Based and Community Initiatives

[THE CFBCI](#)

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MISSION RESOURCES

STRATEGIC PARTNERS GUIDEBOOK (pdf)

HANDOUTS FOR NGO OUTREACH

- [FAQ about the CFBCI \(pdf\)](#)
- [NGO Background Information \(pdf\)](#)
- [List of Capacity Building Organizations \(pdf\)](#)
- [Partnering with USAID \(pdf\)](#)
- [Other NGO Resources \(pdf\)](#)

CAPACITY-BUILDING FOR NGOS

- [Private Voluntary Organization Registration](#)
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REPLICABLE MODELS - MISSIONS

INTERMEDIARY PARTNERSHIPS

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WORKING WITH LOCAL PARTNERS

- [Building Sustainability](#)

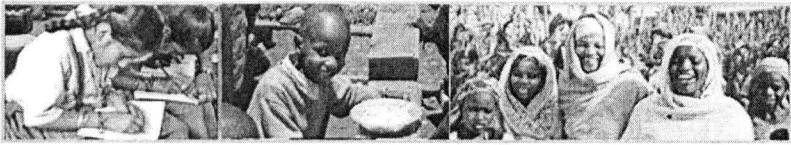
PUBLICATIONS

THE FBCI STRATEGIC PARTNERS GUIDE

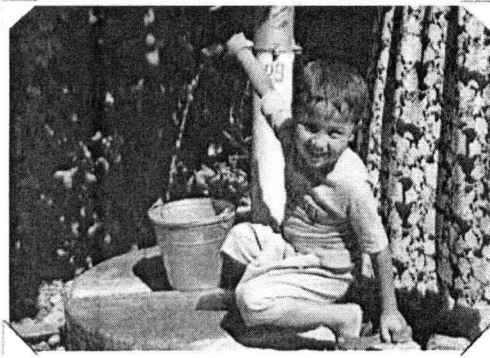
CURRENT NEWSLETTER

- [10.06.10](#)

Tuesday, September 06, 2011



ABOUT THE CFBCI



Uzbek boy gets fresh water from a well in Kyrgyztan. USAID's Peaceful Communities Initiative has rebuilt water and gas distribution systems, as well as improving schools and creating multi-ethnic sports teams and children's festivals.

The Center for Faith-Based and Community Initiatives (CFBCI) at USAID was established in 2002 to create a level playing field for faith and community-based organizations when competing for USAID funding.

The CFBCI works

1. Serve as a bridge between faith and community-based non-government organizations and government.
2. Increase the capacity of faith & community based non-governmental organizations or NGOs to better compete for funding opportunities.
3. Eliminate barriers to faith and community-based organizations.
4. Increase collaboration among the people and organizations addressing some of the greatest social service needs in our world today.

- ▶ **The CFBCI works to ensure that faith and community-based organizations are properly informed about the guidelines that they will need to follow to apply and successfully administer federal funding.** The Center also works to address legal and policy issues and educate USAID staff about the Initiative. Additionally, it links faith and community-based organizations with capacity building resources that can be helpful to them.
- ▶ **The Center supplies information and training, but it does not make the decisions about which groups will be funded.** Those decisions are made through procedures established by each grant program, generally involving a competitive process. No grant funding is set aside for faith-based organizations. Instead, the Faith-Based and Community Initiative creates a "level-playing field" for faith-based as well as other community organizations to compete so that they can work with the government to meet the needs of communities throughout the developing world.
- ▶ **The role faith-based and community organizations can play in meeting development objectives is critical, and providing technical assistance for new and potential partners is important for a level playing field.** Communicating regularly with faith-based and community groups about conferences, funding opportunities, and regulations regarding provision of U.S. Government assistance is essential.
- ▶ **The Center encourages collaboration between groups with similar objectives and goals and regularly highlights conferences and funding**

CFBCI

ARCHIVES

- ▶ PMI REPORTS
- ▶ FOOD FOR PEACE REPORTS
- ▶ OGAC REPORTS
- ▶ PEPFAR REPORTS
- ▶ ALL NEWSLETTERS

UPCOMING EVENTS

2009

- Jan Feb Mar Apr
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READING LIST


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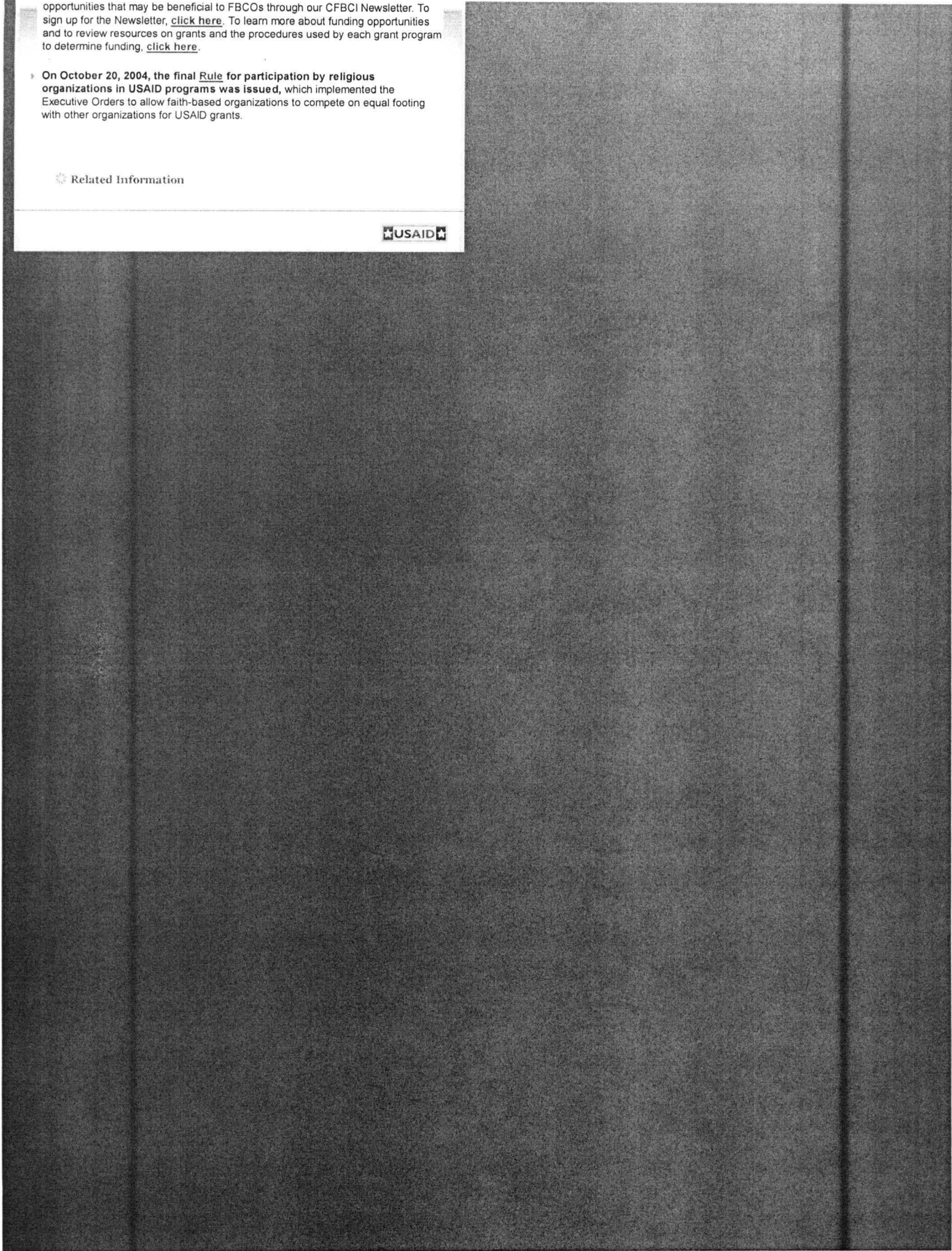
DEVELOPMENT & FAITH-BASED BOOKS & ARTICLES

INTERNET ARTICLES, STUDIES & TIPS

opportunities that may be beneficial to FBCOs through our CFBCI Newsletter. To sign up for the Newsletter, [click here](#). To learn more about funding opportunities and to review resources on grants and the procedures used by each grant program to determine funding, [click here](#).

- ▶ **On October 20, 2004, the final Rule for participation by religious organizations in USAID programs was issued**, which implemented the Executive Orders to allow faith-based organizations to compete on equal footing with other organizations for USAID grants.

 Related Information



CMM Office of Conflict Management and Mitigation

Bureau for Democracy, Conflict and Humanitarian Assistance (DCHA)



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CMM Vision and Mission

CMM envisions an agency that effectively prevents, mitigates and manages the causes and consequences of violent conflict and fragility.

CMM leads USAID's efforts to identify and analyze sources of conflict and fragility; supports early responses to address the causes and consequences of instability and violent conflict; and seeks to integrate conflict mitigation and management into USAID's analysis, strategies and programs.

To learn more about CMM, [click here](#).

Field Support

Download the 2011-2012 [Mission Support Services Snapshot](#) to learn more about the services and products that DCHA/CMM provides to missions and embassies.

Announcements

- USAID is pleased to announce the availability of the Complex Crises Fund (CCF), which will continue to enable the United States government to help prevent, mitigate, and respond to emerging or unforeseen complex crises overseas. Funding from this USAID account, for which Congress appropriated almost \$40 million in FY 2011, may be made available to support programs managed by U.S. government agencies. [Click here to read the cable providing background on the fund and how posts and agencies may access it.](#)
- The Summer 2011 edition of [CMM Alerts](#), the newsletter of the Office of Conflict Management and Mitigation, is now available. See [here](#) for past editions, or check out our [blog](#)

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[Peace Processes](#)

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[Statebuilding](#)

[Gender](#)

[Emerging Trends & Other Topics](#)

[USAID Conflict Mitigation and Management Policy \(234 kb\)](#)

[USAID Conflict Mitigation and Management Policy Implementation Guidelines \(243 kb\)](#)

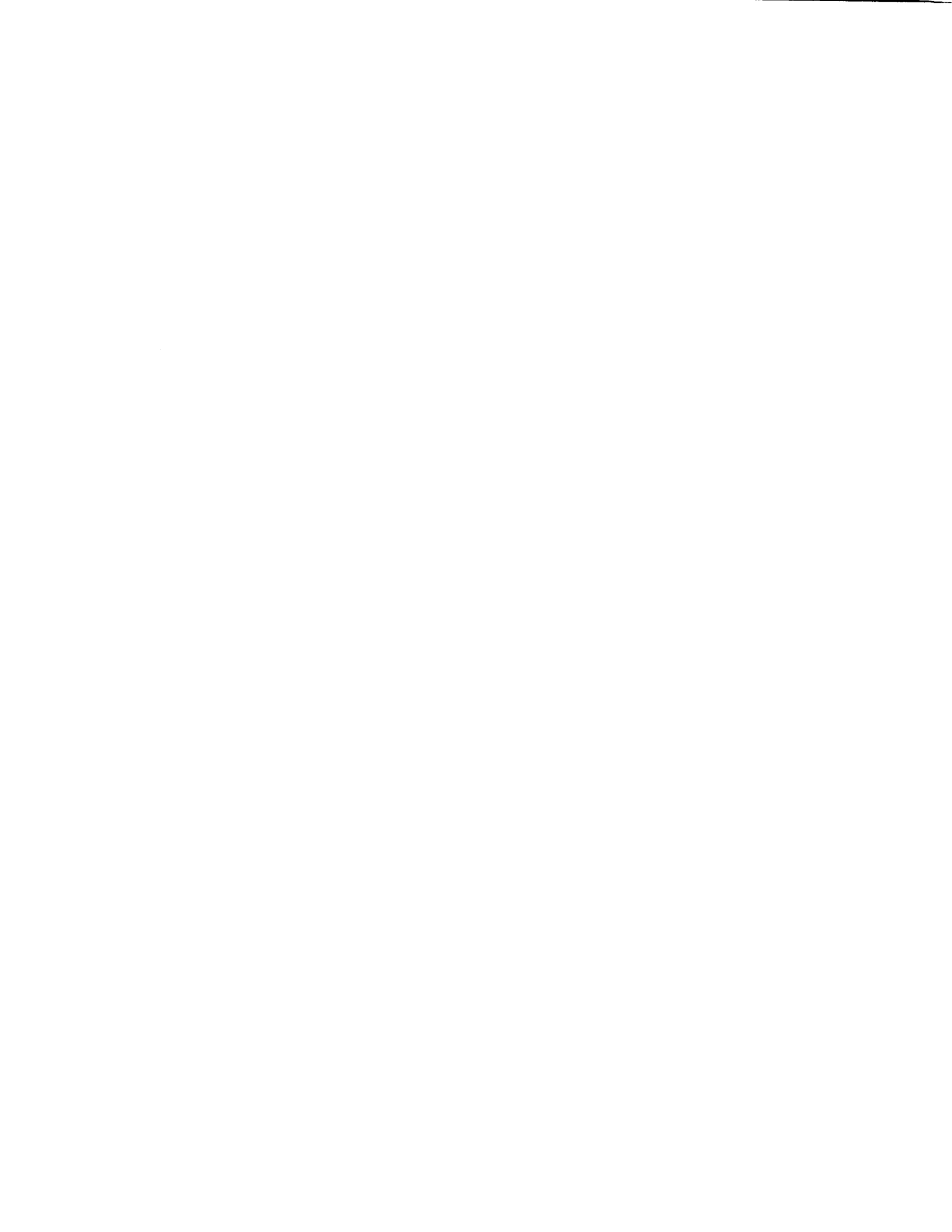
[USAID Fragile States Strategy \(388 KB\)](#)

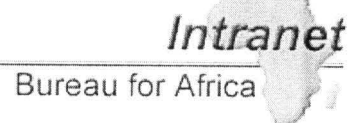
[Other Conflict Publications](#)

For more information about these or other upcoming DCHA/CMM events, contact conflict@usaid.gov.

This page was last updated on August 8, 2011.

DCHA/CMM Intranet – For technical problems with this site, please e-mail conflict@usaid.gov.





Gender in Africa

Home | Admin | Budget | Aid Coordination | CDO Toolkit | Program Officers | Strategic Planning

Updated: Wednesday, 13-Jul-2011 15:49:09 EDT

Gender in Africa

Home

Sectors

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- » Poverty Reduction and Economic Issues
- » Trade and Development
- » Trafficking in Persons
- » Youth

Courses and Training

Gender Links

Historical USAID Documents

Regional Organizations and Protocols

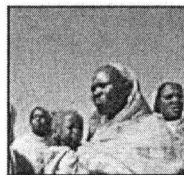
Tools

Current News and Resources



U.N. Approves new "U.N. Women"

The 'High-Level Segment of the Economic and Social Council's (ECOSOC) 2010 Annual Ministerial Review' ended with the adoption of a declaration re-asserting ECOSOC's commitment to achieving gender equality around the globe. The ministerial declaration adopts a variety of measures aimed at promoting gender equality worldwide. The most heralded element of the declaration is the establishment of an official United Nations Entity for Gender Equality and the Empowerment of Women, or U.N. Women, which was approved by the U.N. General Assembly. For more information see Hot Topics.



ADS Revision

In December 2009, USAID issued revised ADS guidelines aiming to strengthen gender integration into USAID programming. Along with the ADS revisions, the EGAT/WID Office has issued a companion document aimed at clarifying concepts and helping missions and their staff implement the changes of the ADS. The Gender Advisor for the Africa Bureau can provide technical assistance regarding these changes upon consultation.

Revisions to ADS Chapters 201, 203, 302, and 303, to Strengthen Gender Integration in USAID Planning and Programming

Additional help document: Guide to Gender Integration and Analysis



Secretary Hillary Clinton's remarks at the UN Commission on the Status of Women

Clinton Repeats "Call To Action" On Women's Equality (AP). The AP (3/12, Lederer) reports that 15 years "after electrifying a UN conference in Beijing with a call for women's equality," Secretary of State Clinton "said Friday that millions of women and girls around the world are still poor, uneducated and treated as inferior human beings. Then as first lady of the United States and today as secretary of state, she delivered the same 'call to action' -- to step up efforts to end discrimination and ensure that women and girls everywhere have equal status and opportunities." Clinton said, "There is still so much more to be done...to fully realize the dreams and potential that we set forth in Beijing because for too many, millions and millions of girls and women, opportunity remains out of reach."

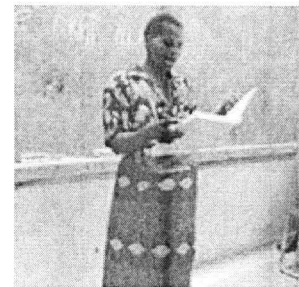


World Survey on the Role of Women in Development Report of the UN Secretary-General (2009)

Women's control over economic resources and

HOT TOPICS

Training to Integrate Gender in Missions' Programming
 Feed the Future (FTF) and Gender
 New UN Agency: UN WOMEN
 Constructive Male Engagement



Gender Integration in Africa

The Africa Bureau supports the integration of gender into policy, programs, and activities. Gender integration is a requirement of USAID programs as stipulated in the ADS.



For questions and other matters related to Gender in Africa, contact Sharon Phillipps. (202) 712-4074 sharonp@usaid.gov



access to financial resources, including microfinance

The *World Survey on the Role of Women in Development* focuses on emerging development issues that have an impact on the role of women in the economy, and is presented to the Second Committee of the General Assembly at five-year intervals. The present report is the sixth *World Survey on the Role of Women in Development*.



UNDP Gender Equality Strategy 2008-2011

As part of its commitment to support capacity development of its national partners to adopt approaches that advance women's rights and take account of the full range of their contributions to development, the UNDP has issued a Gender Strategy 2008-2011. UNDP will ensure the implementation of this strategy by dedicating sufficient internal human and financial resources to its implementation, and actively mobilizing complementary external resources where needed. It will continue and expand its partnerships with UN agencies, including through the up-scaling of innovative models developed and tested by the United Nations Development Fund for Women (UNIFEM).



Africa Development Bank Gender Equality and Women's Empowerment Action Plan 2009-2012

Gender equality continues to remain a challenge on the continent, especially within the context of the on-going Three Fs (Food, Fuel, and Financial) crises. The overall goal of the Bank's gender equality and women's empowerment plan of action is to support economic growth and poverty reduction in regional member countries. The specific objective is to promote sustainable and equitable economic empowerment of men and women.



OECD Report on Aid in Support of Gender Equality and Women's Empowerment.

This report provides data on the support that member countries contribute to fostering gender equality and women's empowerment.



Gender in Agriculture Sourcebook

The Gender in Agriculture Sourcebook provides an up-to-date understanding of gender issues and a rich compilation of compelling evidence of good practices and lessons learned to guide practitioners in integrating gender dimensions into agricultural projects and programs. It serves as a tool for: guidance; showcasing key principles in integrating gender into projects; stimulating the imagination of practitioners to apply lessons learned, experiences, and innovations to the design of future support and investment in the agriculture sector. Updates to the Sourcebook are also available for download from the website.



New FAO database eyes gender gap in land rights

The new Gender and Land Rights Database launched by FAO puts the spotlight on one of the major stumbling blocks to rural development - widespread inequalities between men and women

in their access to land.

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USAID
FROM THE AMERICAN PEOPLE

MINORITY SERVING INSTITUTIONS PROGRAM

Office of Small and Disadvantaged Business Utilization

MSI at USAID

- [USAID Fact Sheet](#)
- [USAID Policy](#)
- [USAID's MSI Committee](#)

PRESIDENTIAL EXECUTIVE ORDERS

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- [Educational Excellence for Hispanic Americans](#)
- [Tribal Colleges and Universities](#)

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ANNUAL FEDERAL PLANS AND REPORTS

- [FY 2005 Report on HBCUs](#)
- [FY 2004 Report on HBCUs](#)
- [FY 2003 Report on HBCUs](#)
- [FY 2002 Report on HSIs](#)
- [FY 2000 Report of HSIs](#)
- [FY 2006 Report on TCUs](#)
- [FY 2005 Report on TCUs](#)

LIST OF MSI COLLEGES AND UNIVERSITIES

- [HBCU](#)
- [HSI](#)
- [TCU](#)

MSI ORGANIZATIONS AND OTHER RELATED WEBSITES

Minority Serving Institutions (MSIs) are institutions of higher education in the United States that either historically or currently have ethnic minority student enrollments of more than 25 percent. Individual Executive Orders have been issued requiring Federal Agencies to increase opportunities for Historically Black Colleges and Universities (HBCUs), Hispanic Serving Institutions (HSIs) and Tribal Colleges and Universities (TCUs) to participate in and benefit from programs and activities in Federal Government Agencies.

The Office of Small and Disadvantaged Business Utilization (OSDBU) coordinates the MSI and Small Business Programs. OSDBU staff is the initial point of contact for MSIs. USAID established a MSI Committee to develop strategies for creating new partnerships and ensure compliance with the Executive Orders. The Committee, which consists of representatives from each bureau and independent office within USAID, is responsible for recommending policies, initiatives, and activities to increase MSI participation in USAID programs and activities.

The MSI unit in the Office of Small and Disadvantaged Business Utilization is responsible for data collection for annual reports to the White House on USAID's plans and performance in utilizing MSIs, information sharing, and providing advice and counsel to HBCUs and other MSIs. They also provide guidance to USAID Bureaus and missions in developing activities and initiatives to increase the participation of HBCUs and other MSIs in USAID programs.

MSIs are involved in activities with USAID around the world, including a variety of research and development projects, participant training, fellowships and internships.

This page was updated on Wednesday, 05-Mar-2008 16:03:12 EST. Questions or Comments?

Please contact: [Tracy Scrivner](#)

- [White House Initiative on Educational Excellence for Hispanic Americans](#)
- [White House Initiative on Historically Black Colleges and Universities](#)
- [White House Initiative on Tribal Colleges and Universities](#)
- American Indian Higher Education Consortium ([AIHEC](#))
- Hispanic Association of Colleges and Universities ([HACU](#))
- National Association for Equal Opportunities in Higher Education ([NAFEO](#))
- [UNCF:Special Programs Corporation](#)

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DIVISIONS

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Private Sector Alliance (PSA)

Private and Voluntary Cooperation (PVC)

Program & Strategic Planning (PSP)

DEVELOPMENT PUBLICATIONS & FEATURED ISSUES

Administrator's Speech to the U.S. Global Leadership Campaign

U.S. National Security Strategy

Effective Aid Management

STAFF RESOURCES

USAID Forward

Feed the Future

Quadrennial Diplomacy and Development Review (QDDR)

Country Development Cooperation Strategy Guidance

Positioning USAID for Success | ODP

ODP Employee Welcome Packet and OP Procedures

USAID University



Foreign Assistance: The Foreign Assistance Dashboard was created in response to the principles of the Paris Declaration on Aid Effectiveness and President Obama's Government Initiative. The goal of the Foreign Assistance Dashboard is to enable a wide variety of stakeholders, including U.S. citizens, civil society organizations, the Congress, U.S. Government (USG) agencies, donors, and partner country governments, to examine, research, and track USG foreign assistance investments in an accessible and easy-to-understand format.



The Council on Foreign Relations: The Quadrennial Diplomacy and Development Review (QDDR), two years in the making, was presented by Secretary of State Hillary Clinton yesterday as a foreign-policy roadmap that sees "leading through civilian power" as a way to save lives and money.....read more.



PRNewswire: Four ACDI/VOCA volunteers were honored yesterday at the USAID Farmer-to-Farmer Volunteer Appreciation event for their outstanding service this year to reduce hunger in poor communities worldwide....read more



Foreign Policy: When historians look back to the moment when the post-Cold War reign of American power ended, they may well settle on 2010 as a crucial year. Everywhere, it seemed, there were signs that the long-predicted "rise of the rest" had finally occurred, whether in the newfound assertiveness of fast-growing China or the impatient diplomacy of new powers like Brazil and Turkey. Foreign Policy's second annual list of the Top 100 Global Thinkers fully reflects that new world....read more



USAID
FROM THE AMERICAN PEOPLE

Today is Friday, September 2.

[Visit GenDev Public Site](#)

EGAT



**Office of
GENDER EQUALITY AND
WOMEN'S EMPOWERMENT**

Supporting Gender Integration throughout USAID

About Us

An introduction to our office, our team, and the senior staff who lead USAID's efforts in gender and women's issues. Includes GenDev team technical expertise and contact information.

Gender Integration & the ADS

Guidance and tips to help USAID officers integrate gender throughout the project cycle, from planning to procurement to M&E. Includes sample SOWs, gender analyses/assessments, and FAQs on ADS gender requirements.

Field Support Mechanisms

Information on field support mechanisms (Gender Integration TA, Anti-Trafficking TA) and the new ADVANTAGE IOC.

Training & Events

Calendar of events, Wednesdays with GenDev, and links to materials from past gender training workshops on Gender Integration, Economic Growth, Trafficking in Persons, and Gender-Based Violence.

Technical Areas

Information and resources on various technical areas especially pertinent to women and gender. Includes both those in which GenDev works and those led by other bureaus like Global Health and DCHA.

Resources & Publications

Links to GenDev resources, pre-populated document lists organized by region, sector, and activity, and a searchable database of publications produced or supported by the GenDev office.

Highlights

IN THE SPOTLIGHT

Deputy Administrator Donald Steinberg has received InterAction's 2011 Mildred Robbins Leet Award for the Advancement of Women
[Learn More](#)



WHAT'S NEW

[8/18/2011: African Women in Agricultural Research and Development \(AWARD\) announces winners of 2011 fellowships](#)

[8/8/2011: Gender Equality and Women's Empowerment - Defining Success, Gender-Related Policy and Strategy - Efforts Underway \(PDF, 232kb\)](#)

[7/27/2011: Message from Carla Koppell, Sr. Coordinator for Gender Equality & Women's Empowerment, to USAID Mission Gender Contacts](#)

[7/22/2011: USAID responds to Horn of Africa crisis, helps mothers and children in Ethiopia's Somali Region](#)

Recent What's New Items

CALENDAR OF EVENTS

[9/13/11: Presentation of "Global Report on the Status of Women in the News Media", Center for International Media Assistance](#)

[9/13/11: Unleashing the Power of Women and Girls, National Geographic Headquarters](#)

[9/21/11: Webinar on "Human Rights and Gender Equality in Evaluations", 9:15am-10:30am EST](#)

More Upcoming Events

Gender Leadership at USAID



Carla Koppell, Senior Coordinator for Gender Equality & Women's Empowerment

Ms. Koppell is accelerating USAID's efforts to integrate gender equality as cross-cutting throughout the agency and provides USAID leadership with expert advice and guidance.



Caren Grown, Senior Gender Advisor

Dr. Grown leads both the PPL Task Team on Policy and Implementation Guidelines on Gender Equality and Female Empowerment and the Gender Champions working group.

BUREAUS

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Bureau for Democracy, Conflict
and Humanitarian Assistance



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2011 Democracy and Governance Calendar

The 2011 calendar includes country elections and international days of recognition related to the promotion of democracy, good governance, and human rights.



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CONTACT INFORMATION: Ph: 202.712.1892 ; Fax: 202.216.3231

DG Learning Center

DG Courses:

- [DG Partners' Conference June 20-21, 2011](#)
- [DG Officers' Workshop June 22-24, 2011](#)
- [DG Fundamentals July 11-15, 2011](#)

The DG Partners' Conference features panels of leading experts in democracy and governance and offers opportunities to interact with the DG Office's current implementing partners. The DG Officers' Workshop sponsors discussions between USAID DG practitioners on cutting-edge initiatives in the DG sector and on the craft of the DG Officer. The Workshop is open to experienced DG officers. Approximately 200 slots are available.

For more information on any of the above courses or on DG Office training in general, contact Virginia Leavitt at vleavitt@usaid.gov.

Archive:

- [DG Officers' Workshop 2010 - Agenda and Speakers](#)

DG Videos:

- [DG E-Learning Video Site](#)

USAID Learning Opportunities:

- [USAID University](#)

DG Professional Development:

- [DCHA competencies](#)
- [DG Reading List](#)
- [Training offered through universities and other training providers](#)
- [Training offered through universities in USAID presence countries](#)

DG Community of Practice/Blog

Share information and ideas with the DG Cadre!

DG Technical Areas

[Civil Society & Media](#)

[Elections and Political Processes \(EPP\)](#)

[Governance \(GOV\)](#)

[Rule of Law \(RoL\)](#)

[Special Programs to Address the Needs of Survivors \(SPANS\)](#)

Cross-cutting:

[EDGE \(Evaluating Democracy & Governance Effectiveness\)](#)

[Strategic Planning and Research \(SAR\)](#)

[DG & Climate Change: Linkages Between the Presidential Initiative and Democracy and Governance](#)

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Check out the DG Publications Manager—search by region, technical area, year or keyword to find new and archived DG technical reports and publications, scopes of work, evaluations, assessments and much more!

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DG News

DG News Feeds

- [International](#)
- [Africa](#)
- [Asia and Near East](#)
- [Europe and Eurasia](#)
- [Latin America and Caribbean](#)



DG eZine

The Democracy & Governance eZine is a monthly publication of the DG office relating key news, resources and events.

[Latest Issue: August 2011](#)

Attachments:

- ["Perceptions of Democracy Assistance" by J. Barkan](#)
- ["Perceptions" Questionnaire](#)
- ["Democratization in Africa 1990-2010: An Assessment" by Gabrielle Lynch and Gordon Crawford](#)
- ["'Well, what can you expect?': donor officials' apologetics for hybrid regimes in Africa" by S. Brown](#)

[eZine Archive](#)

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[SPECIAL NOTICE: DQA and Performance Management Guidance](#)

DG User's Guide

The DG User's Guide provides current information on technical services and implementing mechanisms available through DCHA/DG and other related offices and bureaus.

 [DG User's Guide - November 2010](#)

Useful Resources

USAID Links


 [DG Expert Locator Tool](#)

 [DG Public Site](#)

[Read latest blog post](#)

DG Outreach and Communication

Introduction to DG

 [DG Overview Presentation](#)
(March 2010)


 [DCHA/DG Brochure](#)
(January 2010)

 [DG Division Fact Sheets](#)
(June 2010)

USAID Templates

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 [USAID PPT Template](#)

Guidance for Drafting and Clearing DCHA/DG Publications

 [DG Publication Style Guide](#)

 [DG Publications Checklist](#)


 [Peer Review Decision Tree](#)

Lessons Learned

Click [here](#) to download the [Lessons Learned information capture form](#)


Complete this form to share information about strategic, cutting-edge or innovative DG programs worldwide!


 [USAID Branding Guidelines](#)

 [LPA Telling Our Story](#)

Evaluation

[Overview of current activities](#)

 [Quantitative study, conducted by researchers from Vanderbilt University and the University of Pittsburgh](#) (720MB)

 [National Academies Report in Brief: Improving Democracy Assistance](#) (71KB)

 [F Indicators for GJD](#) (736 KB)

Special Announcements


[NED Country Grants](#)

[EPP Fund Information](#)

[MATADOR Information](#)

 [MATADOR Application](#) (340K)

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Freedom House

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- [Countries at the Crossroads](#)

Regional Barometer Surveys

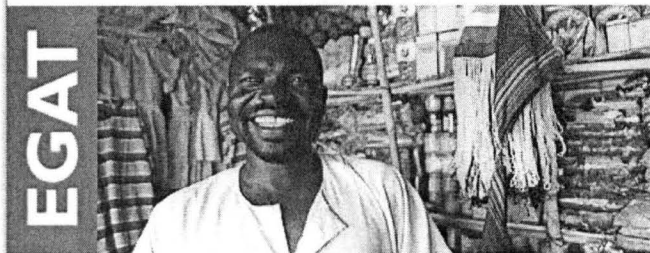
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Office of
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Promoting Private Investment in Development

[What is the Development Credit Authority?](#)

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List of EGAT/DC teams and staff contact information

Evaluations

Full reports and report briefers on evaluations of DCA guarantees

DCA News

April 8 USAID's Development Credit Transfer Authority Increases from \$25 to \$30 million in FY11 Budget Resolution

February 7 [Healthcare: USAID and Diamond Bank Partner to Provide \\$8.3 million for entrepreneurs](#)

January 3 [USAID's Development Credit Authority Releases 2010 Year in Review](#)

November 16 [USAID and Pride Tanzania Partner on Historic Microfinance Bond](#)

October 28 [USAID's DCA Surpasses \\$2 Billion Milestone](#)

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Documents to help with the design and management of DCA guarantees

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Information on training and events related to DCA and development finance

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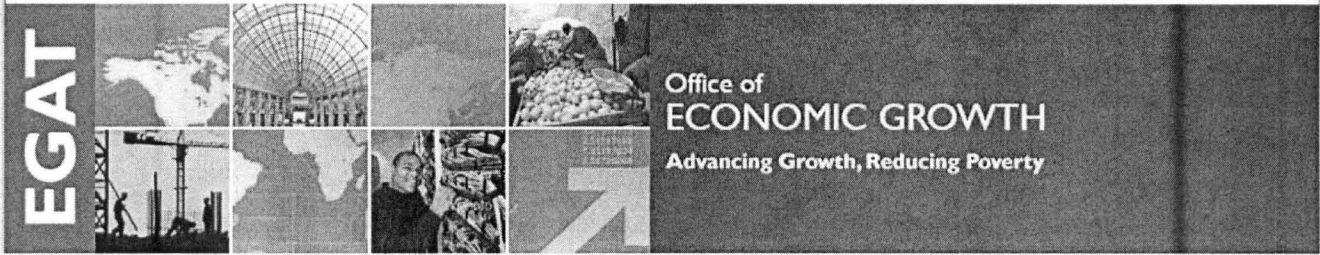
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Mechanisms

Indefinite Quantity Contracts, Leader with Associate Agreements, and other grants and contracts available for your use

Teams

What our teams do, links to team webpages, contacts for team leaders

Training & Events

Dates, times, places, registration details, links to USAID University and FSI

Programs & Partnerships

Our programs and firms and organizations that work with us

Publications

Organized by team and by each stage of the design cycle, with policies, strategies, assessments, indicators, tool kits, and monitoring and evaluation guides

EG Answers

You can ask our team any economic growth related question and get a response within two business days. See the [video](#).

We welcome your suggestions for improving this site. Please contact the [EG Office](#) with your comments, questions or concerns.

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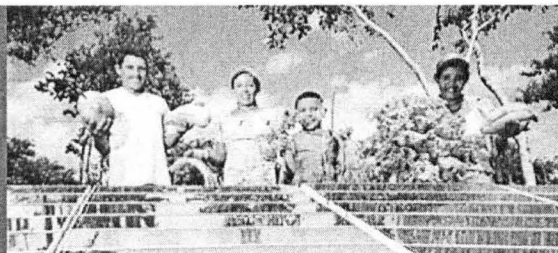


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GLOBAL CLIMATE CHANGE

Office of Environment and Science Policy

III USAID Climate Change Pillars

Overview

Why climate change matters, our approach, climate change pillars, climate science, capacity building, US policy

Tools & Resources

Learn how to program, develop, design, procure, staff, and report on climate change

Country & Regional Programs

Profiles of USAID's climate change programs

Training & Events

Calendar of events, training and materials, E-Learning

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Global Climate Change Team, contacts

What's New

- [U.S. Climate Change Talking Points](#)
- [Jul/Aug 2011: GCC Bulletin: Issue 45](#)
- [Jun/Jul 2011: FrontLines Issue on Climate Change](#)
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GHNET

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View a List of Key Contacts for GH

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NEWSROOM

Google News

AUG 9 Fenton taps Romano as Washington SVP - PRWeek

IMPACTblog

AUG 31 A Personal Thanks to Filipino Americans from USAID/Philippines

AUG 31 On the Road with SCMS, Part 2: In Ethiopia, capacity building helps a health center manage its supply of HIV/AIDS commodities

Internal Announcement

What you can find on GHNET

- 2011 LAC Health Mangers' Retreat
- Country Health Teams List
- BEST Guidance
- GH/CS Guidance
- Users' Guide
- Branding Resources
- Gender Equality and Health
- Junior Officer Rotation Opportunities
- GH Travel Procedures

MEETINGS CALENDAR

September 2011

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Today Tomorrow

There are no meetings scheduled for today

USEFUL TOOLS

- USAID Intranet
- GH Comment Box
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- USAID Expert Locator
- Conference Room Scheduler
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USAID OFFICE OF DEVELOPMENT PARTNERS

FROM THE AMERICAN PEOPLE

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Administrator's Speech to the U.S. Global Leadership Campaign

U.S. National Security Strategy

Effective Aid Management

STAFF RESOURCES

USAID Forward

Feed the Future

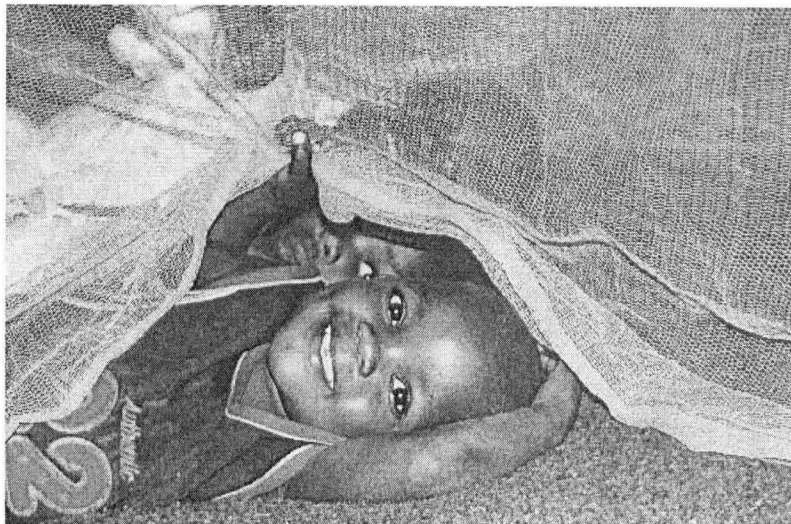
Quadrennial Diplomacy and Development Review (QDDR)

Country Development Cooperation Strategy Guidance

Positioning USAID for Success | ODP

ODP Employee Welcome Packet and OP Procedures

USAID University



Foreign Assistance: The Foreign Assistance Dashboard was created in response to the principles of the Paris Declaration on Aid Effectiveness and President Obama's Government Initiative. The goal of the Foreign Assistance Dashboard is to enable a wide variety of stakeholders, including U.S. citizens, civil society organizations, the Congress, U.S. Government (USG) agencies, donors, and partner country governments, to examine, research, and track USG foreign assistance investments in an accessible and easy-to-understand format.



The Council on Foreign Relations: The Quadrennial Diplomacy and Development Review (QDDR), two years in the making, was presented by Secretary of State Hillary Clinton yesterday as a foreign-policy roadmap that sees "leading through civilian power" as a way to save lives and money....read more.



PRNewswire: Four ACDI/VOCA volunteers were honored yesterday at the USAID farmer-to-Farmer Volunteer Appreciation event for their outstanding service this year to reduce hunger in poor communities worldwide....read more



Foreign Policy: When historians look back to the moment when the post-Cold War reign of American power ended, they may well settle on 2010 as a crucial year. Everywhere, it seemed, there were signs that the long-predicted "rise of the rest" had finally occurred, whether in the newfound assertiveness of fast-growing China or the impatient diplomacy of new powers like Brazil and Turkey. Foreign Policy's second annual list of the Top 100 Global Thinkers fully reflects that new world....read more

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Office of the Director of U.S. Foreign Assistance

The Office of the Director of U.S. Foreign Assistance is charged with directing the transformation of the U.S. Government approach to foreign assistance and with ensuring that foreign assistance is used as effectively as possible to meet broad foreign policy objectives. The Office of the Director of U.S. Foreign Assistance (F) was established in 2006.

For more information on F, updated guidance documents, the latest announcements, or other reference materials, please visit <http://ff.state.sbu>.

Vision Statement

Ensure the strategic and effective use of foreign assistance resources to respond to global needs, make the world safer, and help people better their own lives by supporting programs that:

- Advance human rights and freedoms;
- Promote sustainable economic growth and reduce widespread poverty;
- Promote and support democratic, well-governed states;
- Increase access to quality education, combat disease, and improve public health;
- Respond to urgent humanitarian needs;
- Prevent and respond to conflict; and
- Address transnational threats.

Mission Statement

On behalf of the Secretary of State and the DFA, the Office of the Director of U.S. Foreign Assistance:

- Provides leadership, coordination and strategic direction within the U.S. Government and with external stakeholders to enhance foreign assistance effectiveness and integrates foreign assistance planning and resource management across State and USAID;
- Leads strategic, operational, and performance planning of U.S. foreign assistance with a focus on aligning resources with policy priorities;
- Develops and defends foreign assistance budget requests and allocates State and USAID foreign assistance funding to meet urgent needs and new opportunities and to ensure long-term sustainable investments; and
- Promotes good stewardship of foreign assistance funds by strengthening oversight, accountability, and transparency.

Operating Principles

In order to achieve our vision and mission, our work will be driven by the following operating principles:

- As public servants, we will be accountable to the American people for ensuring the effective use of foreign assistance resources by:
 - Prioritizing the allocation of resources to ensure that U.S. policy objectives are achieved;
 - Emphasizing a country-based focus for planning and programming resources that incorporates functional and transcendent needs and priorities;
 - Ensuring that resource allocations are informed by analysis of country and program performance;
 - Working with others in State and USAID to align program and operational resources; and
 - Carrying out our work with integrity in a transparent and coordinated manner.
- We will be constructive and cooperative partners with our stakeholders by:
 - Respecting and calling upon the expertise of our colleagues;
 - Engaging where F has unique capacity or perspective;
 - Using our convening authority to bring stakeholders together to develop coordinated approaches to issues and challenges;
 - Continually working with our interagency partners to identify and act upon opportunities to improve integration and coordination of foreign assistance; and
 - Being reasonable and balanced in carrying out our work and in our interactions with others.
- We will value our employees as our most important resource by:
 - Recognizing and rewarding collaboration, teamwork, and excellent performance;
 - Encouraging the positive exchange of ideas and perspectives; and
 - Fostering professional development through mentoring, training, and career advancement opportunities.

Last Updated on July 27, 2010.
For question or concerns regarding this site, please contact 202-647-2608.

USAID Web Sites

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SEARCH



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Friday September 2, 2011

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- [ME: Democracy and Governance \(external website\)](#)

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Humanitarian Assistance

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Cross-Sectoral

- [Office of Transition Initiatives \(DCHA/OTI\) \(external website\)](#)
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USAID
FROM THE AMERICAN PEOPLE

October 21, 2011

RE: Appeal #A-00003-08

This is Package #3 of a partial response to your Appeal of the Agency's response to your original Freedom of Information Act request number FOI-015/05.

This package consists of 51 documents equaling 72 pages. If you have any questions or comments, please feel free to contact me at 954-924-9215 or email me at wsmith@usaid.gov.

Sincerely,

Willette L. Smith
FOIA Consultant
Information & Records Division
Office of Management Services

Enclosures: a/s

/wls

Log in to Iraq Intranet



USAID

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Office of Iraq Reconstruction

Mission: (202) 216-6276 | ME/IR DC staff: (202) 712-0448

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About USAID Iraq

The USAID Mission to Iraq was established in the spring of 2003 and is currently directing programs focused on community stabilization, economic governance and national capacity building. In coordination with the wider USG effort these activities will assist in stabilizing areas affected by civil unrest and diminish the influence of elements associated with such disturbances.



With an integrated development approach coordinated with participating USG agencies assigned to the reconstruction in Iraq, the Mission is facilitating the development of the Iraqi government's capacity to deliver essential services, strengthening its economy and the promotion of the rule of law and civil rights. USAID provides a focused approach to essential issues, addressing the root causes of instability and building the foundation for a prosperous Iraq. It bridges the transition from the short-term provision of essential services to long-term, integrated, and Iraqi-led development. USAID's overarching goal is to contribute to stability and security as part of the U.S. government National Strategy for Victory in Iraq.

USAID is a key element of the United States plan for victory in Iraq. Emphasizing responsiveness and

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Washington Applications

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- [Search the \(Iraq\) P Drive](#)
- [ME/IR D.C. staff List](#)

Key documents

- [Selected ME P-drive files](#)
- [Iraq Weekly Status Report](#)
- [Iraq Bi-Weekly update](#)

Admin/Travel

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- [ME/IR D.C. staff](#)
- [Iraq Map Collection](#)
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- [OIP Center](#)

Information officers

sustainability, USAID/Iraq's new strategy calls for an expanded role in supporting focused stabilization, establishing the foundation for economic growth, and building national capacity. These efforts, in the short-term, will help stabilize areas impacted by the insurgency and mitigate the appeal of insurgent recruitment efforts. Over the longer term, the establishment of democratic institutions and sustainable economic development will form the foundations of a stable, democratic, and prosperous Iraq.

Narratives Database Photo Database	Search the (Iraq) P Drive
Links	
USAID Public Web Site USAID Intranet Public USAID Iraq Web Background on Iraq	A Country Study: Iraq Iraq Reconstruction Activity CIA Factbook

USAID/Iraq | Mission: +1-202-216-6276 | Washington: +1-202-712-0448



REGIONAL SERVICES CENTER OVERVIEW

U.S. Agency for International Development

Szabadság tér 7-9, Bank Center

1054 Budapest, Hungary

Main Telephone: +36-1-475-4604

Main Fax: +36-1-302-0693



Located in Budapest, Hungary, USAID/RSC is a regional service provider, responsible for procurement, legal, financial, administrative and training support for its client missions and offices in the region. In 2002 the RSC also assumed responsibility for regional program coordination and management and it currently manages four active regional programs. In February 2009, the Office of Foreign Disaster Assistance established a regional office within the RSC.

The annual budget for programs in Central and Eastern Europe managed by USAID Missions and offices in the region is \$250 million, counting SEED and ESF resources, but excluding disaster assistance. The RSC serves six active medium to large-sized programs in Southeastern Europe (Albania, Bosnia and Herzegovina, Kosovo, Macedonia, Montenegro and Serbia), USAID's program in Cyprus, and a new Development Counselor position in Bulgaria. RSC also supports USAID's Office of Development Partnerships' overseas offices in the US Mission to the European Union (Brussels) and in the US Mission in Geneva, and the closing/closed Missions in Croatia and Romania. The RSC also provides financial services for USAID officers posted to the European and Africa Command (EUCOM and AFRICOM) located in Stuttgart, Germany.

The Office of the Regional Director has overall responsibility for planning, direction, and management of all offices within the RSC. The Regional Director maintains regular contact with USAID Mission Directors managing bilateral programs to ensure the delivery of timely and effective services, and to organize appraisal committees for employee performance reports from smaller Missions. The office is also a training hub for the region, managing a variety of training and continuing education courses throughout the year.

The Office of the Regional Director has overall responsibility for planning, direction, and management of all offices within the RSC. The Regional Director maintains regular contact with USAID Mission Directors managing bilateral programs to ensure the delivery of timely and effective services, and to organize appraisal committees for employee performance reports from smaller Missions. The office is also a training hub for the region, managing a variety of training and continuing education courses throughout the year.

The Regional Legal Advisor and a USPSC lawyer provide a wide range of legal services and advice to the six SEE Missions/offices, Cyprus, Bulgaria, the RSC, USAID offices in Belgium and Switzerland, and transition and disaster assistance organizations. Guidance is provided on U.S. foreign assistance legislation, USAID program operations, anti-terrorism financing, USAID policies and regulations, and ethics and standards of conduct issues.

The Regional Contracting Office (RCO) provides acquisition and assistance (A&A) services for program activities and personnel in six SEE Missions/offices, Cyprus, Bulgaria, Belgium, Switzerland, Germany, the RSC Regional Program Office, and the closing/closed Missions in Croatia and Romania. With 15 staff members, the RCO manages an award portfolio of approximately 400 awards with a combined value of \$2.3 billion, providing the full range of A&A support to client Missions and is responsible for each phase of the A&A cycle, including pre-award, award, administration and close-out.

The Regional Financial Management Center (RFMC) is the official accounting station, which includes accounting, budgeting, payroll, payment, financial analysis and financial management services, for USAID activities of the E&E & ODP Bureaus in six SEE Missions/offices, Cyprus, Bulgaria (plus the closed Missions in Croatia and Romania), Germany, Belgium, and Switzerland. Twenty-one staff members maintain the accounting and financial reporting systems for the region, ensuring that financial activities are conducted in accordance with US Government laws and regulations and providing USAID programs with timely and accurate financial information vital to effective program management. The office provides advice and assistance to USAID programs with respect to audit matters emanating from USAID's Office of Inspector General, the General Accounting Office, and other groups auditing or inspecting USAID financed activities in the region.

The Executive Office (EXO) is responsible for administrative management activities for RSC. Ten EXO staff provide administrative services and logistic support for program operations through direct staff services, indirect commercial and Embassy ICASS services. The Executive Officer also supervises Regional Management Support Office (RMSO, see below).

The Regional Management Support Office (RMSO) provides management assistance to 17 Missions in the region and offices in Brussels and Geneva. Technical assistance, training, consulting, and EXO operations backup are provided through this office. Upon request from client Missions, RMSO also conducts management assessments of Executive Office operations and recommends courses of action to correct deficiencies identified.

The Regional Program Office (RPO) has two staff members responsible for regional projects. Currently, RSC manages three activities supporting civil society strengthening and higher education. The RPO also manages an emerging donors initiative for the region, working alongside new and aspiring EU member states as they establish their official development assistance (ODA) programs, helping them to build their capacity to deliver ODA while also building partnerships in the region between USAID missions and the new donor countries. Additionally, the RPO represents USAID at various fora with a regional perspective. A brief description of the activities follows.

The Office of U.S. Foreign Disaster Assistance (OFDA) opened a regional office in the RSC in early 2009 covering Europe, Eurasia and the Middle East. OFDA is responsible for facilitating and coordinating U.S. Government emergency assistance overseas. OFDA provides humanitarian assistance to save lives, alleviate human suffering, and reduce the social and economic impact of humanitarian emergencies worldwide, responding to natural disasters or in situations when lives or livelihoods are threatened by civil conflict, acts of terrorism, or industrial accidents. In addition to emergency assistance, OFDA funds mitigation activities to reduce the impact of recurrent natural hazards and provides training

to build local capacity for disaster management and response.

Description of RSC program:

http://www.usaid.gov/locations/europe_eurasia/countries/rsc/

OFFICE OF HUMAN RESOURCES

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Welcome Newcomers

Getting started in any new organization can be a challenge. Information below provides guidance for newcomers during the first 60 days in the Ronald Reagan Building.

[Badges](#)

[Getting Setup](#)

[New Employee Orientation](#)

As a newcomer to USAID, this OHR Intranet site will help you rapidly find answers to your most pressing employment questions or help you to locate the OHR staff who can be of assistance.

If you are a Civil Service employee (includes Presidential Management Fellows), Foreign Service Officer (FSO), Foreign Service National (FSN), or a Contractor, this site contains sections that address your particular employment needs. Choose a link for your employment type on the main navigation bar or below.

[Civil Service](#)

[Foreign Service](#)

[FSN](#)

[Contractor](#)

Contact information

If you have questions or comments and you want to speak to someone, visit [Services A-Z](#) for the proper contact person. Or email us at HR-HELPDESK@usaid.gov

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■ [AID/W Building Service Emergency](#)

■ [Telephonic Threats](#)

■ [Criminal or Suspicious Activity](#)

USAID/Washington Emergency Information

Call the USAID Security Operations Center (SOC) at: **202-712-5644** or **911**.

Dialing 911 from a USAID telephone automatically routes the call to the SOC.

TTY/TDD Users call the District of Columbia Telecommunications Relay Service at 202-855-1234 to have the information relayed to the USAID SOC at 202-712-5644.

The SOC is staffed 24 hours per day, seven days per week.

When calling the SOC, state the location and nature of the emergency ♦ fire, medical, suspicious package, or telephonic threat. The SOC will make the necessary additional contacts with:

- the Federal Protective Service (FPS) to permit emergency vehicles and equipment to park on the street;
- the RRB GSA guard force to enable the response team to bypass the security screening station and get into the building; or
- the Health Unit if it is a medical emergency.

[SEC Home](#) | [Office of the Director](#) | [Daily SEC Report](#) | [DoS Travel Advisories](#) | [OS Advisory Council](#) | [RRB Emerg. Info](#) | [SA-44 Emerg. Info](#)

Questions about Emergency Information? Please contact [Marilyn Collins](#), M/AS/OMS.

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USAID Acronym List

This list represents the organizational structure of USAID (per [ADS 101 Rev. 10/2007](#)), and includes links to respective intranet web sites, where applicable. You may use the links below to navigate to a specific area:

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1. OFFICE OF THE ADMINISTRATOR (A/AID)

- Office of the Chief Operating Officer (A/AID/COO)
 - Management Staff (A/AID/COO/M)
 - Program Analysis and Coordination Staff (A/AID/COO/PAC)

2. OFFICE OF THE EXECUTIVE SECRETARIAT (ES)

- Executive Secretariat Operations Center (ES/OP)

3. OFFICE OF DEVELOPMENT PARTNERS (ODP)

- Office of the Director (ODP/OD)
- Private Sector Alliances Division (ODP/PSA)
- Bilateral & Multilateral Donors Division (ODP/BMD)
- Millenium Challenge Coordination Division (ODP/MCC)

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4. OFFICE OF SECURITY (SEC)

- Office of the Director (SEC/OD)
- Personnel, Information and Domestic Security Division (SEC/PIDS)
- Physical Security Programs Division (SEC/PSP)

5. OFFICE OF CIVIL RIGHTS AND DIVERSITY (OCRD)

- Office of the Director (OCRD/OD)

6. BUREAU FOR FOREIGN ASSISTANCE (FA)

- Global/Functional Office (FA/GF)
- Office of the Chief Operating Officer for F (FA/COO)
 - Program Management Office (FA/COO/PM)
 - Resource and Appropriations Division (FA/COO/PM/RA)
 - Program Integration Division (FA/COO/PM/PI)
 - Strategic Information, Monitoring & Evaluation Division (FA/COO/PM/SIM&E)
 - Africa Regional Office (FA/COO/AFR)
 - Near East Regional Office (FA/COO/NEA)
 - Europe Regional Office (FA/COO/EUR)
 - East Asia Pacific and South Central Asia Regional Office (FA/COO/EAP&SCA)
 - Western Hemisphere Affairs Regional Office (FA/COO/WHA)

7. OFFICE OF HUMAN RESOURCES (HR)

- Office of the Director (HR/OD)

- Policy, Planning and Information Management Division (HR/PPIM)
- Employee and Labor Relations Division (HR/ELR)
- Civil Service Personnel Division (HR/CSP)
 - Program Oversight Branch (HR/CSP/PO)
 - Recruitment and Staffing Branch (HR/CSP/RS)
 - Classification Branch (HR/CSP/C)
- Training and Education Division (HR/TE)
- Foreign Service Personnel Division (HR/FSP)
 - Foreign Service Staffing Branch (HR/FSP/FSS)
 - Special Programs Branch (HR/FSP/SP)

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8. **OFFICE OF THE INSPECTOR GENERAL (OIG)**

- Management (AIG/M)
- Assistant Inspector General for Management (OIG/AIG/M)
- Financial Resources Division (OIG/M/FR)
- Human Capital Division (OIG/M/HC)
- Information Management Division (OIG/M/IM)
- Millenium Challenge Corporation (AIG/MCC)
- Assistant Inspector General for Millennium Challenge Corporation (OIG/AIG/MCC)
- Financial Audits Division (OIG/MCC/FA)
- Performance Audits Division (OIG/MCC/PA)
- Audit (AIG/A)
- Assistant Inspector General for Audit (OIG/AIG/A)
- Headquarters Liaison & Coordination Division (OIG/A/HL&C)
- Performance Audits Division (OIG/A/PA)
- Financial Audits Division (OIG/A/FA)
- Information Technology & Special Audits Division (OIG/A/IT&SA)
- Investigations (AIG/I)
- Assistant Inspector General for Investigations (OIG/AIG/I)
- Africa-Near East Division (OIG//AFR-NE)
- Latin America & the Caribbean-Europe & Eurasia Division (OIG//LAC-E&E-A)
- Foreign Service Reassignment Complement (COMP/REASS/IG/W)

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9. **OFFICE OF SMALL AND DISADVANTAGED BUSINESS UTILIZATION/MINORITY RESOURCE CENTER (OSDBU/MRC)**

10. **OFFICE OF THE GENERAL COUNSEL (GC)**

- Administrative Management Staff (GC/AMS)
- Assistant General Counsel for Ethics and Administration (GC/EA)
- Assistant General Counsel for Litigation and Enforcement (GC/LE)
- Assistant General Counsel for Legislation and Policy (GC/LP)
- Assistant General Counsel for Humanitarian Response (GC/BHR)
- Assistant General Counsel for Global Bureau (GC/G)
- Assistant General Counsel for Contract and Commodity Management (GC/CCM)
- Assistant General Counsel for Africa (GC/AFR)
- Assistant General Counsel for Asia/Near East (GC/ANE)
- Assistant General Counsel for Europe/Eurasia (GC/E&E)
- Assistant General Counsel for Latin America and the Caribbean (GC/LAC)

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11. **BUREAU FOR LEGISLATIVE AND PUBLIC AFFAIRS (LPA)**

- Office of the Assistant Administrator (AA/LPA)
- Congressional Liaison Division (LPA/CL)
- Public Liaison Division (LPA/PL)
- Strategic Communications and Publications Division (LPA/SCP)
- Public Information, Production & Online Services Division (LPA/PIPOS)

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12. **BUREAU FOR MANAGEMENT (M)**

- Office of the Assistant Administrator for Management (AA/M)
- Overseas Management Division (M/OMD)
- Office of Acquisition and Assistance (M/OAA)
 - Office of the Director (M/OAA/OD)
 - Democracy, Conflict Resolution & Humanitarian Assistance Division (M/OAA/DCHA)
 - Economic Growth, Agriculture & Trade Division (M/OAA/EGAT)
 - Global Health Division (M/OAA/GH)
 - GDA, Regional & Other Division (M/OAA/GRO)
 - Transportation Division (M/OAA/T)
 - Cost, Audit and Support Division (M/OAA/CAS)
 - Policy Division (M/OAA/POL)
 - Evaluation Division (M/OAA/EVAL)
- Office of the Chief Information Officer (M/CIO)
 - Immediate Office of the CIO (M/CIO/ICIO)
 - Chief Engineering Staff (M/CIO/CE)
 - Chief Information Security Officer Staff (M/CIO/CISO)
 - Data Management Division (M/CIO/DM)
 - Business Consulting & Client Services Division (M/CIO/BSSC)
 - Budget & Capital Investment Planning Division (M/CIO/BCIP)
 - Contract and Management Services Division (M/CIO/CMS)
 - Knowledge Management Division (M/CIO/KM)
 - Business Systems Engineering Division (M/CIO/BSE)
 - Business Infrastructure Engineering Division (M/CIO/BIE)
 - IT Operations & Maintenance Division (M/CIO/IOM)
- Office of the Chief Financial Officer (M/CFO)
 - Immediate Office of the CFO (M/CFO/ICFO)
 - Financial Policy and Support Division (M/CFO/FPS)
 - Financial Systems Division (M/CFO/FS)
 - Central Accounting and Reporting Division (M/CFO/CAR)
 - Accounting Systems Team (M/CFO/CAR/AST)
 - Washington Financial Services Division (M/CFO/WFS)
 - Credit Team (M/CFO/WFS/CT)
 - Cash Management and Payment Division (M/CFO/CMP)
 - Payroll Division (M/CFO/P)
 - Audit, Performance and Compliance Division (M/CFO/APC)
- Office of Administrative Services (M/AS)
 - Office of the Director (M/AS/OD)
 - Facilities Management Division (M/AS/FMD)
 - Travel and Transportation Division (M/AS/TT)
 - Information and Records Division (M/AS/IRD)
- Office of Management Policy, Budget and Performance (M/MPBP)
 - Office of the Director (M/MPBP/OD)
 - Administrative Management Division (M/MPBP/AMD)
 - Budget Division (M/MPBP/BUD)
 - Policy Division (M/MPBP/POL)
 - Performance Division (M/MPBP/PERF)

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- Office of the Assistant Administrator (AA/AFR)
- Administrative Management Staff (AFR/AMS)
- Office of Sudan Programs (AFR/SP)
- Office of East African Affairs (AFR/EA)
- Office of Southern African Affairs (AFR/SA)
- Office of West African Affairs (AFR/WA)
- Office of Development Planning (AFR/DP)
 - Program Analysis and Budget Division (AFR/DP/PAB)
 - Policy, Outreach, Strategy and Evaluation Division (AFR/DP/POSE)
- Office of Sustainable Development (AFR/SD)
 - Communication, Peacebuilding and Governance Division (AFR/SD/CPG)
 - Economic Growth, Environment and Agriculture Division (AFR/SD/EGEA)
 - Education Division (AFR/SD/ED)
- Program Funded Non-Career Personnel (AFR/PFNP)

[^ Back to Top ^](#)**14. BUREAU FOR ASIA (ASIA)**[^ Back to Top ^](#)**15. BUREAU FOR EUROPE AND EURASIA (E&E)**

- Office of the Assistant Administrator (AA/E&E)
- Management Office (E&E/MO)
 - Administrative and Information Services Division (E&E/MO/AIS)
 - Financial Services Division (E&E/MO/FS)
- Program Office (E&E/PO)
 - Strategic Planning and Analysis Division (E&E/PO/SPA)
 - Program Planning and Project Development Division (E&E/PO/PPPD)
- Office of Eurasian Affairs (E&E/EA)
- Office of European Country Affairs (E&E/ECA)
- Office of Economic Growth (E&E/EG)
 - Market Transition Division (E&E/EG/MT)
 - Energy & Infrastructure Division (E&E/EG/EI)
- Office of Democracy, Governance and Social Transition (E&E/DGST)
- Program Funded Non-Career Personnel (E&E/PFNP)

[^ Back to Top ^](#)**16. BUREAU FOR LATIN AMERICA AND THE CARIBBEAN (LAC)**

- Office of the Assistant Administrator (AA/LAC)
- Strategy and Program Office (LAC/SPO)
- Office of Regional Sustainable Development (LAC/RSD)
- Office of South American Affairs (LAC/SA)
- Office of Caribbean Affairs (LAC/CAR)
- Office of Central American and Mexican Affairs (LAC/CAM)
- Program Funded Non-Career Personnel (LAC/PFNP)

[^ Back to Top ^](#)**17. BUREAU FOR MIDDLE EAST (ME)**[^ Back to Top ^](#)**18. BUREAU FOR GLOBAL HEALTH (GH)**

- Office of the Assistant Administrator (AA/GH)
- Office of Strategic Planning, Budgeting, and Operations (GH/SPBO)
 - Strategic Planning & Budget Division (GH/SPBO/SPBD)
 - Operations Division (GH/SPBO/OPS)
- Office of Professional Development and Management Support (GH/PDMS)
- Office of Population and Reproductive Health (GH/PRH)
 - Research, Technology and Utilization Division (GH/PRH/RTU)
 - Commodities Security and Logistics Division (GH/PRH/CSL)
 - Service Delivery Improvement Division (GH/PRH/SDI)
 - Policy, Evaluation and Communication Division (GH/PRH/PEC)
- Office of Health, Infectious Diseases and Nutrition (GH/HIDN)
 - Maternal and Child Health Division (GH/HIDN/MCH)
 - Infectious Diseases Division (GH/HIDN/ID)
 - Nutrition Division (GH/HIDN/NUT)
 - Health Systems Division (GH/HIDN/HIS)
- Office of Regional and Country Support (GH/RCS)
- Office of HIV/AIDS (GH/OHA)
 - Technical Leadership & Research Division (GH/OHA/TLR)
 - Implementation Support Division (GH/OHA/IS)
 - Strategic Planning, Evaluation & Reporting Division (GH/OHA/SPER)
- Program Funded Non-Career Personnel (GH/PFNP)

[^ Back to Top ^](#)**19. BUREAU FOR ECONOMIC GROWTH, AGRICULTURE AND TRADE (EGAT)**

- Office of the Assistant Administrator (AA/EGAT)
- Office of Women in Development (EGAT/WID)
- Office of Program Analysis, Implementation, Communications and Outreach (EGAT/PAICO)
 - Communications and Knowledge Management Team (EGAT/PAICO/CKM)
 - Program Analysis and Mission Support Team (EGAT/PAICO/PAMS)
 - Program Implementation Team (EGAT/PAICO/PI)
- Office of Professional Development and Administrative Management (EGAT/PDAM)
- Office of Economic Growth (EGAT/EG)
 - Trade and Investment Team (EGAT/EG/TI)
 - Economic Policy and Governance Team (EGAT/EG/EPG)
 - Enterprise Development and Financial Markets Team (EGAT/EG/EDFM)
- Office of Poverty Reduction (EGAT/PR)
 - Microenterprise Development Team (EGAT/PR/MD)
 - Poverty Analysis & Social Safety Net Team (EGAT/PR/PASSN)
 - Urban Programs Team (EGAT/PR/UP)
- Office of Education (EGAT/ED)
 - Basic Education Team (EGAT/ED/BE)
 - Higher Education and Workforce Team (EGAT/ED/HEW)
 - Participant Training Team (EGAT/ED/PT)
- Office of Development Credit (EGAT/DC)
- Office of Natural Resources Management (EGAT/NRM)
 - Land Resources Management Team (EGAT/NRM/LRM)
 - Water Team (EGAT/NRM/W)
 - Biodiversity Team (EGAT/NRM/B)
 - Forestry Team (EGAT/NRM/F)
- Office of Environment and Science Policy (EGAT/ESP)
 - Multilateral Policy and Conventions Team (EGAT/ESP/MPC)
 - International Research and Biotechnology Team (EGAT/ESP/IRB)
 - Global Climate Change Team (EGAT/ESP/GCC)
- Office of Infrastructure & Engineering (EGAT/I&E)
 - Energy Team (EGAT/I&E/E)
 - Engineering Services Team (EGAT/I&E/ES)
 - Information and Communications Technology Team (EGAT/I&E/ICT)
- Office of Agriculture (EGAT/AG)
 - Agriculture and Rural Policy/Governance Team (EGAT/AG/ARPG)
 - Agriculture Technology Generation and Outreach Team (EGAT/AG/ATGO)
 - Agribusiness and Markets Team (EGAT/AG/AM)
- Program Funded Non-Career Personnel (EGAT/PFNP)

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20. BUREAU FOR DEMOCRACY, CONFLICT AND HUMANITARIAN ASSISTANCE (DCHA)

- Office of the Assistant Administrator (AA/DCHA)
- Office of Program, Policy and Management (DCHA/PPM)
- Office of U.S. Foreign Disaster Assistance (DCHA/OFDA)
 - Disaster Response and Mitigation Division (DCHA/OFDA/DRM)
 - Operations Division (DCHA/OFDA/OPS)
 - Program Support Division (DCHA/OFDA/PS)
- Office of Food for Peace (DCHA/FFP)
 - Emergency Programs Division (DCHA/FFP/EP)
 - Development Programs Division (DCHA/FFP/DP)
 - Program Operations Division (DCHA/FFP/POD)
 - Policy and Technical Division (DCHA/FFP/PTD)
- Office of Private-Voluntary Cooperation-American Schools & Hospitals Abroad (DCHA/PVCASHA)
 - American Schools & Hospitals Abroad Division (DCHA/PVCASHA/AS)
 - Policy, Planning and Outreach Division (DCHA/PVCASHA/PP)
 - Program Development and Management Division (DCHA/PVCASHA/PD)
- Office of Military Affairs (DCHA/OMA)
 - Planning Division (DCHA/OMA/PD)
 - Operations Division (DCHA/OMA/OPD)
- Office of Transition Initiatives (DCHA/OTI)
- Office of Democracy and Governance (DCHA/DG)
 - Civil Society Division (DCHA/DG/CS)
 - Elections and Political Process Division (DCHA/DG/EPP)

- Governance Division (DCHA/DG/G)
- Rule of Law Division (DCHA/DG/ROL)
- Strategies and Research Division (DCHA/DG/SAR)
- [Office of Conflict, Management and Mitigation \(DCHA/CMM\)](#)
- [Office of Volunteers for Prosperity \(DCHA/VFP\)](#)
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- [Detail Support Complement \(COMP/DETAIL/SUP\)](#)
- [Separation Complement \(COMP/SEPARATION\)](#)
- [Leave Without Pay Complement \(COMP/LWOP\)](#)
- [Language Training Complement \(COMP/FSLT\)](#)
- [Director of Foreign Assistance Complement \(COMP/DFA\)](#)

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Looking for other acronym related resources? Try these links:

- [Developedia The USAID Encyclopedia](#)
- [Acronym Finder](#)
- [GH New Hire Acronym List](#)
- [EGAT/ESP Acronym List](#)
- [Acronyms Used in International Trade](#)

If you know of an **intranet** site that should be on this list, or if you find errors, please [let us know](#).

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Welcome to the USAID Ethics Homepage. This resource, which will be updated on a continuing basis, is intended to assist USAID employees seeking general information on a variety of topics relating to USAID and government-wide statutory and regulatory ETHICS requirements. By using this site, USAID employees will be able to familiarize themselves with the statutes and regulations that govern their ethical conduct as government employees. We have attempted to incorporate interrelated topics with each issue so that the user may obtain a more comprehensive review of his/her particular question. Topics include GC/EA issued guidance and links to other sites.

Please understand, however, that our homepage is not intended to substitute for situation-specific legal advice provided by USAID GC/EA or Regional Legal Advisors (RLAs). While GC/EA encourages USAID employees to use this site to better structure their inquiries and understand their situations, USAID employees should continue to consult GC/EA or their RLAs when ethical questions arise. Employees who fail to consult with appropriate agency ethics officials risk being left vulnerable to civil and criminal investigations that could result in administrative, civil, or criminal penalties.

If you have any questions regarding conflicts of interest or governmental standards of ethical conduct, please contact your RLA or USAID GC/EA.



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PSC Help Desk



Our mission is:

- To serve as the policy source for USAID's Acquisition and Assistance professionals by creating, maintaining, and explaining current Acquisition and Assistance materials that you need to carry out your ongoing responsibilities.
- To provide Subject Matter Experts in key areas of Acquisition and Assistance (A&A) Policy.
- To be the A&A community's forum for the exchange of new ideas and to explore new directions in the growth and development of Agency and Federal Government policy and procedures.
- To create more efficient and effective OAA policy through cooperation with USAID elements and other Federal agency acquisition professionals.

POLICY MATTER

Please see attached [Subject Matter Expert \(SME\) List](#) for Policy functions and persons responsible for those functions.

NOT A POLICY MATTER

Others in M/OAA are responsible for subject matters not on the Policy SME list. Please see [When To Go To Others For Help](#) for a Topical Index of items that are not Policy responsibilities and links to the Appropriate POCs for these items.



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We welcome your comments and suggestions via e-mail at: aawebmaster@usaid.gov.
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Bureau for Policy, Planning & Learning



The **Bureau for Policy, Planning and Learning (PPL)** is responsible for leading the Agency's policy planning efforts, shaping overall strategic and program planning, ensuring the Agency's evolution as a learning and evaluation organization, overseeing donor engagement and institutionalizing science and technology in our work while guiding USAID as the premier development agency.

About the PPL Bureau

- PPL** Office of **Policy**
Producing sound, evidence-based policies, strategies, and policy analysis
- PPL** Office of **Strategic & Program Planning**
Revitalizing strategic and program planning and project design
- PPL** Office of **Learning, Evaluation & Research**
Promoting evidence-based development
- PPL** Office of **Donor Engagement**
Achieving results through donor coordination and cooperation
- PPL** Office of **Science & Technology**
Transforming development through science and technology

The Policy Pulse

PPL's newsletter

New! Middle East Strategic Planning Group

PPL Highlights

LERning Competition

The deadline for submitting evaluation proposals to the "LERning" Competition was Friday, July 8 and we are happy to report there was a great response. The competition was designed to support missions and operating units to meet the requirements of the new evaluation policy. [more...](#)

Partnerships for Enhanced Engagement in Research (PEER)

USAID announced a new program, Partnership for Enhanced Engagement in Research (PEER) on July 7, 2011 with the U.S. National Science Foundation (NSF) to build and strengthen science and technology capacity in developing countries through cooperative research grants, improved access to scientific knowledge, and higher education and training opportunities. [more...](#)

PPL Speaker Series

Development Forum

- Development Forum: Radically Rethinking Global Poverty, a conversation with Dr. Esther Duflo
- Development Forum: Consolidating Democracy and Development in Post-Conflict Liberia, a conversation with President Ellen Johnson Sirleaf

Policy Seminars

- Dr. Harry Broadman, "China & India in Africa"
- Sarah Cliffe, World Development Report (WDR): Conflict, Security and Development
- Dr. Amy Smith, Director of the Development Lab (D-Lab) at the Massachusetts Institute of Technology

Calendar

UN Conference on Sustainable Development:

High Level Dialogue on the Institutional Framework
for Sustainable Development
July 19-21, 2011 - Solo, Indonesia

Tidewater 2011
July 20-22, 2011 - Wilton Park, UK

Evaluation for Program Managers Course
August 8-12, 2011 - Washington, DC

[Click here to view more events](#)

We welcome your suggestions for improving this site. Please contact the PPL office with your comments, questions, or concerns.

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Our Vision

A democratic, prosperous, and peaceful Europe and Eurasia

Our Mission

To achieve the transformation of E&E countries into sustainable partners by supporting broad based human progress, economic growth, and democratic development

E&E Calendar of Events

Day	Month	Year	Event	Start	End	Category
1	September	2010	USAID Bureau for Europe and Eurasia (E&E) - 2010-2011 Strategic Plan Review Meeting	09/01/2010	09/01/2010	Internal
2	September	2010	USAID Bureau for Europe and Eurasia (E&E) - 2010-2011 Strategic Plan Review Meeting	09/02/2010	09/02/2010	Internal
3	September	2010	USAID Bureau for Europe and Eurasia (E&E) - 2010-2011 Strategic Plan Review Meeting	09/03/2010	09/03/2010	Internal
4	September	2010	USAID Bureau for Europe and Eurasia (E&E) - 2010-2011 Strategic Plan Review Meeting	09/04/2010	09/04/2010	Internal
5	September	2010	USAID Bureau for Europe and Eurasia (E&E) - 2010-2011 Strategic Plan Review Meeting	09/05/2010	09/05/2010	Internal
6	September	2010	USAID Bureau for Europe and Eurasia (E&E) - 2010-2011 Strategic Plan Review Meeting	09/06/2010	09/06/2010	Internal
7	September	2010	USAID Bureau for Europe and Eurasia (E&E) - 2010-2011 Strategic Plan Review Meeting	09/07/2010	09/07/2010	Internal
8	September	2010	USAID Bureau for Europe and Eurasia (E&E) - 2010-2011 Strategic Plan Review Meeting	09/08/2010	09/08/2010	Internal
9	September	2010	USAID Bureau for Europe and Eurasia (E&E) - 2010-2011 Strategic Plan Review Meeting	09/09/2010	09/09/2010	Internal
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13	September	2010	USAID Bureau for Europe and Eurasia (E&E) - 2010-2011 Strategic Plan Review Meeting	09/13/2010	09/13/2010	Internal
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22	September	2010	USAID Bureau for Europe and Eurasia (E&E) - 2010-2011 Strategic Plan Review Meeting	09/22/2010	09/22/2010	Internal
23	September	2010	USAID Bureau for Europe and Eurasia (E&E) - 2010-2011 Strategic Plan Review Meeting	09/23/2010	09/23/2010	Internal
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27	September	2010	USAID Bureau for Europe and Eurasia (E&E) - 2010-2011 Strategic Plan Review Meeting	09/27/2010	09/27/2010	Internal
28	September	2010	USAID Bureau for Europe and Eurasia (E&E) - 2010-2011 Strategic Plan Review Meeting	09/28/2010	09/28/2010	Internal
29	September	2010	USAID Bureau for Europe and Eurasia (E&E) - 2010-2011 Strategic Plan Review Meeting	09/29/2010	09/29/2010	Internal
30	September	2010	USAID Bureau for Europe and Eurasia (E&E) - 2010-2011 Strategic Plan Review Meeting	09/30/2010	09/30/2010	Internal

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- Governing Justly and Democratically
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[Health: MSM Regional Analysis Report, Nov 2010 and MAT Toolkit, Sept 2010](#)

[Program Officer's Conference, Nov 2010](#)

[Family Planning and Reproductive Health \(Updated May 2010\)](#)

[2010 E&E Health Vulnerability Analysis, March 2010](#)

[E&E Development Planning Framework for FY 2008-2012](#)



USAID OFFICE OF DEVELOPMENT PARTNERS

FROM THE AMERICAN PEOPLE

GDA ODP ODP FORUMS CONTACT US

PRIVATE SECTOR ALLIANCES

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ALLIANCE BUILDERS TOOLBOX

- [*UPDATED* Tools for Alliance Builders](#)
- [Toolbox for Partnership with Local Private Sector](#)

ALLIANCE DATABASE

- [Private Sector Alliances Database](#)

PSA (GDA) APS

- [2011 APS](#)

PARTNERSHIP REPORTING

- [Partnership Reporting System](#)

ALLIANCE INNOVATION

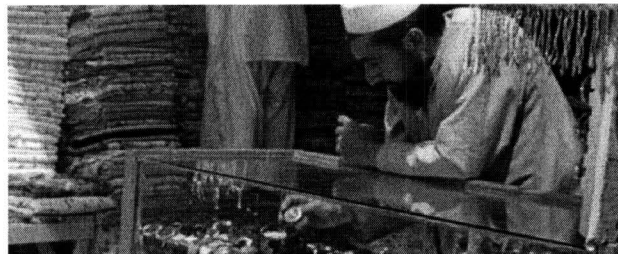
- [Diaspora Engagement Remittance and Beyond](#)

PSA NEWSLETTER

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MARKETING MATERIALS AND PUBLICATIONS

- [**NEW** Technical Assistance for Missions Fact Sheet](#)
- [Alliances in Action](#)
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- [Building Alliances Sector Guide Series](#)
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Philanthropy Shows Remittance Flows Remain Strong | GDA: The Killers, USAID, and MTV Unite Against Tr

WebPartMiniCalendar ▾

August 2011						
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One-Day Workshop ▾

USAID: Introduction to Partnerships

One-Day Workshop

August 31, 2011

Washington, D.C.

Deadline: August 25, 2011

[Click here for more info](#)

Participants will learn to identify, develop, maintain and manage effective partnership relationships. Topics include: types of partnerships at USAID, how to assess opportunities to select and develop partnership relations, ways to maintain and sustain partnerships that work. gda@usaid.gov

ABOUT THE GDA:

The Private Sector Alliances' Global Development Alliance (GDA) methodology is USAID's commitment to change the way we implement our assistance mandate. GDA mobilizes the ideas, efforts and resources of governments, businesses and civil society by forging public-private alliances to stimulate economic growth, develop businesses and workforces, address health and environmental issues, and expand access to education and technology.

In the 1970s, 70 percent of resource flows from the United States to the developing world were from official development assistance and 30 percent were private. Today, 85 percent of resource flows from the United States to the developing world are private and 15 percent are public. These changes in flows reflect the emergence of the private for-profit sector and the non-governmental sector as significant participants in the development process. The Global Development Alliance approach responds to this changed environment, and it extends USAID's reach and effectiveness in meeting development objectives by combining its strengths with the resources and capabilities of other prominent actors.

Alliances incorporate the breadth of USAID and partner resources to arrive at solutions only available through pooled efforts. The resources united are as diverse as the alliances themselves, including technology and intellectual property rights, market creation, best practices, policy influence, in-country networks, and expertise in development programs ranging from international trade to biodiversity protection. Together, the combination of complementary assets has encouraged innovative approaches, more effective problem solving and deeper impact. Importantly, public-private sector conversations almost always lead to a better understanding of the challenge.

QUICK LINKS:

- [2011 APS](#)
- [2010 Supporting Technology & Entrepreneurship Program \(STEP\) LWA with Cisco](#)

Fact Sheet
Mission Directors Partnership Checklist
PSA Report: Alliances for Transformational Development
PSA Brochure: Expanding the Impact of Assistance Through Alliances
PSA Pamphlet
Partnering with USAID Guide
Private Sector: Private Sector PPT Presentation
Private Sector: Brochure
Stanford Social Innovation Review
Talking Points
Revaluating PPPs with an Outcomes Based Approach White Paper

- Alliance Assessment Framework
- Building Alliances Sector Guides
- Business and Alliance Weekly
- Community of Practice
- Diaspora Engagement
- Technical Questions on Partnerships

VIDEOS

Creating Sustainable Solutions Through Public-Private Partnerships
Watch the video from the MTV EXIT campaign highlighting the issue of human trafficking

Calendar of Events





Bureau for the Latin America and the Caribbean Intranet

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- Country Profiles
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Budget

- [FY 2011 Congressional Budget Justification](#)
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OP Plans

- [From USAID's website](#)
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- [LAC Mission Statement](#)

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FROM THE FRONT OFFICE

AA Mark Feierstein

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TOOLBOX

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Friday September 2, 2011

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Bureaus

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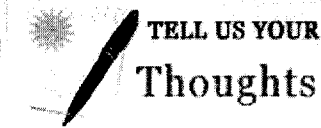
Message from the Acting Executive Secretary

Adm/Logistical Activities

Welcome to the new and improved ES website! We have updated executive correspondence samples, formats, and tools, and have added content related to ES administrative and logistical responsibilities, in order to make ES processes more transparent and customer friendly. Feel free to tell us your thoughts! Click on ES Services and you can send us an email directly to our new customer service mailbox.

Events and News

ES is staffed from 7 a.m. to 7 p.m. For all ES needs, feel free to call our main number, ext. 2- () and to the appropriate staff person, or refer to the ES Staff Contacts page to determine the appropriate ES contact person to meet your needs.



ated periodically with important announcements. Please visit our site feedback on how we can improve it.

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Office of the Director of U.S. Foreign Assistance

The Office of the Director of U.S. Foreign Assistance is charged with directing the transformation of the U.S. Government approach to foreign assistance and with ensuring that foreign assistance is used as effectively as possible to meet broad foreign policy objectives. The Office of the Director of U.S. Foreign Assistance (F) was established in 2006.

For more information on F, updated guidance documents, the latest announcements, or other reference materials, please visit <http://fi.state.sbu>.

Vision Statement

Ensure the strategic and effective use of foreign assistance resources to respond to global needs, make the world safer, and help people better their own lives by supporting programs that:

- Advance human rights and freedoms;
- Promote sustainable economic growth and reduce widespread poverty;
- Promote and support democratic, well-governed states;
- Increase access to quality education, combat disease, and improve public health;
- Respond to urgent humanitarian needs;
- Prevent and respond to conflict; and
- Address transnational threats.

Mission Statement

On behalf of the Secretary of State and the DFA, the Office of the Director of U.S. Foreign Assistance:

- Provides leadership, coordination and strategic direction within the U.S. Government and with external stakeholders to enhance foreign assistance effectiveness and integrates foreign assistance planning and resource management across State and USAID;
- Leads strategic, operational, and performance planning of U.S. foreign assistance with a focus on aligning resources with policy priorities;
- Develops and defends foreign assistance budget requests and allocates State and USAID foreign assistance funding to meet urgent needs and new opportunities and to ensure long-term sustainable investments; and
- Promotes good stewardship of foreign assistance funds by strengthening oversight, accountability, and transparency.

Operating Principles

In order to achieve our vision and mission, our work will be driven by the following operating principles:

- As public servants, we will be accountable to the American people for ensuring the effective use of foreign assistance resources by:
 - Prioritizing the allocation of resources to ensure that U.S. policy objectives are achieved;
 - Emphasizing a country-based focus for planning and programming resources that incorporates functional and transcendent needs and priorities;
 - Ensuring that resource allocations are informed by analysis of country and program performance;
 - Working with others in State and USAID to align program and operational resources; and
 - Carrying out our work with integrity in a transparent and coordinated manner.
- We will be constructive and cooperative partners with our stakeholders by:
 - Respecting and calling upon the expertise of our colleagues;
 - Engaging where F has unique capacity or perspective;
 - Using our convening authority to bring stakeholders together to develop coordinated approaches to issues and challenges;
 - Continually working with our interagency partners to identify and act upon opportunities to improve integration and coordination of foreign assistance, and
 - Being reasonable and balanced in carrying out our work and in our interactions with others.
- We will value our employees as our most important resource by:
 - Recognizing and rewarding collaboration, teamwork, and excellent performance;
 - Encouraging the positive exchange of ideas and perspectives; and
 - Fostering professional development through mentoring, training, and career advancement opportunities.

Last Updated on July 27, 2010.

For question or concerns regarding this site, please contact 202-647-2608.

THE CFBCI Other NGO Resources FAQ about the CFBCI for NGOs

MISSION RESOURCES

STRATEGIC PARTNERS GUIDEBOOK (pdf)

HANDOUTS FOR NGO OUTREACH

- ▲ [FAQ about the CFBCI \(pdf\)](#)
- ▲ [NGO Background Information \(pdf\)](#)
- ▲ [List of Capacity Building Organizations \(pdf\)](#)
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CAPACITY-BUILDING FOR NGOS

- ▲ [Private Voluntary Organization Registration](#)
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REPLICABLE MODELS - MISSIONS INTERMEDIARY PARTNERSHIPS

- ▲ [Mentor Protégé Relationships](#)

WORKING WITH LOCAL PARTNERS

- ▲ [Building Sustainability](#)

PUBLICATIONS

THE FBCI STRATEGIC PARTNERS GUIDE

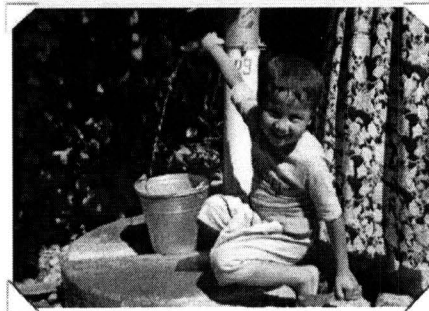
CURRENT NEWSLETTER

- ▲ [10.06.10](#)

Thursday, August 11, 2011



ABOUT THE CFBCI



Uzbek boy gets fresh water from a well in Kyrgyztan. USAID's Peaceful Communities Initiative has rebuilt water and gas distribution systems, as well as improving schools and creating multi-ethnic sports teams and children's festivals.

The Center for Faith-Based and Community Initiatives (CFBCI) at USAID was established in 2002 to create a level playing field for faith and community-based organizations when competing for USAID funding.

The CFBCI works

1. **Serve as a bridge between faith and community-based non-government organizations and government.**
 2. **Increase the capacity of faith & community based non-governmental organizations or NGOs to better compete for funding opportunities.**
 3. **Eliminate barriers to faith and community-based organizations.**
 4. **Increase collaboration among the people and organizations addressing some of the greatest social service needs in our world today.**
- ▶ **The CFBCI works to ensure that faith and community-based organizations are properly informed about the guidelines that they will need to follow to apply and successfully administer federal funding.** The Center also works to address legal and policy issues and educate USAID staff about the Initiative. Additionally, it links faith and community-based organizations with capacity building resources that can be helpful to them.
 - ▶ **The Center supplies information and training, but it does not make the decisions about which groups will be funded.** Those decisions are made through procedures established by each grant program, generally involving a competitive process. No grant funding is set aside for faith-based organizations. Instead, the Faith-Based and Community Initiative creates a "level-playing field" for faith-based as well as other community organizations to compete so that they can work with the government to meet the needs of communities throughout the developing world.
 - ▶ **The role faith-based and community organizations can play in meeting development objectives is critical, and providing technical assistance for new and potential partners is important for a level playing field.** Communicating regularly with faith-based and community groups about conferences, funding opportunities, and regulations regarding provision of U.S. Government assistance is essential.
 - ▶ **The Center encourages collaboration between groups with similar objectives and goals** and regularly highlights conferences and funding opportunities that may be beneficial to FBCOs through our CFBCI Newsletter. To sign up for the Newsletter, [click here](#). To learn more about funding opportunities and to review resources on grants and the procedures used by each grant program to determine funding, [click here](#).

ARCHIVES

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UPCOMING EVENTS

2009			
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On October 20, 2004, the
organizations in USAID p
Executive Orders to allow
with other organizations for

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The Office of General Counsel supports USAID's mission by providing timely legal advice and by representing the Agency in all legal matters. The information on this site is provided as a resource but should never replace consultation with a legal professional. Please consult the [GC and RLA Directory](#) for contact information.

What's New? Recent Changes of Interest

- New [Office of Foreign Assets Control](#) pages added to [Executive Resources](#) section.
- Link to the FY 2008 Appropriations Act and Statement of Managers has been added to the [Statutes](#) page.

For questions or concerns regarding this site, please contact [Erica Swift](#)

OFFICE OF HUMAN RESOURCES

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Benefits

Explanation of Federal benefits and forms to enroll or update personal information

Careers/Jobs

List of available USAID employment opportunities and links to Federal job databases

USAID University

USAID course descriptions, schedules, and registration forms

OHR Applications

Maintain personal information and view staff databases

Evaluations/Resources

AEFs, PARs, HCSP, STAR, directories, awards, salary charts, staffing patterns, videos, & work/life programs

Policies/Regulations

ADS 400s, policies, awards and Code of Federal Regulations (CFR) on Federal service

Seasonal Deadlines

Oct 3rd: Bidding opens on the Major Listing

Oct 24th: Bidding closes on the Major Listing

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[AFPAK Hands Program - 7/22/2011](#)

[Career Development Workshops \(June flyer\) \(July flyer\) - 06/15/2011](#)

[OPM launched the Federal Service Ambassadors \(FSA\) program - 05/13/2011](#)

[Reminder : Deployment Stress Management for USAID employees - 05/12/2011](#)

[GUIDANCE ON THE FURLOUGH - 04/08/2011](#)

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USAID
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MINORITY SERVING INSTITUTIONS PROGRAM
 Office of Small and Disadvantaged Business Utilization

MSI at USAID

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- [USAID Policy](#)
- [USAID's MSI Committee](#)

PRESIDENTIAL EXECUTIVE ORDERS

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- [FY 2005 Report on HBCUs](#)
- [FY 2004 Report on HBCUs](#)
- [FY 2003 Report on HBCUs](#)
- [FY 2002 Report on HSIs](#)
- [FY 2000 Report of HSIs](#)
- [FY 2006 Report on TCUs](#)
- [FY 2005 Report on TCUs](#)

LIST OF MSI COLLEGES AND UNIVERSITIES

- [HBCU](#)
- [HSI](#)
- [TCU](#)

MSI ORGANIZATIONS AND OTHER RELATED WEBSITES

- [White House Initiative on Educational Excellence for Hispanic Americans](#)
- [White House Initiative](#)

Minority Serving Institutions (MSIs) are institutions of higher education in the United States that either historically or currently have ethnic minority student enrollments of more than 25 percent. Individual Executive Orders have been issued requiring Federal Agencies to increase opportunities for Historically Black Colleges and Universities (HBCUs), Hispanic Serving Institutions (HSIs) and Tribal Colleges and Universities (TCUs) to participate in and benefit from programs and activities in Federal Government Agencies.

The Office of Small and Disadvantaged Business Utilization (OSDBU) coordinates the MSI and Small Business Programs. OSDBU staff is the initial point of contact for MSIs. USAID established a MSI Committee to develop strategies for creating new partnerships and ensure compliance with the Executive Orders. The Committee, which consists of representatives from each bureau and independent office within USAID, is responsible for recommending policies, initiatives, and activities to increase MSI participation in USAID programs and activities.

The MSI unit in the Office of Small and Disadvantaged Business Utilization is responsible for data collection for annual reports to the White House on USAID's plans and performance in utilizing MSIs, information sharing, and providing advice and counsel to HBCUs and other MSIs. They also provide guidance to USAID Bureaus and missions in developing activities and initiatives to increase the participation of HBCUs and other MSIs in USAID programs.

MSIs are involved in activities with USAID around the world, including a variety of research and development projects, participant training, fellowships and internships.

This page was updated on Wednesday, 05-Mar-2008 16:03:12 EST. Questions or Comments?

Please contact: [Tracy Scrivner](#)

on Historically Black
Colleges and Universities

• White House Initiative
on Tribal Colleges and
Universities

• American Indian Higher
Education Consortium
(AIHEC)

• Hispanic Association of
Colleges and Universities
(HACU)

• National Association for
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Education (NAFEO)

• UNCF: Special Programs
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USAID
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Office of Civil Rights and Diversity



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Dispute Intake and Resolution

- Alternative Dispute Resolution (ADR)
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- Complaint Statistics
- Guide to the EEO Complaints Process

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- Diversity Awareness Initiatives
- Diversity Leadership Council
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- Affinity Groups and Liaisons
- Annual Reports
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- Workforce Data Tables and Charts
- Related Links

Welcome

This is the place for general information and guidance about Equal Employment Opportunity (EEO) and diversity at USAID. We at USAID's Office of Civil Rights and Diversity (OCRD) invite you to explore the site for information about EEO. You'll find useful information, and if you can't quite find what you are looking for, guidance to where additional information can be found - such as ADS 110, Equal Employment Opportunity.

At OCRD, we work with you to expand the principle expressed in our logo "Valuing Diversity - Appreciating Our Differences." The Foreign Service Act, which is our authorizing legislation, tells us USAID's workforce is to be representative of the American people. Accomplishing the agency's mission of raising the quality of life of people around the world is best achieved by a diverse workforce, valued for its differences and what those differences have to offer in problem solving and achieving agency goals.

We also work with you to assure that our workplace is free from discrimination and harassment. Equal opportunity is not an empty concept. Rather, it has the force of law, regulation, and USAID policy behind it. If you have questions or concerns about a problem of discrimination or harassment, you can turn to OCRD for guidance and assistance with problem solving.

This website will be adding, subtracting, and changing from time to time, and we welcome your suggestions as to what you find would be most helpful to you.

Right now, take a look at our [Customer Service Plan](#) and begin to explore OCRD and what we do.

Again, welcome. Stay a while, and come back often.

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USAID OFFICE OF DEVELOPMENT PARTNERS

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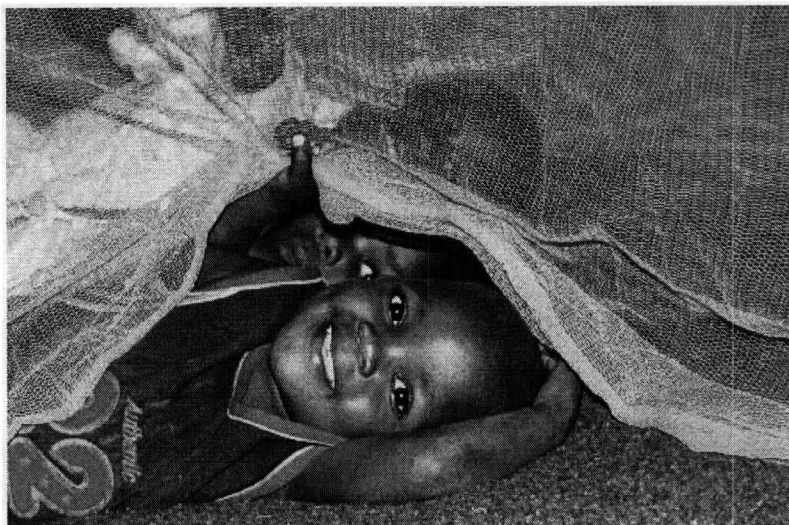
[Quadrennial Diplomacy and Development Review \(QDDR\)](#)

[Country Development Cooperation Strategy Guidance](#)

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[USAID University](#)



Foreign Assistance: The Foreign Assistance Dashboard was created in response to the principles of the Paris Declaration on Aid Effectiveness and President Obama's U.S. Government Initiative. The goal of the Foreign Assistance Dashboard is to enable a wide variety of stakeholders, including U.S. citizens, civil society organizations, the Congress, U.S. Government (USG) agencies, donors, and partner country governments, to examine, research, and track USG foreign assistance investments in an accessible and easy-to-understand format.



The Council on Foreign Relations: The Quadrennial Diplomacy and Development Review (QDDR), two years in the making, was presented by Secretary of State Hillary Clinton yesterday as a foreign-policy roadmap that sees "leading through civilian power" as a way to save lives and money....read more.



PR Newswire: Four ACDI/VOCA volunteers were honored yesterday at the USAID Farmer-to-Farmer Volunteer Appreciation event for their outstanding service this year to reduce hunger in poor communities worldwide....read more



Foreign Policy: When historians look back to the moment when the post-Cold War era of American power ended, they may well settle on 2010 as a crucial year. Everywhere, it seemed, there were signs that the long-predicted "rise of the rest" had finally occurred, whether in the newfound assertiveness of fast-growing China or the impatient diplomacy of new powers like Brazil and Turkey. Foreign Policy's second annual list of the Top 100 Global Thinkers fully reflects that new world....read more

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Office of the Director of U.S. Foreign Assistance

The Office of the Director of U.S. Foreign Assistance is charged with directing the transformation of the U.S. Government approach to foreign assistance and with ensuring that foreign assistance is used as effectively as possible to meet broad foreign policy objectives. The Office of the Director of U.S. Foreign Assistance (F) was established in 2006.

For more information on F, updated guidance documents, the latest announcements, or other reference materials, please visit <http://f.state.sbu>.

Vision Statement

Ensure the strategic and effective use of foreign assistance resources to respond to global needs, make the world safer, and help people better their own lives by supporting programs that:

- Advance human rights and freedoms;
- Promote sustainable economic growth and reduce widespread poverty;
- Promote and support democratic, well-governed states;
- Increase access to quality education, combat disease, and improve public health;
- Respond to urgent humanitarian needs;
- Prevent and respond to conflict; and
- Address transnational threats.

Mission Statement

On behalf of the Secretary of State and the DFA, the Office of the Director of U.S. Foreign Assistance:

- Provides leadership, coordination and strategic direction within the U.S. Government and with external stakeholders to enhance foreign assistance effectiveness and integrates foreign assistance planning and resource management across State and USAID;
- Leads strategic, operational, and performance planning of U.S. foreign assistance with a focus on aligning resources with policy priorities;
- Develops and defends foreign assistance budget requests and allocates State and USAID foreign assistance funding to meet urgent needs and new opportunities and to ensure long-term sustainable investments; and
- Promotes good stewardship of foreign assistance funds by strengthening oversight, accountability, and transparency.

Operating Principles

In order to achieve our vision and mission, our work will be driven by the following operating principles:

- As public servants, we will be accountable to the American people for ensuring the effective use of foreign assistance resources by:
 - Prioritizing the allocation of resources to ensure that U.S. policy objectives are achieved;
 - Emphasizing a country-based focus for planning and programming resources that incorporates functional and transcendent needs and priorities;
 - Ensuring that resource allocations are informed by analysis of country and program performance;
 - Working with others in State and USAID to align program and operational resources; and
 - Carrying out our work with integrity in a transparent and coordinated manner.
- We will be constructive and cooperative partners with our stakeholders by:
 - Respecting and calling upon the expertise of our colleagues;
 - Engaging where F has unique capacity or perspective;
 - Using our convening authority to bring stakeholders together to develop coordinated approaches to issues and challenges;
 - Continually working with our interagency partners to identify and act upon opportunities to improve integration and coordination of foreign assistance; and
 - Being reasonable and balanced in carrying out our work and in our interactions with others.
- We will value our employees as our most important resource by:
 - Recognizing and rewarding collaboration, teamwork, and excellent performance;
 - Encouraging the positive exchange of ideas and perspectives; and
 - Fostering professional development through mentoring, training, and career advancement opportunities.

Last Updated on July 27, 2010.

For question or concerns regarding this site, please contact 202-647-2608.



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Friday August 12, 2011

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- [Director of U.S. Foreign Assistance](#)
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- [Ethics Administration \(A/GC/EA\)](#)
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- [Office of Small and Disadvantaged Business Utilization \(OSDBU\)](#)
- [Office of Small and Disadvantaged Business Utilization/Minority Resource Center \(OSDBU/MRC\) \(external website\)](#)
- [OSDBU iNreach Electronic Newsletter](#)
- [Office of Development Partners \(ODP\)](#)
- [Global Development Alliance \(GDA\)](#)
- [Center for Faith-Based and Community Initiatives](#)

Democracy, Conflict and Humanitarian Assistance

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- Office of Program, Policy, and Management (DCHA/PPM)
- Office of Civilian Response (DCHA/OCR) (external website)
- Office of Conflict Management and Mitigation (DCHA/CMM)
- Office of Democracy and Governance (DCHA/DG)
- Office of Foreign Disaster Assistance (DCHA/OFDA) (external website)
- Office of Food for Peace (DCHA/FFP)
- Volunteers for Prosperity -- Volunteer Community Service
- Volunteers for Prosperity (external website)
- Office of Military Affairs (DCHA/OMA) (external website)
- Office of Transition Initiatives (DCHA/OTI) (external website)
- Office of American Schools and Hospitals Abroad (DCHA/ASHA) (external website)
- Humanitarian Assistance Special Funds (external website)

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- Office of Infrastructure & Engineering (EGAT/OI&E)
- Office of Natural Resources Management (EGAT/NRM)
- Office of Program Analysis, Implementation, Communication & Outreach (EGAT/PAICO)
- Office of Professional Development & Administrative Management (EGAT/PDAM)
- Office of Poverty Reduction (EGAT/PR)
- Office of Gender Equality & Women's Empowerment (EGAT/GEWE)

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- Office of Acquisition and Assistance (M/OAA)
- Office of Management Policy, Budget, and Performance (M/MPBP)

Policy, Planning and Learning

- Bureau of Policy, Planning and Learning (PPL)

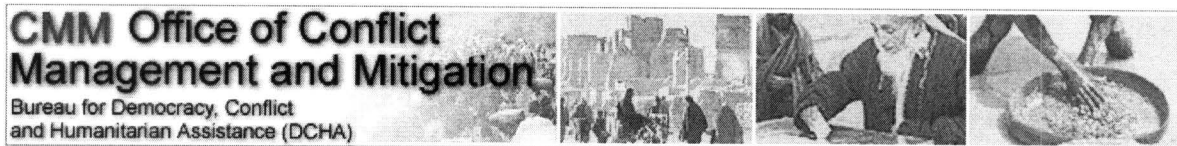
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CMM Vision and Mission

CMM envisions an agency that effectively prevents, mitigates and manages the causes and consequences of violent conflict and fragility.

CMM leads USAID's efforts to identify and analyze sources of conflict and fragility; supports early responses to address the causes and consequences of instability and violent conflict; and seeks to integrate conflict mitigation and management into USAID's analysis, strategies and programs.

Field Support

Download the 2011-2012 [Mission Support Services Snapshot](#) to learn more about the services and products that DCHA/CMM provides to missions and embassies.

Announcements

- USAID is pleased to announce the availability of the Complex Crises Fund (CCF), which will continue to enable the United States government to help prevent, mitigate, and respond to emerging or unforeseen complex crises overseas. Funding from this USAID account, for which Congress appropriated almost \$40 million in FY 2011, may be made available to support programs managed by U.S. government agencies. [Click here to read the cable providing background on the fund and how posts and agencies may access it.](#)
- The Summer 2011 edition of [CMM Alerts](#), the newsletter of the Office of Conflict Management and Mitigation, is now available. See [here](#) for past editions, or check out our [blog](#)

For more information about these or other upcoming DCHA/CMM events, contact conflict@usaid.gov.

This page was last updated on August 8, 2011.

DCHA/CMM Intranet – For technical problems with this site, please e-mail conflict@usaid.gov.

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[Diaspora](#)

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[USAID Conflict Mitigation and Management Policy \(234 kb\)](#)

[USAID Conflict Mitigation and Management Policy Implementation Guidelines \(243 kb\)](#)

[USAID Fragile States Strategy \(388 KB\)](#)

[Other Conflict Publications](#)

BUREAUS

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Bureau for Democracy, Conflict and Humanitarian Assistance

Office of Democracy and Governance

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2011 Democracy and Governance Calendar

The 2011 calendar includes country elections and international days of recognition related to the promotion of democracy, good governance, and human rights.



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You are here: [USAID Intranet](#) > [DCHA](#) > [DG](#) > [Home](#)

CONTACT INFORMATION: Ph: 202.712.1892 ; Fax: 202.216.3231

DG Learning Center

DG Courses:

- DG Partners' Conference **June 20-21, 2011**
- DG Officers' Workshop **June 22-24, 2011**
- DG Fundamentals **July 11-15, 2011**

The DG Partners' Conference features panels of leading experts in democracy and governance and offers opportunities to interact with the DG Office's current implementing partners. The DG Officers' Workshop sponsors discussions between USAID DG practitioners on cutting-edge initiatives in the DG sector and on the craft of the DG Officer. The Workshop is open to experienced DG officers. Approximately 200 slots are available.

For more information on any of the above courses or on DG Office training in general, contact Virginia Leavitt at vleavitt@usaid.gov.

Archive:

- [DG Officers' Workshop 2010 - Agenda and Speakers](#)

DG Videos:

- [DG E-Learning Video Site](#)

USAID Learning Opportunities:

- [USAID University](#)

DG Professional Development:

- [DCHA competencies](#)
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- [Training offered through universities and other training providers](#)
- [Training offered through universities in USAID presence countries](#)

DG Community of Practice/Blog

Share information and ideas with the

DG Technical Areas

[Civil Society & Media](#)

[Elections and Political Processes \(EPP\)](#)

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[Special Programs to Address the Needs of Survivors \(SPANS\)](#)

Cross-cutting:

[EDGE \(Evaluating Democracy & Governance Effectiveness\)](#)

[Strategic Planning and Research \(SAR\)](#)

[DG & Climate Change: Linkages Between the Presidential Initiative and Democracy and Governance](#)

DG Publications Manager

Check out the DG Publications Manager—search by region, technical area, year or keyword to find new and archived DG technical reports and publications, scopes of work, evaluations, assessments and much more!

[Search DG Publications](#)

Also see: [USAID Development Experience Clearinghouse Search on "Democracy and Governance"](#)

DG News

DG News Feeds

- [International](#)
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DG eZine

The Democracy & Governance eZine is a monthly publication of the DG office relating key news, resources and events.

Latest Issue: [August 2011](#)

Attachments:

- ["Perceptions of Democracy Assistance" by J. Barkan](#)
- ["Perceptions" Questionnaire](#)
- ["Democratization in Africa 1990-2010: An Assessment" by Gabrielle Lynch and Gordon Crawford](#)
- ["Well, what can you expect?": donor officials' apologetics for hybrid regimes in Africa" by S. Brown](#)

[eZine Archive](#)

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SPECIAL NOTICE: DQA and Performance Management Guidance

DG User's Guide

The DG User's Guide provides current information on technical services and implementing mechanisms available through DCHA/DG and other related offices and bureaus.

[DG User's Guide - November 2010](#)

Useful Resources

USAID Links

- [DG Expert Locator Tool](#)
- [DG Public Site](#)
- [USAID Conference Room Scheduler](#)

DG Cadre!
[Read latest blog post](#)

DG Outreach and Communication

Introduction to DG

[DG Overview Presentation](#)
 (March 2010)

[DCHA/DG Brochure](#)
 (January 2010)

[DG Division Fact Sheets](#)
 (June 2010)

USAID Templates

- [Mission](#)
- [HQ](#)
- [USAID PPT Template](#)

Guidance for Drafting and Clearing DCHA/DG Publications

- [DG Publication Style Guide](#)
- [DG Publications Checklist](#)
- [Peer Review Decision Tree](#)

Lessons Learned

[Click here to download the Lessons Learned information capture form](#)
 Complete this form to share information about strategic, cutting-edge or innovative DG programs worldwide!

- [USAID Branding Guidelines](#)
- [LPA Telling Our Story](#)

Evaluation

Overview of current activities

[Quantitative study, conducted by researchers from Vanderbilt University and the University of Pittsburgh](#)
 (720MB)

[National Academies Report in Brief: Improving Democracy Assistance](#)
 (71KB)

[F Indicators for GJD](#) (736 KB)

Special Announcements

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[MATADOR Application](#) (340K)

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USAID
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Office of Food For Peace

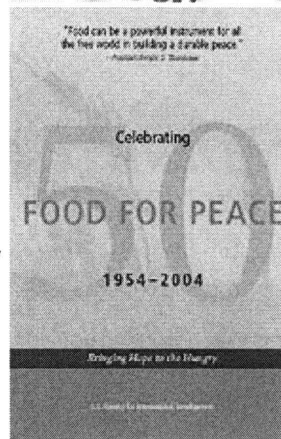
What is Food for Peace?


"Food is strength, and food is peace, and food is freedom, and food is a helping hand to people around the world whose good will and friendship we want." — Then-Senator John F. Kennedy in a 1960 speech in South Dakota, a few weeks before he was elected president.

For more than 50 years, the Food for Peace program has brought hope and nourishment to the hungry corners of the world. Approximately 3 billion people in 150 countries have benefited directly from our food. The secret of Food for Peace's success lies in the unique combination of American compassion together with the unmatched efficiency of our nation's farmers. It is less a triumph of government than of working Americans, for in its essence, Food for Peace is the work of farmers, businessmen, grain elevator operators, truckers, bargemen, freight forwarders, port operations, private voluntary organizations, and government officials. Together they form an unbroken chain of humanity stretching from this country's fertile fields to hungry families half a world away. In the end, hope is what America has promised, and hope is what Food for Peace delivers around the world every day.

Upon reaching its destination, the food is used in a variety of ways, and always for the people most vulnerable to the effects of hunger: children under age 5, pregnant women, the elderly, and the poorest families in a community. During an emergency in which people face threat of imminent starvation, food - wheat, sorghum, corn and other commodities are distributed to save their lives. If the symptoms of extreme malnutrition have already appeared, a nutritionally fortified ration with blended, fortified, and processed food is provided. In less dire circumstances, food can be used to compensate people for work, such as building roads or repairing water and irrigation systems. In turn, these projects help protect communities from future hunger by providing them access to local markets for their produce, keeping them healthy, and improving their harvests.

- [Click here](#) For more information on Food for Peace
- [Click here](#) Food for Peace Staff






USAID
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Thursday, August 11, 2011

EGAT



Office of
AGRICULTURE

The Agency's Center of Excellence for Agriculture

 [Feed the Future Guidance](#)

Office Staff

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Training & Events

Dates, times, places, registration details, links to USAID University and FSI

Mechanisms

Indefinite Quantity Contracts, Leader with Associate Agreements, and other grants and contracts available for your use

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Our programs and firms and organizations that work with us

Teams

What our teams do, links to team webpages, contacts for team leaders


Publications

Organized by team and by each stage of the design cycle, with policies, strategies, assessments, indicators, tool kits, and monitoring and evaluation guides


Statement of Purpose

The Office of Agriculture serves as advocate for agriculture as key to development, increasing rural incomes, reducing poverty and eliminating hunger through visionary technical leadership, aggressive field support, innovation and intensive collaboration with stakeholders.

We welcome your suggestions for improving this site. Please contact the [AG Office](#) with your comments, questions or concerns.

 **Note: The Office of Agriculture moved to the Bureau of Food Security on November 24, 2010.**

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USAID

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EGAT

Office of
DEVELOPMENT CREDIT

Promoting Private Investment in Development

[What is the Development Credit Authority?](#)

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Search for DCA guarantees worldwide by: region, country, partner, guarantee type, targeted sector, year, and status

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Information on training and events related to DCA and development finance

Evaluations
Full reports and report briefers on evaluations of DCA guarantees

Tools & Publications
Documents to help with the design and management of DCA guarantees

Partnerships
Information on strategic partnerships with other development partners

DCA News

April 8 USAID's Development Credit Transfer Authority Increases from \$25 to \$30 million in FY11 Budget Resolution

February 7 Healthcare: USAID and Diamond Bank Partner to Provide \$8.3 million for entrepreneurs

January 3 USAID's Development Credit Authority Releases 2010 Year in Review

November 16 USAID and Pride Tanzania Partner on Historic Microfinance Bond

October 28 USAID's DCA Surpasses \$2 Billion Milestone

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http://inside.usaid.gov/EGAT/offices/dev_credit/index.cfm

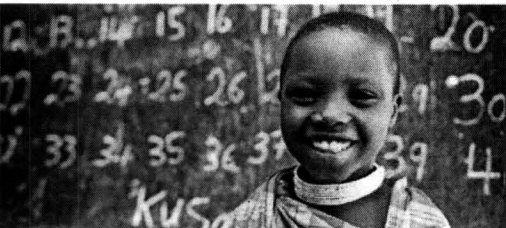
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EGAT



Office of
EDUCATION

Creating Opportunity Through Learning

 [Education Online Forum](#)

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Policies, strategies, best practices, statements of work, issue briefs, global assets

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- ▶ [USAID ED Strategy - 2011 New!](#)
- ▶ [FORECAST II - Participant Training RFP Posted to FedBizOpps](#) **New!**
- ▶ [Materials from January 2011 Education Training Courses Now Available Online](#)
- ▶ [More Education News...](#)

Online Forums

- ▶ [ED Online Discussion Forum](#)

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EGAT



Office of
ECONOMIC GROWTH

Advancing Growth, Reducing Poverty

Office Staff

Contact us: phone/email, teams, regional, functional subject matter experts

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Dates, times, places, registration details, links to USAID University and FSI

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What our teams do, links to team webpages, contacts for team leaders

Publications

Organized by team and by each stage of the design cycle, with policies, strategies, assessments, indicators, tool kits, and monitoring and evaluation guides

EG Answers

You can ask our team any economic growth related question and get a response within two business days. See the [video](#).

We welcome your suggestions for improving this site. Please contact the [EG Office](#) with your comments, questions or concerns.

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Bureau for
ECONOMIC GROWTH, AGRICULTURE & TRADE

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 - [Look up time in any city, worldwide](#)

- ### Programming & Budgeting
- [PPR Guidance & PPR Annexes](#)
 - [Performance Plan & Report FY 2010](#)
 - [EGAT Portfolio Database](#)
 - [Review guidance, schedule and database](#)
 - [New Activities Report Center **NEW**](#)
 - [Data entry for early stages of activity design](#)
 - [Procurement Resources](#)
 - [Procurement guidance and tools](#)
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 - [Standard Foreign Assistance Indicators](#)
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 - [Access guidance, provide comments on OPs and PPRs](#)
 - [Congressional Budget Justification](#)
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 - [FACTS \(password protected\)](#)
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In the Spotlight



GCC Team Pilots Training Courses

Courses build the capacity of over 40 USAID officers...[Read More >](#)

[In the Spotlight Archive](#)

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 - [Mission Director List](#)
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- ### Inventories & Databases
- [Photo Galleries **NEW**](#)
 - [USAID photo resources](#)
 - [ICT Inventory](#)
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 - [Entrepreneur's Toolbox](#)
 - [Tools developed by USAID for entrepreneurs in developing countries](#)
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- ### Communities
- [Communities@USAID \(password protected\)](#)
 - [USAID collaborative space](#)
 - [FOSTER](#)
 - [Collaborative space for "Food Security, Sustainable Trade and Environmental Resilience"](#)
 - [FRAME](#)
 - [Knowledge sharing for the Natural Resources Community](#)
 - [Natural Resources Management & Development Portal](#)
 - [Library, Online Learning System, Workgroups, and News](#)
 - [microLinks](#)
 - [Microenterprise learning, information and knowledge sharing](#)

- ### Events
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- Thu, Aug 11, 2011**
 - 11:00 am - Foreign Aid and Foreign Direct Investment
 - Tue, Aug 16, 2011**
 - Registration Deadline - Environment Matters (Short) Course**
 - Wed, Aug 17, 2011**
 - 10:00 am - IPR Forum
 - Registration Deadline - Monthly Making Cities Work Speaker Series**
 - Thu, Aug 18, 2011**
 - 12:00 pm - The Bungee Book Club - 2nd discussion of Thinking in Systems
 - 12:00 pm - Monthly Making Cities Work Speaker Series

- ### News & Noteworthy
- WALDO **NEW****
 - [Global staffing & budget tracker](#)
 - [USAID News Briefing](#)
 - [For world news on USAID, foreign assistance](#)
 - EG Answers **NEW****
 - [Ask any economic growth related question](#)
 - [New Activities Report Center **NEW**](#)
 - [Data entry for early stages of activity design](#)
 - [Country Development Cooperation Strategies \(CDCS\)](#)
 - [Detailed CDCS Guidance and Workplan](#)
 - [EGAT FY 2009 Performance Publication](#)
 - [Publicly available summary, based on PPR](#)

- ### Priority Issues
-  **Global Climate Change**
 - [Users' guide, policies, news...](#)
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 -  **USAID Water Team**
 - [Addressing Water Challenges in the Developing World](#)
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 -  **Food Security**
 - [Programs, resources, stories...](#)
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 - [Focus Countries \(FY 2011 CB3\)](#)

- ### Communications
- [Create Agency Notices **NEW**](#)
 - [Agency Notices form & instructions](#)
 - [Developedia](#)
 - [A working guide to USAID](#)
 - [Virtual Conferencing](#)
 - [Phone, VTC and AIDConnect meetings](#)
 - [Style Guidance & Branding](#)
 - [For USAID documents](#)
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 - [Knowledge Services Center](#)
 - [USAID Library - Information Center](#)
 - [Web Content Approval Process](#)
 - [EGAT clearance procedures](#)
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 - [Use metrics for USAID web sites](#)

- ### Other Sites
- [State Department Intranet](#)
 - [State's Internal Web site](#)
 - [Millennium Challenge Corporation](#)
 - [Promotes sustainable economic growth](#)

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EGAT | Office of Gender Equality & Women's Empowerment



supporting gender integration throughout usaid

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FOCUS AREAS

- Gender at USAID
- Integrating Gender
- Economic Growth
- Education
- Gender Equality & Health
- Gender-Based Violence
- Information Technology
- Legal Rights
- Trafficking
- Women's Leadership
- Women in Peace-Building
- Women With Disabilities

ADDITIONAL LINKS

- [GenDev Public Site »](#)
- [Publications »](#)
- [Partners »](#)
- [Contact Us »](#)

WHAT'S NEW

- 5/25/2011: Rosie the Riveter would be proud: USAID helps young Palestinian women make inroads into male dominated fields
- 5/15/2011: "Women & the Long Road to Water: 6 Kilometers a Day" featured in the May 2011 issue of *Global Waters*
- 4/25/2011: New Technical Brief Series: "Effective Gender Integration Practices for Agriculture" (click Publications)
- 4/18/2011: Actress Lucy Liu: "Fight Human Trafficking by Nurturing Women and Girls"
- 4/15/2011: *Safe Schools* training manuals translated into multiple languages
- 4/4/2011: USAID deputy administrator Donald Steinberg discusses the role of gender in development in *FrontLines*
- 3/8/2011: 100th Anniversary of International Women's Day
- 3/7/2011: USAID Initiative to End Hunger in Africa (IEHA) Gender Assessment Synthesis Report
- CALL FOR GENDER PHOTOS
- RECENT WHAT'S NEW ITEMS

Looking for sample SOWs or technical evaluation criteria for RFPs/RFAs?
 Click [here](#) for examples of illustrative SOWs related to gender-focused TA. Coming soon will be sample solicitations that illustrate effective approaches for integrating gender into RFPs, RFAs, and APSs. For immediate advice/assistance contact [Natalie Elwell](#) or [Julie Hanson Swanson](#).

Welcome to the Office of Gender Equality & Women's Empowerment Intranet Site

The Office of Gender Equality & Women's Empowerment (GenDev), formerly the Office of Women in Development (WID), serves as both an advocacy and demand-driven service office, providing technical leadership, advice, and support in program and policy matters pertaining to women in development and gender issues.

Wednesdays With GenDev
 CLICK [HERE](#) for topics, discussion dates, and handouts.

GenDev staff identify the gender dimensions of emerging and cross-sectoral development issues and provide assistance to missions to integrate gender issues into their program initiatives. The Office of Gender Equality & Women's Empowerment also funds innovative and catalytic activities in the field.

The GenDev communications network is a forum for sharing information and lessons learned on gender issues among interested USAID professionals worldwide.

GenDev staff take the lead in coordinating with bilateral and multilateral donor agencies and provide leadership and technical expertise to the international community on gender matters.

GenDev also coordinates with other US government agencies on gender issues important to the USG, such as trafficking in persons and violence against women.

In addition, GenDev provides training on gender analysis and integration, with trainings tailored to the interests of individual missions and operating units and their partners.

Dr. Rajiv Shah, USAID Administrator, on Investing in Women

"We've known and studies have shown for decades that increasing investments in women and girls are for more likely to improve household living standards and indicators for children's educational attainment and nutrition.

In our major food security initiative, we are deeply prioritizing investing in women farmers. We are looking at several decades of history where development efforts have essentially prioritized providing services to men. And we're asking our partners to hire female extension workers to collect gender-disaggregated data and to invest in women's producers' networks so we can disproportionately drive more of that investment to women."

InterAction Forum 2010, Washington, DC, June 2, 2010
 [Remarks by Dr. Rajiv Shah, Administrator, at the InterAction Forum 2010]

"...we know the people who matter most aren't the financiers or the agriculture ministers or the assistance workers and partners. They are the women farmers who are the untapped solution... Women produce 60 to 80 percent of the food in countries where we work. And when women control gains in income, they're far more likely to spend those gains improving their families' access to health, education and nutrition. For years, we've talked about the importance of women. We all have.

But now, with leadership from Secretary Clinton and Ambassador Melanne Verveer, we are focusing on women in everything we do. We start by focusing on those crops such as sweet potatoes and legumes that we know disproportionately enhance women's standing, women's production and women's incomes. And we're working to ensure that women get equal access to services and support, such as financial services that preferentially target women and extension services delivered by female extension workers. To make this happen, we've asked each of our country teams to expand investments in women's producer networks and expand fellowship programs, such as the award program in Kenya for women who pursue degrees in agriculture and research careers thereafter."

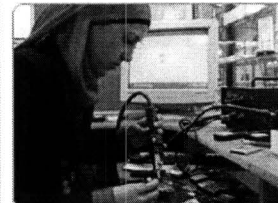
Chicago Council Symposium on Agriculture and Food Security, Washington, DC, May 20, 2010
 [Remarks by Dr. Rajiv Shah, Administrator, at the Chicago Council Symposium on Agriculture and Food Security]

Donald K. Steinberg, USAID Deputy Administrator, on Women's Empowerment and Protection

"I would also like to highlight my intention, if confirmed, to focus on issues related to women's empowerment and protection, and need for systematic inclusion of women in peace processes, post-conflict reconstruction, and long-term development and governance. These issues have been central to my professional career, including in my current service on the U.N. Civil Society Advisory Group for Women, Peace and Security, and as a board member of the Women's Refugee Commission. I welcome the Obama Administration's, and this Committee's placement of maternal-child health care, girls' education, women's livelihood, and civil society groups at the heart of current development efforts."

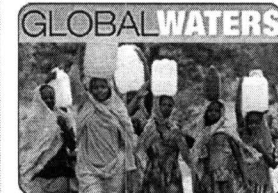
Before the Committee on Foreign Relations, United States Senate, September 22, 2010
 [Statement by Donald K. Steinberg, Nominee for Deputy Administrator, to Senate Foreign Relations Committee]

IN THE SPOTLIGHT



Rosie the Riveter Would be Proud: USAID Helps Young Palestinian Women Make Inroads into Male Dominated Fields.
[Read More](#)

IN THE SPOTLIGHT



The May 2011 issue of USAID's *Global Waters* newsletter features "Women and the Long Road to Water", with an introduction by Under Secretary of State Maria Otero.
[Read More](#)

USAID GENDER STORIES




VIETNAM - Disabled Entrepreneur Helps Others
 USAID-sponsored leadership training courses taught Tran Hoang Yen, now a successful entrepreneur who employs 17 disadvantaged young people, how to start her own business and provided her with small grants to help it get off the ground.

[SEE ALL STORIES >>](#)

[ACCESS RESOURCES ON GENDER INTEGRATION](#)

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last updated: May 27, 2011

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EGAT

Office of Environment and Science Policy

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ESP Home



EGAT's Office of Environment and Science Policy Provides Technical Leadership

EGAT's Office of Environment and Science Policy (ESP) provides technical leadership on international science and environmental policy issues, including U.S. participation in international environmental agreements (e.g., the UN Convention to Combat Desertification and the UN Framework Convention on Climate Change), multilateral agricultural research systems (e.g., the Consultative Group on International Agricultural Research), and biotechnology. The Office engages in the extensive inter-agency discussions that determine the U.S. position for international events, assuring that the Agency's capacity for implementation is appropriate to the level of the U.S. commitments. The Office serves as a focal point for Agency involvement in agriculture and environment-related science and technology and, in collaboration with the Office of Agriculture and the Office of Natural Resources Management, manages a portfolio of global agricultural policy and research activities that involve U.S.-based as well as international scientists. The Office monitors and advises Agency leadership regarding scientific and policy developments that could have an impact on Agency performance in these areas.

EGAT/ESP also is the home to the Bureau Environment Officer (BEO) who is responsible the uniform and correct application of all USG environmental policies and procedures (22 CFR 216), executive orders, and Council of Environmental Quality guidelines to all forms of assistance activities under the purview of the EGAT Bureau.

Search

- QUICK LINKS**
- [Staff Directory](#)
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EGAT

The Bureau for Economic Growth, Agriculture & Trade

"...dedicated to reducing poverty and promoting prosperity in developing countries."

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Natural Resources Management



Land, water, forest, coasts and biological resources provide the foundation for rural livelihoods in much of the developing world. The wealth and power represented by these resources make their sound management and equitable access critical for sustainable economic development and a healthy environment. Recognizing this, the Office of Natural Resources Management's (NRM) top priority is helping Missions to design and implement development strategies that reflect the intrinsic linkages connecting healthy ecosystems to sustainable economies, good governance, and equitable and just societies.

To respond to the need for improved global resources management, the NRM Office has assembled four teams containing multi-disciplinary technical experts with field experience across all of USAID's regions. Member Teams include the Biodiversity, Forestry, Water and Land Resources Management Team.

The Teams work together in a cross-sectoral approach to maximize expertise available to Missions and field projects. Objectives include improved biodiversity conservation and management; improved management of natural forests; improved land management capacity; and improved integrated management of freshwater, coastal and aquatic resources. In addition, NRM Office provides technical assistance and leadership to address U.S. Government foreign policy initiatives. Skills and expertise found among Team members are described in the [Staff Directory](#).

The four Teams – described below – are available to help Missions with design, implementation, and evaluation of natural resources programs and to assist with integrating natural resources management with other Agency programs such as economic growth, agriculture, democracy, conflict resolution and humanitarian assistance.

Biodiversity Team: The Biodiversity Team provides support to field missions, technical leadership, and project assistance to support the conservation and sustainable use of the world's biodiversity and forests. The Team works within the U.S. Government and with the public sector to develop innovative, cross-sectoral, and cross-boundary approaches to the conservation and sustainable use of biodiversity and forests. The Team manages a number of field-support mechanisms, including the USDA Forest Service Inter Agency Agreement (IAA) and the Global Conservation Program, as well as partnerships with the private sector. The Team's efforts emphasize site-based conservation and sustainable forestry, with an emphasis on sound governance, improved livelihoods, social justice, and policy reform and implementation.

Forestry Team: The Forestry Team promotes sustainable forest management through improved forestry practices; responsible trade in forest products; expanded community-based forest management; policy and regulatory reform; reduction in illegal logging; and improved knowledge of forest ecosystems and management of forest resources. Team activities support agroforestry, biodiversity conservation, carbon sequestration, and the integration of assessment and monitoring systems for improving forest health. An agreement with the U.S. Forest Service augments the Team's technical expertise in support of Mission activities in forest management, watershed management, fire management, and environmental policy.

Land Resources Management Team: Through improved policies and programs, the Land Team promotes sustainable productive use, restoration and preservation of land resources at the nexus with poverty reduction, environmental and human health, natural hazard mitigation, conflict resolution, and democratic governance. Missions can draw on the Team's multi-disciplinary expertise to help them design and evaluate programs leading to improved governance and the sustainable use of natural resources. The Team includes experts in sustainable agriculture, soil science, integrated pest management, property rights, community-based natural resources management, natural resources based enterprise development, geospatial information technology, communications and knowledge management. Agreements and mechanisms managed by the Team provide access to research programs and services in the Team's areas of expertise.

Water Team: The Water Team promotes improved policies, management and optimal use of freshwater and coastal resources at the basin, aquifer and watershed scales, including the integration of land and

WHAT'S NEW

- Prosperity, Livelihoods and Conserving Ecosystems Indefinite Quantity Contract (PLACE IQC)

NRM OFFICE

- NRM Home
- Biodiversity
- Forestry
- Land
- Water
- NRM Staff Directory

USAID.GOV LINKS

- EGAT
- Biodiversity
- Forestry
- Land Management
- Water
- Initiative Against Illegal Logging

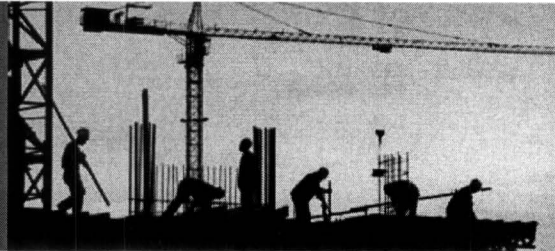
water use, groundwater and surface water, and coastal and marine resources. The team includes experts from throughout the Agency, as well as USAID field units, and other federal agencies. The wealth of expertise provides a significant resource for support of field operations in all aspects of integrated water resources management, including water supply and sanitation, wastewater management and pollution control, watershed management, integrated coastal management, irrigation, fisheries and aquaculture, hydropower, and disaster preparedness activities. The Team plays a lead role in interagency dialogue and support of USG initiatives, and manages agreements providing technical, analytical, and managerial assistance to the Missions and Bureaus.



USAID
FROM THE AMERICAN PEOPLE

Friday, August 12, 2011

EGAT



Office of
INFRASTRUCTURE & ENGINEERING
Building Foundations for a Better World

Staff & Teams

Who we are. What we do. How to contact us

Training & Events

Dates, times, places, and registration details; includes instructor-led and online learning

Programs & Partnerships

How we support Key Initiatives and the Foreign Assistance Framework

Mechanisms

Available for your use: Indefinite Quantity Contracts (IQCs), Leader with Associates (LWA) cooperative Agreements, and Grants

Toolkits

Resources to help you solve your infrastructure problems

Publications

News, research, references, case studies, evaluations, assessments, and external references

I&E Highlights

Featured publications:

- ▶ [Senegal Urban Assessment, November 2010](#) (PDF 771k)
- ▶ [ICT as a Catalyst to Enterprise Competitiveness](#) (PDF 924k)
- ▶ [Empowering Agriculture: Energy Options for Horticulture](#) (PDF 1730k)
- ▶ [Powering Health: Electrification Options for Rural Health Centers](#) (PDF 484k)

News of note:

- ▶ Urban Programs Team launches call for abstracts in second annual paper competition

We welcome your suggestions for improving this site. Please contact [EGAT/I&E](#) with your comments, questions or concerns.

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BFS

BUREAU FOR FOOD SECURITY

Thursday, August 11, 2011

Most Used Tools

- [Book-a-Room](#)
- [Reserve an EGAT Meeting Room](#)
- [Expert Locator System \(ELS\)](#)
Find an expert; update staff data
- [Bureau Standard Operating Procedures](#)
- NEW**
SOPs on requesting travel, drafting AADs and more
- [GLAAS](#)
Global Acquisition and Assistance System
- [WebTIA](#)
Time & Attendance for DH employees

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- [Performance Plan & Report FY 2010](#)
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- [ForeignAssistances.net](#)
Access guidance, provide comments on OPs and PPRs
- [Congressional Budget Justification](#)
Planned USAID and State programs

FTF FYI



BFS and EGAT Welcome New Officers in DLI Class 18

Meet the new hires on June 13th...[Read More >](#)

- [FTF FYI Archive](#)
- [USAID News Briefing](#)
For world news on USAID, foreign assistance

General Resources

- [ADS](#)
Automated Directives System
- [USAID University and the LMS](#)
USAID in-house courses & registration
- [Official USAID Travel Resources](#)
eTravel, TAs, visas, per diem, etc.
- [General Travel Resources](#)
Money, airlines, weather, time, etc.
- [Knowledge Services Center](#)
USAID Library - Information Center
- [World Clock](#)
Look up time in any city, worldwide

Events

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Communications

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- [Agency Notices form & instructions](#)
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Instructions for conducting a phone conference
- [USAID Branding](#)
For web, electronic and printed materials
- [Section 508 Quick Tips](#)
How to make your documents compliant
- [BFS's Weekly Briefs for the Administrator](#)

Other Sites

- [Feed the Future](#)
USG web site for Global Hunger and Food Security Initiative
- [Agrilinks](#)
Captures new learning in food security and ag development

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GHNET

19 Innovations to Save Moms and Babies - A New Approach to Development Is Born

July 29, 2011



After months of intense activity and technical review, Secretary Clinton and the Saving Lives at Birth partners announced the 19 award nominees with the most innovative ideas that have the potential to save the lives of moms and babies around the time of birth.

[Read more >>](#)

- Calendars
- Administrator's Weekly
- GH 360 °
- Close Up

[Go to Newsroom](#)

News

7.29.11 - 19 Innovations to Save Moms and Babies - A New Approach to Development Is Born

Publications

Evaluation of the Implementation of the Paris Declaration: USAID Case Study

How To

Staff Directory: update the professional information on your profile page

NEWSROOM

Google News

AUG 9 Fenton taps Romano as Washington SVP - PRWeek

IMPACTblog

AUG 12 Home Sweet Home: How my Youth Journey around the World Brought me to our Nation's Capital

AUG 12 USAID/Jordan Encourages Youth with Design

Internal Announcement

What you can find on GHNET

- 2011 LAC Health Mangers' Retreat
- Country Health Teams List
- BEST Guidance
- GH/CS Guidance
- Users' Guide
- Branding Resources
- Gender Equality and Health
- Junior Officer Rotation Opportunities
- GH Travel Procedures

MEETINGS CALENDAR

August 2011						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
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Today Tomorrow

There are no meetings scheduled for today

USEFUL TOOLS

- USAID Intranet
- GH Comment Box
- Global Health Travel & Mission Support (GTRAMS)
- USAID Expert Locator
- Conference Room Scheduler
- Global Health eLearning Center
- USAID Library
- Developedia

[Staff Directory](#) →

[Marketplace](#) →

[Photo Gallery](#) →

If you encounter technical problems, please contact ghnet@kmsg.org. | Page last updated on: 08/12/2011



Bureau for Legislative and Public Affairs (LPA)

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- Press Releases
- Branding
- Bulletin News
- FAQs
- Agency Expert List
- USAID Merchandise Store
- Knowledge Sharing Workshops
- LPA Internships



LPA

The Bureau for Legislative and Public Affairs (LPA) is the part of USAID responsible for telling the Agency's story.

We coordinate and produce all external communications from USAID to the American people, all forms of media, Congress and key USAID constituencies, as well as coordinate and backstop the Agency's overseas communications network, the Development Outreach and Communications Specialists (DOCS).

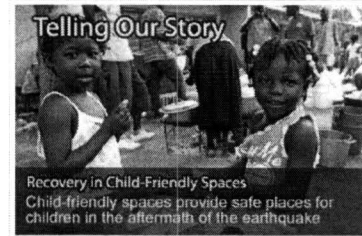
[Click Here to read *The Insider*](#)
- February 2011

[View the *December 2010 - January 2011 Frontlines here*](#)

[View past issues of *The Insider here*](#).

LPA coordinates the Agency's public and legislative affairs. We provide counsel on the history and status of pending legislation while devising and implementing strategies to support the Agency's goals in Congress. (ADS 553-560)

Last Updated on: February 11, 2011



Telling Our Story

Every day, all over the world, USAID brings peace to those who endure violence, health to those who struggle with sickness, and prosperity to those who live in poverty. It is these individuals - these uncounted thousands of lives - that are the true measure of USAID's successes and the true face of America's foreign assistance programs. The Telling Our Story project seeks to document these lives.

Recent Stories - October 2010

- Haiti: Model Farming: a 'WINNER' in Haiti
- Southern Africa: Regional Partnership Yields Many Benefits
- Georgia - Helping Newly Insured Navigate Health Plans
- Benin - Benin Women Make Strides against Violence

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Ombudsman	Policy	Other OAA Services	Solutions Center	OAA Training	Tool Box
Quick Links					

Thursday, August 11, 2011

Due Diligence...Accountability...Transparency...Best Value...Results

Welcome to the Office of Acquisition and Assistance (OAA). OAA provides stewardship of U.S. taxpayer funds through the management, evaluation/audit, and awarding of USAID awards—including contracts, grants, cooperative agreements, and other tools that serve to deliver foreign assistance.

COTR/AOTR list

IQC Form

LWA Form

BPA Form

A & A PROFESSIONALS CONFERENCE 2010

Policy Help Desk 

USAID Business Forecast

USAID Business Forecast 2011 — 3rd and 4th Quarters

This is a call out for you to update your Business Forecast and cover 3rd & 4th quarter actions. We are aiming to post the last forecast for FY2011 by July once senior management reviews are completed. Please submit your forecast to the [AAWebmaster](#) NLT by Monday, June 13th .

Washington and Missions Forecast forms are listed below.

Washington:


- [Washington Competitive Forecast Form \[Excel file\]](#)
- [Washington Non-Competitive Forecast Form \[Excel file\]](#)

Missions:

- [Mission Competitive Forecast Form \[Excel file\]](#)
- [Mission Non-Competitive Forecast Form \[Excel file\]](#)

[For the External site Forecast listings Click here >>>.](#)



 Privacy • Bureaus • Sectors • Regions • Missions • Search

We welcome your comments and suggestions via e-mail at: aawebmaster@usaid.gov.
This file was last updated on: Tuesday, 31-May-2011 15:32:03 EDT [Privacy Policy](#)

Administrative Services



USAID
FROM THE AMERICAN PEOPLE

-
- **Office of the Director**
 - **Overseas Management Support Division**
 - **Travel & Transportation Division**
 - **Information and Records Division**
 - **Facilities Management Division**
-

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The FINANCIAL ANALYSTS' Network

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Main

What's New:

Budapest-Beginners' FA course Materials

Miami-Advanced FA Course Materials

FAN Directory as of March 28, 2011

Schedule of FY2011 FA Courses

Beginners' Course

Dec. 13-17,2010 : Nairobi, Kenya

May 30-June 3,2011 : Budapest, Hungary

Advanced Course

April 4-8, 2011 : Florida, USA

July 11-15, 2011 : BAngkok, Thailand



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For questions or comments about the FAN website, please contact Fatima (Bing) A. Almeida, USAID/Philippines, at falmeida@usaid.gov.

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USAID
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HEADQUARTERS MANAGEMENT DIVISION M/MS/HMD

Threat Advisory

ELEVATED

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Thursday, August 11, 2011

SEARCH

Web Site



Advanced search options...

Headquarters Management Division

[Continuity of Operations Program \(COOP\)](#)

[Customer Services](#)

[Personal Property](#)

[Space Management](#)

[Printing and Graphics](#)

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[Building Services](#)

[Occupational Health and Safety Office](#)

[Pandemic Influenza Program](#)

USAID's Headquarters Management Division (HMD) is committed to providing USAID-Washington with timely administrative and logistical support services, delivered with the highest standard of professionalism and customer service. Services include administrative and logistical support services, such as Emergency Preparedness, building maintenance, equipment repairs, moves, space utilization, and other miscellaneous services, which contribute to increased efficiency and economy of operation.

Continuity of Operations Program (COOP)	Customer Services
Personal Property	Space Management
Printing and Graphics	Mail Management
Building Services	Occupational Health and Safety Office
Pandemic Influenza Program	

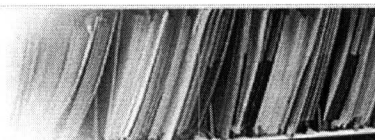
U.S. Agency for International Development
M/MS/HMD, Room 2.12B, RRB
1300 Pennsylvania Avenue, N.W.
Washington, D.C. 20523-4800
Main Number (202) 712-4110
FAX (202) 216-3372

[HMD Directory](#)



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Last updated on: November 03, 2010



INFORMATION AND RECORDS DIVISION (M/MS/IRD)



PAPER RECORDS



VITAL RECORDS



FREEDOM OF INFORMATION ACT



ELECTRONIC RECORDS



AUDIOVISUAL RECORDS

RECORDS MANAGEMENT (RM) / FREEDOM OF INFORMATION ACT (FOIA)

[HOME](#)

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Internal Links

- [IRD Policy](#)
- [USAID Electronic Forms](#)
- [Agency Notices Website](#)
- [USAID Disposition Schedules](#)
- [Electronic Records Management \(ERM\)](#)
- [Subject Codes/Outlines](#)

External Links

- National Archives and Records Administration (NARA)**
 - [Records Managers](#)
 - [Electronic Publications](#)
 - [Association for Information and Image Mgmt \(AIIM\)](#)
 - [Association of Records Managers and Administrators \(ARMA\)](#)
 - [Managing Electronic Records \(MER\)](#)
 - [Guide to Personnel Recordkeeping \(OPM\) - PDF \(3.8MB\)](#)
 - [USAID Scheduled Electronic Information Systems and Dispositions are now listed on the National Archives and Records Administration \(NARA\) website](#)

Please e-mail any records management questions, comments, or concerns to: [Records\(IRD\)Inquiry \(USAID\)](mailto:Records(IRD)Inquiry@USAID)

Recordkeeping Requirements

Recordkeeping requirements are defined as all statements in statutes, regulations, and agency directives or authoritative issuances that provide general and specific requirements for Federal agency personnel on particular records to be created and maintained by the agency (36 CFR 1220.14).

The creation and maintenance of complete and accurate records are basic aspects of records management. Based in statute, the practice of ensuring "adequate and proper documentation" contributes to efficient and economical agency operations by guaranteeing that information is documented in official files, including electronic recordkeeping systems; where it will be accessible to all authorized staff that may need it. In addition to paper textual files and electronic recordkeeping systems, official files may be comprised of or contain audiovisual, cartographic, or architectural materials.

Agency personnel, including contractors, are responsible for maintaining records created received during official transactions of agency business that are sufficient to:

- Document the persons, places, things, or matters dealt with by the agency;
- Facilitate action by agency officials and their successors in office.
- Make possible a proper scrutiny by the Congress or other duly authorized agencies of the Government.
- Protect the financial, legal, and other rights of the Government and of persons directly affected by the Government's actions.
- Document the formulation and execution of basic policies and decisions and the taking of necessary actions, including all significant decisions and commitments reached orally person to person, by telecommunications, or in conference).
- Document important board, committee, or staff meetings.

Good recordkeeping contributes to the smooth operation of your agency's programs:

- by making the information needed for decision making and operations readily available;
- provides information useful to successor officials and staff for background and analysis,
- facilitating transitions between Administrations;
- creates a complete record of your official actions that will remain with the agency for future use by agency officials and may later be transferred to the National Archives as a historical record;
- ensures that electronic records, especially those generated by desktop applications, will be available to all authorized personnel;
- protects records from inappropriate and unauthorized access;
- facilitates authorized removal of materials by avoiding the need to separate Federal records from extra copies of records and personal materials when you leave office; and
- ensures accountability to the Administration, Congress, and the American people.



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Bureau for Management (M)

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Business Transformation Executive Committee (BTEC)	[more info]	[website]
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M Bureau Updates

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- [March 26, 2009](#)
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- [November 21, 2008](#)
- [August 18, 2008](#)
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- [June 4, 2008](#)
- [May 19, 2008](#)
- [April 30, 2008](#)
- [March 26, 2008](#)
- [March 5, 2008](#)
- [February 13, 2008](#)
- [January 21, 2008](#)
- [January 7, 2008](#)
- [December 17, 2007](#)

Bureau for Management

The Management Bureau is responsible for USAID's human and information resources management, acquisition and assistance, financial management and administrative services functions. It is composed of nine offices that collectively perform these functions.

The Office of the Assistant Administrator for Management serves as the Agency's principal advisor on matters relating to management and administration. It is headed by an Assistant Administrator and two Deputy Assistant Administrators who oversee and provide policy direction to Management Bureau Offices. The Assistant Administrator is also the Agency's designated Chief Information Officer (CIO), and oversees the Chief Financial Officer (CFO), the Procurement Executive, and the Chief Human Capital Officer (CHCO).

The Office administers a program of centralized administrative support for Agency operations worldwide. These support services include: personnel management, accounting and finance, management policy, control and audit coordination, administrative services, procurement policy and operations, information resources management, and overseas management support. The Office also ensures the integrity of administrative, financial, and information resources management operations. The Management Bureau leads the Agency's business systems modernization.

Key Documents

- Business Process Review of USAID's Procurement Management Functions
- The Supplemental Appropriations Act. 2008
- E2 Message: Overseas Deployment and Training
- Development Leadership Initiative Presentation
- Results Report
- Results Report Brochure
- FY 2006 Performance and Accountability Report

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- [Administrative Management Division](#)

Communication & Notes

- [MPBP Newsletter](#)
- [M Bureau Activity Calendar](#)

Communities

- [Knowledge Management](#)
- [Evaluation](#)
- [MPBP](#)
- [Management Bureau Office Directors](#)

Welcome to the Office for Management Policy, Budget and Performance



The Office of Management Policy, Budget and Performance (M/MPBP) functions as the Bureau for Management's central unit for budget planning and implementation, policy formulation, performance monitoring and evaluation and administrative support services. It houses the Bureau for Management's administrative services team. M/MPBP

- Manages the Agency's operating expense (OE) budget;
- Ensures that the Agency's administrative and management services are provided in accordance with established guidelines and policies;
- Is responsible for Agency-wide management policy and performance functions;
- Responds to Congressional inquiries and concerns on management issues and ensures compliance with related legislative directives; and
- Prepares senior Agency officials to testify before Congress about management issues.



Angela McNerney, Director, M/MPBP

M/MPBP Office Newsletter

Read the [March 2011](#) issue!



Go Green. Consider the Environment Before Printing
 For questions or concerns regarding this site, please contact [Nikia McBride](#).



Thursday, August 11, 2011

Search Search



Bureau for Policy, Planning & Learning



The **Bureau for Policy, Planning and Learning (PPL)** is responsible for leading the Agency's policy planning efforts, shaping overall strategic and program planning, ensuring the Agency's evolution as a learning and evaluation organization, overseeing donor engagement and institutionalizing science and technology in our work while guiding USAID as the premier development agency.

About the PPL Bureau

PPL Office of **Policy**
Producing sound, evidence-based policies, strategies, and policy analysis

PPL Office of **Strategic & Program Planning**
Revitalizing strategic and program planning and project design

PPL Office of **Learning, Evaluation & Research**
Promoting evidence-based development

PPL Office of **Donor Engagement**
Achieving results through donor coordination and cooperation

PPL Office of **Science & Technology**
Transforming development through science and technology

The Policy Pulse
PPL's newsletter

New! Middle East Strategic Planning Group

PPL Highlights

LERning Competition

The deadline for submitting evaluation proposals to the "LERning" Competition was Friday, July 8 and we are happy to report there was a great response. The competition was designed to support missions and operating units to meet the requirements of the new evaluation policy. [more...](#)

Partnerships for Enhanced Engagement in Research (PEER)

USAID announced a new program, Partnership for Enhanced Engagement in Research (PEER) on July 7, 2011 with the U.S. National Science Foundation (NSF) to build and strengthen science and technology capacity in developing countries through cooperative research grants, improved access to scientific knowledge, and higher education and training opportunities. [more...](#)

PPL Speaker Series

Development Forum

- Development Forum: Radically Rethinking Global Poverty, a conversation with Dr. Esther Duflo
- Development Forum: Consolidating Democracy and Development in Post-Conflict Liberia, a conversation with President Ellen Johnson Sirleaf

Policy Seminars

- Dr. Harry Broadman, "China & India in Africa"
- Sarah Cliffe, World Development Report (WDR): Conflict, Security and Development
- Dr. Amy Smith, Director of the Development Lab (D-Lab) at the Massachusetts Institute of Technology

Calendar

UN Conference on Sustainable Development: High Level Dialogue on the Institutional Framework for Sustainable Development
July 19-21, 2011 - Solo, Indonesia

Tidewater 2011
July 20-22, 2011 - Wilton Park, UK

Evaluation for Program Managers Course
August 8-12, 2011 - Washington, DC

[Click here to view more events](#)

We welcome your suggestions for improving this site. Please contact the PPL office with your comments, questions, or concerns.
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This Site: Operations and

Office of the Chief Information Officer > Operations and Maintenance > Help Desk

Help Desk

Go to Remedy Web Self Ticketing system.

For Phoenix - User Support

The Help Desk is part of Operations and Maintenance (O&M)



Contacts

Phone: 202-712-1234

Fax: 202-216-3123

E-mail: HelpDesk

Details

Hours of Operation

24/7

Walk-in Location

Ronald Reagan Building

Washington D.C.

Room: B3.6 - J

Managers

Rosslyn Hudak 202.712.5216 (CSC); Darrell White 202.712-4646 (CSC)

Our support personnel are available to immediately log, track and resolve day-to-day requests/problems related to your information technology environment. Our personnel are a central contact for all AID/W and requests/problems and will direct any requests they cannot solve to other support staff with the appropriate expertise.

last update on 2/24/11



Mozambique

NMS SUPPORT CENTER

Welcome to the NMS Support Center page!

The NMS Support Center contains the following topics (Click on the topic of your choice):

- [Data Dictionary](#) .
- [Frequently Asked Questions](#)
- [Forward a Suggestion or Problem](#)
- [NMS Policy Guidance](#)
- [NMS Password Reset](#)
- [NMS Authorized Bureau Representatives for Automated NMS Password Reset](#)
- [Release Notes](#)
Updated for Release 6.0.4!
- [Security Reminders](#) .
- [Systems Reporting \(Impromptu\)](#)
- [Tutorials](#)
- [User Manuals](#)

[IRM Help Desk](#)

[Click here to return to the USAID/W Home Page](#)

Modification Date: December 29, 2005

Web Master: [Foroozan Soltani](#), USAID PRIME



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This Site: Knowledge Ma

Office of the Chief Information Officer > Knowledge Management > Website Support

Website Design, Development, & Support

As a global organization, it is important that USAID share information throughout the Agency, with its partners, and with the general public. Web sites are a fantastic way to do so.

Web Services' experienced and customer service-oriented team provides website design, development, maintenance, hosting, and support to USAID's internal intranet and public internet websites.

Most Web Services' sites use either a SharePoint or Drupal content management system, which lets the organization maintain its own content in a familiar and easy-to-use interface without prior knowledge of HTML. A web-based content management system also frees USAID missions and offices to post content in a timely manner, without having to wait for Washington, D.C. to make content updates or alterations.

USAID Network and Mission Websites

Web Services offers secure and reliable hosting on USAID's network in Washington, D.C., and it works with missions to customize web sites to meet the needs they've identified. It builds most sites using the online content management system known as Drupal. Because it is an open-source product, it keeps costs down.

Examples:

- Armenia
- Azerbaijan
- Brazil
- Cambodia
- Georgia
- Iraq
- Kenya
- Liberia
- Nigeria
- Senegal
- South Africa

Online Portals

To allow missions to collaborate with partner organizations and to provide services that would otherwise be slow to access over remote access solutions, Web Services created for them Internet-based web portals. These web portals include features such as web-based email, file sharing, discussion forums, and internal blogs.

Examples:

- Iraq
- Sudan
- Afghanistan

Bureau Websites

Bureau and division intranet sites can communicate goals, accomplishments, history, and experience to others in USAID. Web Services has provided several groups with internal sites.

Examples:

- Office of the Chief Information Officer
- Democracy, Conflict and Humanitarian Assistance
- EXO Tool Box
- Policy Planning and Learning



For Assistance with Web Sites

Web Services has expertise with website design, development, hosting, security, testing, usability, support, and Section-508 compliance.

Please feel free to contact us for more information or to schedule a meeting.

Web Services Blog

USAID Web Services

[Blogs@USAID Upgrade](#)

[Government Embraces Drupal](#)

[Blogs@USAID Upgrade](#)

[Printing with Style](#)

[USAID/Azerbaijan Launches new website](#)

- Office of Development Partners

USAID Public Internet Sites

Project sites allow specific USAID groups to share program information with the public.

Examples:

- USAID Forward

[HOME](#) | [SITE MAP](#) | [PRIVACY POLICY](#) | [INTRANET FEEDBACK](#) | [WEB STATISTICS](#) | [MAINTAINED BY WEB SERVICES](#)



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November 8, 2011

RE: Appeal #A-00003-08

This is Package #4 of a partial response to your Appeal of the Agency's response to your original Freedom of Information Act request number FOI-015/05.

This package consists of 81 documents equaling 141 pages. If you have any questions or comments, please feel free to contact me at 202-712-0582 or email me at wsmith@usaid.gov.

Sincerely,

Willette L. Smith
FOIA Consultant
Information & Records Division
Office of Management Services

Enclosures: a/s

/wls



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B_{usiness} T_{ransformation} E_{xecutive} C_{ommittee}

- ★ **Management Reform Principles**
- ★ **Management Accomplishments 2005-2007**
- ★ **USAID PMA Scorecard**

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- [Member Roster](#)
- [Meeting Notes](#)
- [Proud to Be](#)
- [Commercial Services Mgmt](#)
- [USAID/STATE JMC](#)
- [Key Documents](#)

What's New

The Knowledge Management (KM) Subcommittee was reestablished to provide oversight and guidance in the implementation of USAID's KM strategy. The subcommittee will promote the use of methodologies and technologies that enable the Agency's knowledge to be shared with the right people at the right time.

Government Reform News

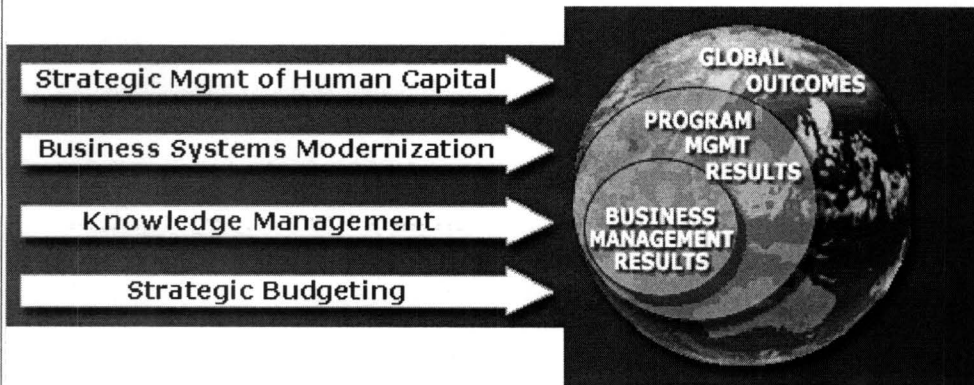
The acting director of the Office of Personnel Management is directing federal agencies to set targets for speeding up their hiring processes by October 2009... [MORE...](#)
****Other Reform News**

Search

--- Related Topics ---

---Select Option---

Search BTEC



We welcome your feedback. Please contact us with your comments.



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This Site: Knowledge Ma

Office of the Chief Information Officer > Knowledge Management > Knowledge Services Center

KNOWLEDGE SERVICES CENTER - TURNING INFORMATION INTO KNOWLEDGE

FIND

- In the USAID library catalog books, DVDs, language training materials, travel guides, and country and sector specific movies and documentaries.
- A starting point do to research
- Electronic journals and browse the table of contents
- Full-text articles to start your search
- Reliable, vetted, and update-to-date resources, such as World Bank eLibrary, EIU Reports, CIAO, and many others to do your own research.

Featured resources:
Academic Search Elite
JSTOR MEDLINE ScienceDirect



Mobile Apps from the KSC

- ScienceDirect
- EBSCO

- USAID-specific Lessons learned, best practices, and technical reports from the Development Experience Clearinghouse.
- E-book collection for current information on engineering, energy, climate change, food security, and geospatial information systems (GIS) and more.
- Development data and quantitative analytical support
- Resources to build your career and prepare for travel using multimedia professional development resources

REQUEST

- A book or article not in the KSC collection.
- Rosetta Stone login for foreign language training.
- Guidance and training on blogs, wikis, Developedia, and SharePoint team sites.
- Customized news alerts for development topics of interest.
- Country briefing packets for staff on the move.
- Customized research, analysis, and timely synthesis of data and information.
- News about the latest additions by subscribing to New This Month and DEC Express.

KSC News and Information

News @ the KSC 6/9/2011 5:06 PM
by Palmer, Victoria (M/CIO/KM)

News from the Library
New this Month- June 2011

Save the Date: 2011 Summer Seminar Series
Wednesdays, July 6, 13, 20, 27, and August 3 at the National Press Club from 9:30-11:00 am.

Information on past seminar series.

Borrowing Policies

Add new announcement

USAID Knowledge Services Center - RRB
M.01-010 (Mezzanine Level)

Email: ksc@usaid.gov
Phone: 202-712-0579
Fax: 202-216-3515
Hours: Monday- Friday: 9:00 AM - 5:00 PM
(Closed Federal Holidays)

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CAREERS

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USAID is hiring!

We are looking for people to fill a variety of Foreign Service positions overseas (for both career and limited term appointments), Civil Service positions in Washington DC, and interns. A background in development is not required for all positions; we are building a workforce rich in diversity and technical fields, with strong analytical capabilities. We invite you to review our career pages fully to see what opportunities we currently have available that match your skills and experience.

"Whatever it is we're trying to do in the world – whether it's lowering the number of women who die in childbirth, or eradicating a disease, or trying to bring democratic governance to parts of the world that are in transition – it takes staff who are smart and optimistic, and who understand how to invest in people. USAID should be a 'mixing pot' of people with backgrounds in banking, health, education, engineering, energy, and consulting, so the agency can incorporate best practices from industry into its operations. We're looking for people who are fundamentally entrepreneurial, and who can bring a 'Yes we can approach' to USAID."

— Dr Shah, USAID Administrator

Urgent Need:

Currently our most urgent hiring needs are for positions in Afghanistan and Pakistan. Our minimum requirements for these positions are a master's degree and at least 3 years of experience working overseas, or a Bachelor's degree and 8 years of work experience. We urgently need people with skills in the following areas:

- Agriculture
- General Development (multi-sector program management)
- Engineering
- Private Enterprise
- Education
- Health
- Crisis Stabilization and Governance

For more information on these positions, please go to: <http://www.usaid.gov/careers/fsls.html>

We also have an urgent need for Contracting Officers at multiple levels. The minimum requirements for these positions are a bachelor's degree and one (1) year of specialized experience in the procedures governing procurements using a variety of contracting methods. (Please see the individual job descriptions for more details <http://jobview.usajobs.gov/GetJob.aspx?OPMControl=1751145>.)

We encourage you apply for these jobs directly through the links you'll find here to our on-line application system (AVUE). If you have questions about the above positions or are unable to submit your application through AVUE, and you meet the minimum qualifications, you may send your resume and questions directly to URGENTJOBS@USAID.GOV. We will do our best to respond to you in 15 days. We will only be able to respond to questions about these positions through this address.

If you have other questions or would like to apply for other jobs, please follow the links in the sections below.

USAID's Hiring Reform Action Plan 2010

- [Managers' Involvement](#)
PDF 38KB
- [Applicants' Notification](#)
PDF 38KB
- [Category Rating](#)
PDF 43KB
- [KSA Elimination](#)
PDF 43KB
- [On-Boarding](#)
PDF 37KB
- [Quality/Speed of Hiring](#)
PDF 24KB
- [Resume/Cover Letter](#)
PDF 19KB

VACANCIES

SEARCH

We are delighted you are interested in working with USAID and look forward to receiving your applications.

Employment Opportunities at USAID

Why should USAID be part of your career? Our work is entirely unique: we work on behalf of the most generous people in the world to provide a better future for everyone by:

- Supporting Agriculture & the Environment
- Expanding Education & Training
- Fostering Democracy & Governance
- Advancing Global Health
- Promoting Economic Growth & Trade
- Cultivating Global Partnerships
- Providing humanitarian assistance

In short, there is nothing like it in the world. USAID personnel find themselves doing the best work in the most amazing places, whether it be helping see that HIV/AIDS drugs get to the most remote parts of Zimbabwe, helping farmers learn how to grow crops better in India, or teaching a society how to govern themselves democratically in the former Soviet Union. Everyday, USAID and its more than 4,000 partners work to help individuals and communities in more than 80 countries live a better life.

To learn more about the types of employment opportunities available at USAID, please see our [information for applicants page](#).

How Can You Work For USAID?

There are several ways you can work for USAID – please see the options below for further information and vacancy listings.

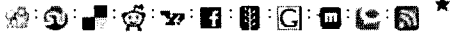
- [Civil Service](#)
- [Foreign Service:](#)
 - [Junior Officer \(JO\)](#)
 - [Mid-Level Officer](#)
 - [Foreign Service Limited Appointments \(FSLs\)](#)
 - [Foreign Service Nationals \(FSN\)](#)
- [Fellows Programs](#)
- [General Counsel](#)
 - [General Counsel Vacancies](#)
 - [General Counsel Internships](#)
- [Inspector General](#)
- [Senior Executive Service](#)
- [Student Internship Programs](#)
- [U.S. Personal Services Contracts \(PSC\)](#) (Note: Solicitations for personal services contracts—internationally recruited USPSCs and Washington-based USPSCs—may be found on [FedBizOpps \(www.fedbizopps.gov\)](#))

FOR JOB LISTINGS AND TO APPLY

All of USAID's available civil service and foreign service positions are listed on <http://www.usajobs.opm.gov>. Applications for USAID civil service or foreign service positions are accepted at the USAID address mentioned in the job announcement or at <http://www.avuedigitalservices.com/usaid/applicant.html>. USAID uses no agents to hire civil service or foreign service employees. USAID never asks for cash or payment of any kind as a part of the hiring process.

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Locations



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USAID

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Welcome to the USAID Ethics Homepage. This resource, which will be updated on a continuing basis, is intended to assist USAID employees seeking general information on a variety of topics relating to USAID and government-wide statutory and regulatory ETHICS requirements. By using this site, USAID employees will be able to familiarize themselves with the statutes and regulations that govern their ethical conduct as government employees. We have attempted to incorporate interrelated topics with each issue so that the user may obtain a more comprehensive review of his/her particular question. Topics include GC/EA issued guidance and links to other sites.

Please understand, however, that our homepage is not intended to substitute for situation-specific legal advice provided by USAID GC/EA or Regional Legal Advisors (RLAs). While GC/EA encourages USAID employees to use this site to better structure their inquiries and understand their situations, USAID employees should continue to consult GC/EA or their RLAs when ethical questions arise. Employees who fail to consult with appropriate agency ethics officials risk being left vulnerable to civil and criminal investigations that could result in administrative, civil, or criminal penalties.

If you have any questions regarding conflicts of interest or governmental standards of ethical conduct, please contact your RLA or USAID GC/EA.

Executive Diversity Council

EDC

USAID EXECUTIVE DIVERSITY COUNCIL NEWS:

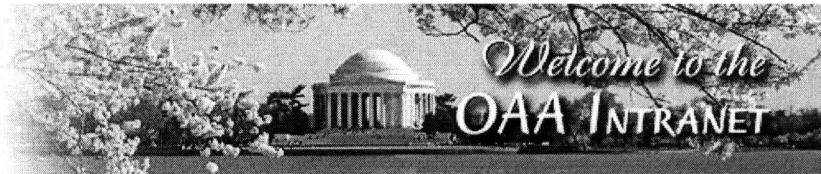
■ 2009 Diversity and Inclusiveness Survey

Please find attached the [final version of the 2009 Diversity Survey Report](#). This was an independent survey administered by the USAID Executive Diversity Council.

- With the Administrator's leadership, USAID has made great strides in promoting diversity in its workforce. Over the past 18 months, the percentage of minorities represented in our Senior Executive Service (SES) increased from 28.6 percent to 39.1 percent. USAID has a 23.2 percent higher representation of minorities in the SES than the government at-large and also is 12.1 percent higher than the government-wide representation of minorities in the SES development pool at the GS-14 and GS-15 levels.
- Among all of our new hires throughout the Agency in the past 18 months, USAID exceeds the average representation of minorities in the National Civilian Labor Force by 25.4 percent.
- This year, USAID added a new criterion for advancement to Senior Foreign Service and Senior Executive positions - candidates must have demonstrated a commitment to promoting diversity. This will help ensure that respect for diversity is promoted throughout the workplace, both in Washington and in overseas missions.
- This improvement in USAID's diversity is due in part to significant advances in recruitment. Applications from minority-serving colleges and associations rose from approximately 50 to more than 1,100. Among Foreign Service Office (FSO) new hires, minority representation increased by 12.3 percent by 2007 and 2008. A new program providing internships also has improved diversity in the Agency. Program participants include five Hispanic/Latinos interns through the Hispanic Association of Colleges and Universities (HACU), two Native American interns through the Washington Internship for Native Students (WINS), two African Americans from Historically Black Colleges and Universities (HBCUs), two other African Americans and one person with a disability.
- USAID worked with State to extend access to emergency visitation travel, security training, FAST language courses, distance learning training, and a course for Iraq-bound employees to Members of Household (MOHs) this year.



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[OAA Training](#)
[Tool Box](#)
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Friday, September 02, 2011

Due Diligence...Accountability...Transparency...Best Value...Results

Welcome to the Office of Acquisition and Assistance (OAA). OAA provides stewardship of U.S. taxpayer funds through the management, evaluation/audit, and awarding of USAID awards—including contracts, grants, cooperative agreements, and other tools that serve to deliver foreign assistance.

[COTR/AOTR list](#)
[IQC Form](#)
[LWA Form](#)
[BPA Form](#)
[A & A PROFESSIONALS
CONFERENCE 2010](#)
[Policy Help Desk](#)


Pilot Warrant Program

July 2011 USAID/General Notice — Introduction of Foreign Service National (FSN) Pilot Warrant Program

OAA is pleased to announce a two year pilot program through which Missions may recruit qualified Foreign Service Nationals to serve as Administrative Contracting Officers and Assistance Officers. [Read More...](#)

- [FSN Pilot Warrant Program Manual](#) [Word Document 174KB]

July 2011 USAID/General Notice — Introduction of Third Country National (TCN) and United States Personal Services Contractor (U.S. PSC) Pilot Warrant Program

OAA is pleased to announce a two year pilot program through which Missions may recruit both TCN and U.S. citizens to serve as PSC Contracting and Assistance Officers (CO/AO). Under the Pilot Program, PSCs can obtain warrant authority up to \$10 million. [Read More...](#)

- [Pilot Warrant Program Manual](#) [Word Document 270KB]

Any questions concerning these notices may be directed to:
WarrantPilotProgramFSN@usaid.gov.



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We welcome your comments and suggestions via e-mail at: aawebmaster@usaid.gov.

This file was last updated on: Tuesday, 16-Aug-2011 09:23:21 EDT [Privacy Policy](#)



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Office of Civil Rights and Diversity



[HOME](#) | [STAFF](#) | [LEGAL](#) | [POLICY](#) | [COMPLAINTS](#) | [CALENDAR](#) | [FAQ](#) | [RESOURCES](#) | [CONTACT](#)



Welcome

This is the place for general information and guidance about Equal Employment Opportunity (EEO) and diversity at USAID. We at USAID's Office of Civil Rights and Diversity (OCRD) invite you to explore the site for information about EEO. You'll find useful information, and if you can't quite find what you are looking for, guidance to where additional information can be found - such as **ADS 110**, Equal Employment Opportunity.

Search the OCRD Site:

At OCRD, we work with you to expand the principle expressed in our logo "Valuing Diversity - Appreciating Our Differences." The Foreign Service Act, which is our authorizing legislation, tells us USAID's workforce is to be representative of the American people. Accomplishing the agency's mission of raising the quality of life of people around the world is best achieved by a diverse workforce, valued for its differences and what those differences have to offer in problem solving and achieving agency goals.

Additional Resources

- [Diversity Recruitment Sources Guide](#)
- [Training](#)
- [Related Sites](#)
- [No FEAR Act](#)

We also work with you to assure that our workplace is free from discrimination and harassment. Equal opportunity is not an empty concept. Rather, it has the force of law, regulation, and USAID policy behind it. If you have questions or concerns about a problem of discrimination or harassment, you can turn to OCRD for guidance and assistance with problem solving.

Dispute Intake and Resolution

- [Alternative Dispute Resolution \(ADR\)](#)
- [ADR Mediation Brochure](#)
- [EEO Complaint Process](#)
- [OCRD Forms](#)
- [EEO Counselors](#)
- [Complaint Statistics](#)
- [Guide to the EEO](#)
- [Complaints Process](#)

This website will be adding, subtracting, and changing from time to time, and we welcome your suggestions as to what you find would be most helpful to you.

Right now, take a look at our **Customer Service Plan** and begin to explore OCRD and what we do.

Again, welcome. Stay a while, and come back often.

Diversity Management and Outreach

- [Diversity Management and Outreach Overview](#)
- [Diversity Awareness Initiatives](#)
- [Diversity Leadership Council](#)
- [Diversity Leadership Council Charter](#)
- [Affinity Groups and Liaisons](#)
- [Annual Reports](#)
- [Workforce Profiles](#)
- [Workforce Data Tables and Charts](#)
- [Related Links](#)

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Occupational Safety and Health

SEARCH

Web Site

GO

[Advanced search options...](#)

[Home](#) | [Vision Statement](#) | [Guiding Principles](#) | [Philosophy](#) | [Principles](#) | [Employee Rights & Responsibilities](#) | [Authority](#)



- [Accident/Injury Reporting](#)
- [Accident/Injury Data](#)
- [Automatic External Defibrillator \(AED\) Program](#)
- [AED/CPR Trained Responders by Floor](#)
- [Assembly/Rally Areas by Bureau](#)
- [Bomb Threat/Suspicious Package Procedures](#)
- [Bomb Threat Worksheet](#)
- [Department of State \(SA44\) Occupant Emergency Plan \(OEP\)](#)
- [Earthquake](#)
- [Emergency Assist Chairs](#)
- [Emergency Escape Hoods](#)
- [Emergency Event Worksheet for DO and AO](#)
- [Employee Emergency Roll Call Form](#)
- [EPA Potomac Yards Occupant Emergency Plan \(OEP\)](#)
- [Ergonomics](#)
- [Evacuation Process Checklist](#)
- [Evacuation Procedures](#)
- [Fire/Smoke](#)
- [Fire Prevention](#)
- [Hazardous Materials](#)
- [Hazard Reporting](#)
- [Hurricane](#)
- [Medical Emergencies](#)
- [Missing Person Worksheet](#)
- [Natural Disasters](#)
- [OEP Exercise Evaluation Document](#)
- [Pandemic Flu](#)
- [Power Outage](#)
- [Ronald Reagan Building Occupant Emergency Plan \(OEP\)](#)
- [Shelter-In-Place Procedures](#)
- [Tornado](#)
- [Safety Related Web Sites](#)
- [Contact the Safety and Occupational Health Manager](#)

Please contact

John Peevey, Designated Official, at 202-712-1643 for further assistance.

Welcome to the United States Agency for International Development's Safety Resource Page

Disclaimer:

The policy directives and required procedures on this Web site will be incorporated into ADS chapter 529, Safety Program, before the end of the year

Vision Statement

The USAID will become a leader in occupational safety and health for the federal government and private sector by demonstrating a commitment to integrating working safely into all of our operations and delivery of services.

[Back to the top](#)

Guiding Principles

People — Employees are our most valued resource. Our employees must be provided a safe and healthful workplace.

Customers — When our employees work more safely, our performance improves.

Excellence — We can demonstrate that management and employee attention to working safely is good business.

Integrity — As a leader in occupational safety and health, we enhance our integrity with our customers, business partners, and the Government.

Community Responsibilities — When our employees work safely, our customers are safer and we lead other employers by example.

[Back to the top](#)

Safety Philosophy

The safety philosophy of USAID is the following:

- a. Any occupational injury and illness can be prevented. This goal is realistic, not theoretical. Supervisors and managers have primary responsibility for the well-being of employees.
- b. Management, which includes all levels including the first-line supervisor, is responsible and accountable for the prevention of accidents and control of resultant losses. Just as the line organization is responsible for attaining mission goals, ensuring quality of performance, maintaining good employee relations, and operating within cost and budget guidelines, supervisors and managers must likewise accept their share of responsibility for the safety and health of employees.
- c. It is possible to safeguard against all operating exposures that can result in accidents, injuries, and illnesses. It is preferable to eliminate the sources of danger. However, where this is not practical, management must use protective measures such as engineering controls, safety devices, administrative actions, and personal protective equipment.

- d. All employees must be trained in proper work procedures and must be educated to work safely and to understand that they are responsible for doing so. Management is responsible for the adequate safety training and education of employees. However, all employees are responsible for working safely, and, in doing so, they benefit not only their organization but also themselves in a very real way.
- e. It is good business in terms of efficiency and economy to prevent personal injuries on and off the job. In addition to humanitarian considerations, injuries drain resources and reduce efficiency.

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Principles

Management Commitment, Involvement, and Accountability

Managers must demonstrate commitment to providing safe and healthful working conditions for all USAID employees and in all USAID owned, leased or controlled installations, become involved in day-to-day safety performance, and be held accountable for safety performance and compliance with OSHA and internal USAID standards and regulations.

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Employee Rights and Responsibilities

Rights

Employees have the right to:

- a. Become actively involved in USAID's Safety and Health Program and to be provided a safe and healthful work environment.
- b. Report unsafe and unhealthful working conditions, using AID Form 529.1, Notice of Potential Hazard.
- c. Consult with management directly, if unrepresented, or through appropriate employee representatives on safety and health matters, i.e., program effectiveness, and participate in inspection activities where permissible.
- d. Participate in the safety and health program without fear of restraint, interference, coercion, discrimination, or reprisal.

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Responsibilities

It is the responsibility of all employees to:

- a. Comply with all OSHA and USAID safety and health regulations, procedures, and practices, including the use of approved personal protective equipment.
- b. Keep the work area in a safe and healthful condition through good housekeeping and proper maintenance of property and equipment.
- c. Immediately report safety hazards and unsafe working conditions.
- d. Perform all duties in a safe manner.
- e. Immediately report any accident or injury in which they are involved to their supervisors, regardless of the extent of injury or amount of damages.
- f. Drive defensively and professionally; extending courtesy in all situations; and obeying all state, local, and


USAID regulations when driving a vehicle owned, leased, or contracted for by USAID.

[Back to the top](#)

Authority

The United States Agency for International Development (USAID) is subject to Public Law Number 91-596, the Occupational Safety and Health (OSH) Act of 1970, Executive Order 12196, Section 1-201 and 29 CFR 1960.16. The Occupational Safety and Health Administration (OSHA) is responsible for promulgating and enforcing standards and regulations under the OSH Act to promote safe work practices and conditions.

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This Site: Knowledge Ma

Office of the Chief Information Officer > Knowledge Management > Website Support

Website Design, Development, & Support

As a global organization, it is important that USAID share information throughout the Agency, with its partners, and with the general public. Web sites are a fantastic way to do so.

Web Services' experienced and customer service-oriented team provides website design, development, maintenance, hosting, and support to USAID's internal intranet and public internet websites.

Most Web Services' sites use either a SharePoint or Drupal content management system, which lets the organization maintain its own content in a familiar and easy-to-use interface without prior knowledge of HTML. A web-based content management system also frees USAID missions and offices to post content in a timely manner, without having to wait for Washington, D.C. to make content updates or alterations.

USAID Network and Mission Websites

Web Services offers secure and reliable hosting on USAID's network in Washington, D.C., and it works with missions to customize web sites to meet the needs they've identified. It builds most sites using the online content management system known as Drupal. Because it is an open-source product, it keeps costs down.

Examples:

- Armenia
- Azerbaijan
- Brazil
- Cambodia
- Georgia
- Iraq
- Kenya
- Liberia
- Nigeria
- Senegal
- South Africa

Online Portals

To allow missions to collaborate with partner organizations and to provide services that would otherwise be slow to access over remote access solutions, Web Services created for them Internet-based web portals. These web portals include features such as web-based email, file sharing, discussion forums, and internal blogs.

Examples:

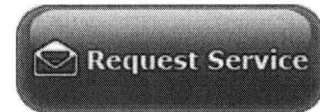
- Iraq
- Sudan
- Afghanistan

Bureau Websites

Bureau and division intranet sites can communicate goals, accomplishments, history, and experience to others in USAID. Web Services has provided several groups with internal sites.

Examples:

- Office of the Chief Information Officer
- Democracy, Conflict and Humanitarian Assistance
- EXO Tool Box
- Policy Planning and Learning



For Assistance with Web Sites

Web Services has expertise with website design, development, hosting, security, testing, usability, support, and Section-508 compliance.

Please feel free to contact us for more information or to schedule a meeting.

Web Services Blog

USAID Web Services

Blogs@USAID Upgrade

Government Embraces Drupal

Blogs@USAID Upgrade

Printing with Style

USAID/Azerbaijan Launches new website

- Office of Development Partners

USAID Public Internet Sites

Project sites allow specific USAID groups to share program information with the public.

Examples:

- USAID Forward

[HOME](#) | [SITE MAP](#) | [PRIVACY POLICY](#) | [INTRANET FEEDBACK](#) | [WEB STATISTICS](#) | [MAINTAINED BY WEB SERVICES](#)



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Office of
The Chief Financial Officer

Immediate Office of the CFO M/CFO	Financial Systems M/CFO/FS	Central Accounting & Reporting M/CFO/CAR	Washington Financial Services M/CFO/WFS	Cash Management & Payment M/CFO/CMP	Payroll M/CFO/P	Audit, Performance & Compliance M/CFO/APC	Financial, Policy & Support M/CFO/FPS
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At your Service

Message from the CFO

CFO Strategic Business Plan

Organizational Chart

CFO Divisions

Chief Accountants Net

Cognizant Controller's Missions

Financial Analysts' Network (FAN)

Chief Accountants Conference 2011

Controllers' Conference 2009

CPC Controllers' Conference 2009

FA Support Training (FAST)

Financial Review Assessment

Resources

Agency Sponsored Travel Card

Training

FS Assign TA Std Language

PSC Controllers

Time and Attendance(T & A)

CPE Credit Opportunity

Accruals Worksheets

Funding The USAID Workforce

Expanded Object Class Codes

CFO File Cabinet

CFO Bulletins

Agency Financial Report (AFR)

Phoenix Central

Phoenix Year-End Guidance

620q Report

Improper Payments Info. Act

FMFIA

Status of Open Audits

Web Time and Attendance (click to login)

In April 2008, USAID launched the "webTA" system. In October of 2009 webTA will be used to collect the time and attendance for USPSC staff (as well as certain TCN PSCs). Shifting the payroll processing for PSCs to NFC and webTA will be done in phases, beginning in pay period 20. PSC staff will now have advantage of NFC services such as the Employee Personal Page (where they can track their earnings and leave statements, and make changes to withholdings). Below are links that will facilitate this transition.

Project Background	Training Aids	Log in and User Support
Project Description	Version 3.8 Guides: Quick Reference Guides Tips for Common Usage Questions	Log in to Production (version 3.8)
Notices and Communications	Post Differential Procedures in webTA	Software Help: CIO-HELPDESK@usaid.gov
Pay Period Calendars	Version 3.8 Training Documents: Employee Role Supervisor Role Timekeeper Role	USPSC payroll Help: USPSC@usaid.gov Policy & Procedure Help: Voice: 202 712 5234 x 1

USPSC/TCN Financial Procedures

Outside USAID

FirstGov

State

JMC

ICASS

OMB

GAO

OPM

GSA

Treasury

FASAB

FSIO (JFMIP)

Search This Site:

Go!

[Home](#)

[ICFO](#)

[FS](#)

[CAR](#)

[WFS](#)

[CMP](#)

[P](#)

[APC](#)

[FPS](#)

Last Update: 08/02/2011 Question or Comments? Please contact Ed Encarnacion at eencarnacion@usaid.gov.

ABOUT USAID

LOCATIONS

OUR WORK

PUBLIC AFFAIRS

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USAID

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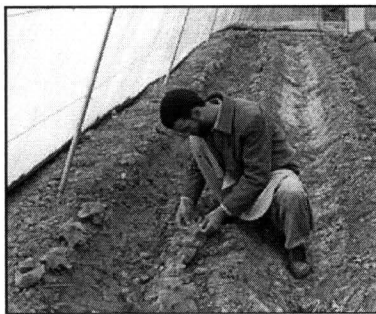
AGRICULTURE



You are here » [Home](#) » [Our Work](#) » [Agriculture](#)

Overview

Agricultural development is a proven [engine of growth](#) that reduces global hunger and poverty. Historical evidence from 18th century England, 19th century Japan, and modern China shows that agricultural growth was a key factor in industrial growth and economic development.



USAID supported greenhouses allow farmers in Afghanistan like Mola Shah Goel to grow fruits and vegetables for sale year round.

The recent [global recession](#) and [food price crisis](#) added to the suffering of people living in poverty and with chronic hunger. Around 75% of people in developing countries live in rural areas, with the vast majority dependent on agriculture for their livelihoods. In many famine prevalent countries, farming is done mostly by women. However, women only own 2% of land worldwide and often have limited access to agriculture inputs, loans, and opportunities to learn about improved techniques.

The [United Nations Millennium Development Goals](#) brought global attention to the problem of food insecurity and the important role of agriculture innovation and investment in developing countries. The first goal calls for the eradication of extreme poverty and hunger and requires significant investment in agriculture by donors, developing countries, and the private sector. USAID assists developing countries harness agriculture for economic growth to increase the supply and lower the cost of food by making agriculture more efficient, productive, and sustainable.

At the April 2009 G20 Summit, President Obama called upon Congress to [double U.S. support for agricultural development](#) in developing countries to more than \$1 billion. Recognizing that solving food insecurity requires engaging the world's poorest populations toward rapid, sustained economic growth, the President tasked USAID to take a leading role in the endeavor.

USAID's approach

USAID has a long history of technical leadership in international agricultural development by drawing upon the expertise of U.S. universities, industry, non-governmental and private voluntary organizations, multilateral development partners, and its own technical staff. USAID supports country-driven strategies and invests in strengthening both public and private institutions that underpin growth of the agricultural sector. The Agency works throughout the sector, from developing improved seeds and management practices to strengthening the industries along the agricultural value chain. USAID is scaling-up a comprehensive approach to agriculture by:

- Developing [agricultural markets, trade, and finance](#)
- Promoting [food and nutritional security](#)
- Funding [collaborative science and technology research efforts](#)
- Organizing [volunteer technical assistance and extension services](#)
- Fostering support for [biotechnology-related decisions and access](#)
- Developing and supporting sound programs for [livestock and sustainable agriculture](#)

Additional resources

IN THE SPOTLIGHT



Agriculture

QUICK LINKS

PUBLICATIONS

SEARCH

Did You Know?

In 1968, USAID

Administrator

William Gaud

coined the term

"Green Revolution."

[Agrilinks](#)

USAID supported site with information on agricultural and food security related topics

[Center for Global Development](#)

Provides several case studies and innovative approaches to agricultural development and food security

[Food and Agriculture Organization of the United Nations](#)

Includes information on current UN food security projects, past food summits, and country briefs

[International Food Policy Research Institute](#)

Works to provide policy solutions to hunger and malnutrition by researching the effects of climate change, food prices, gender inequality, and other factors on agricultural development and food security.

[International Fund for Agricultural Development](#)

Established by the United Nations to finance agricultural development projects

[World Food Program of the United Nations](#)

Provides food assistance during emergency situations

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Last Updated on: November 22, 2010



USAID
FROM THE AMERICAN PEOPLE

Center for Faith Based and Community Initiatives

[THE CFBCI](#)

[Other NGO Resources](#)

[FAQ about the CFBCI for NGOs](#)

MISSION RESOURCES

STRATEGIC PARTNERS GUIDEBOOK (pdf)

HANDOUTS FOR NGO OUTREACH

- ▲ [FAQ about the CFBCI \(pdf\)](#)
- ▲ [NGO Background Information \(pdf\)](#)
- ▲ [List of Capacity Building Organizations \(pdf\)](#)
- ▲ [Partnering with USAID \(pdf\)](#)
- ▲ [Other NGO Resources \(pdf\)](#)

CAPACITY-BUILDING FOR NGOS

- ▲ [Private Voluntary Organization Registration](#)
- ▲ [Capacity-Building Organizations](#)
- ▲ [Global Development Alliance](#)
- ▲ [FAQs Regarding Public-Private Partnerships](#)

REPLICABLE MODELS - MISSIONS

INTERMEDIARY PARTNERSHIPS

- ▲ [Mentor Protégé Relationships](#)

WORKING WITH LOCAL PARTNERS

- ▲ [Building Sustainability](#)

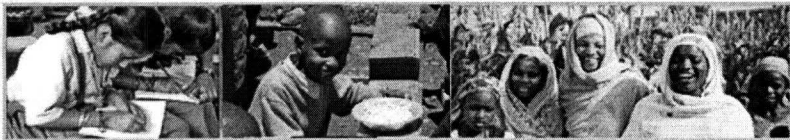
PUBLICATIONS

THE FBCI STRATEGIC PARTNERS GUIDE

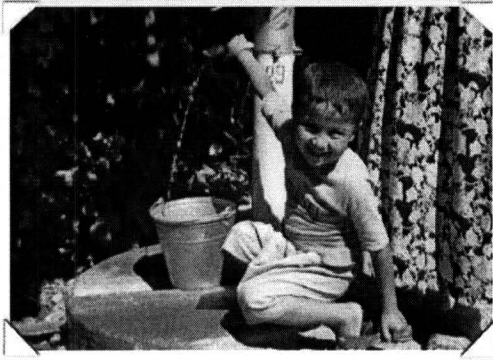
CURRENT NEWSLETTER

- ▲ [10.06.10](#)

Tuesday, September 06, 2011



ABOUT THE CFBCI



Uzbek boy gets fresh water from a well in Kyrgyzstan. USAID's Peaceful Communities Initiative has rebuilt water and gas distribution systems, as well as improving schools and creating multi-ethnic sports teams and children's festivals.

The Center for Faith-Based and Community Initiatives (CFBCI) of USAID was established in 2002 to create a level playing field for faith and community-based organizations when competing for USAID funding.

The CFBCI works

1. Serve as a bridge between faith and community-based non-government organizations and government.
2. Increase the capacity of faith & community based non-governmental organizations or NGOs to better compete for funding opportunities.
3. Eliminate barriers to faith and community-based organizations.
4. Increase collaboration among the people and organizations addressing some of the greatest social service needs in our world today.

The CFBCI works to ensure that faith and community-based organizations are properly informed about the guidelines that they will need to follow to apply and successfully administer federal funding. The Center also works to address legal and policy issues and educate USAID staff about the Initiative. Additionally, it links faith and community-based organizations with capacity building resources that can be helpful to them.

The Center supplies information and training, but it does not make the decisions about which groups will be funded. Those decisions are made through procedures established by each grant program, generally involving a competitive process. No grant funding is set aside for faith-based organizations. Instead, the Faith-Based and Community Initiative creates a "level-playing field" for faith-based as well as other community organizations to compete so that they can work with the government to meet the needs of communities throughout the developing world.

The role faith-based and community organizations can play in meeting development objectives is critical, and providing technical assistance for new and potential partners is important for a level playing field. Communicating regularly with faith-based and community groups about conferences, funding opportunities, and regulations regarding provision of U.S. Government assistance is essential.

The Center encourages collaboration between groups with similar objectives and goals and regularly highlights conferences and funding

CFBCI

ARCHIVES

- PMI REPORTS
- FOOD FOR PEACE REPORTS
- OGAC REPORTS
- PEPFAR REPORTS
- ALL NEWSLETTERS

UPCOMING EVENTS

2009

Jan	Feb	Mar	Apr
May	Jun	Jul	Aug
Sep	Oct	Nov	Dec

READING LIST

EXECUTIVE ORDERS

DEVELOPMENT & FAITH-BASED BOOKS & ARTICLES

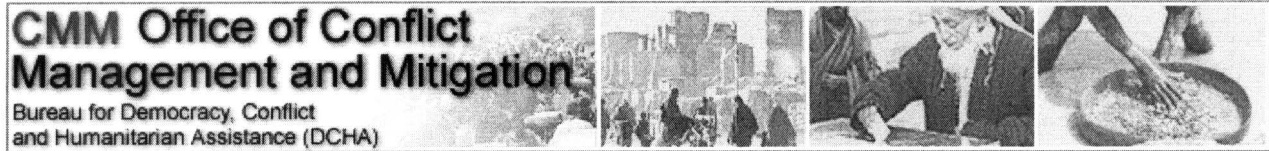
INTERNET ARTICLES, STUDIES & TIPS

opportunities that may be beneficial to FBCOs through our CFBCI Newsletter. To sign up for the Newsletter, [click here](#). To learn more about funding opportunities and to review resources on grants and the procedures used by each grant program to determine funding, [click here](#).

- ▶ **On October 20, 2004, the final Rule for participation by religious organizations in USAID programs was issued**, which implemented the Executive Orders to allow faith-based organizations to compete on equal footing with other organizations for USAID grants.

 **Related Information**





[Home](#) • [Office](#) • [IQCs](#) • [Assessments](#) • [Publications](#) • [Events](#) • [Contact CMM](#) • [CMM Blog](#)

CMM Vision and Mission

CMM envisions an agency that effectively prevents, mitigates and manages the causes and consequences of violent conflict and fragility.

CMM leads USAID's efforts to identify and analyze sources of conflict and fragility; supports early responses to address the causes and consequences of instability and violent conflict; and seeks to integrate conflict mitigation and management into USAID's analysis, strategies and programs.

To learn more about CMM, [click here](#).

Field Support

Download the 2011-2012 [Mission Support Services Snapshot](#) to learn more about the services and products that DCHA/CMM provides to missions and embassies.

Announcements

- USAID is pleased to announce the availability of the Complex Crises Fund (CCF), which will continue to enable the United States government to help prevent, mitigate, and respond to emerging or unforeseen complex crises overseas. Funding from this USAID account, for which Congress appropriated almost \$40 million in FY 2011, may be made available to support programs managed by U.S. government agencies. [Click here to read the cable providing background on the fund and how posts and agencies may access it.](#)
- The Summer 2011 edition of [CMM Alerts](#), the newsletter of the Office of Conflict Management and Mitigation, is now available. See [here](#) for past editions, or check out our [blog](#)

For more information about these or other upcoming DCHA/CMM events, contact conflict@usaid.gov.

This page was last updated on August 8, 2011.

[Africa](#)

[Asia/Near East](#)

[Europe & Eurasia](#)

[Latin America](#)

Alert List & Early Warning

Conflict Assessments

Programming Effectiveness

Peace Processes

Statebuilding

Natural Resource Management

Insurgency & Extremism

Identity & Religion

Diaspora

Gender

Emerging Trends & Other Topics

USAID Conflict Mitigation and Management Policy (234 kb)

USAID Conflict Mitigation and Management Policy Implementation Guidelines (243 kb)

USAID Fragile States Strategy (388 KB)

Other Conflict Publications



USAID
FROM THE AMERICAN PEOPLE

MINORITY SERVING INSTITUTIONS PROGRAM

Office of Small and Disadvantaged Business Utilization

MSI at USAID

- [USAID Fact Sheet](#)
- [USAID Policy](#)
- [USAID's MSI Committee](#)

PRESIDENTIAL EXECUTIVE ORDERS

- [Historically Black Colleges and Universities](#)
- [Educational Excellence for Hispanic Americans](#)
- [Tribal Colleges and Universities](#)

PRESIDENT'S BOARD OF ADVISORS

- [Historically Black Colleges and Universities](#)
- [Educational Excellence for Hispanic Americans](#)
- [Tribal Colleges and Universities](#)

ANNUAL FEDERAL PLANS AND REPORTS

- [FY 2005 Report on HBCUs](#)
- [FY 2004 Report on HBCUs](#)
- [FY 2003 Report on HBCUs](#)
- [FY 2002 Report on HSIs](#)
- [FY 2000 Report of HSIs](#)
- [FY 2006 Report on TCUs](#)
- [FY 2005 Report on TCUs](#)

LIST OF MSI COLLEGES AND UNIVERSITIES

- [HBCU](#)
- [HSI](#)
- [TCU](#)

MSI ORGANIZATIONS AND OTHER RELATED WEBSITES

Minority Serving Institutions (MSIs) are institutions of higher education in the United States that either historically or currently have ethnic minority student enrollments of more than 25 percent. Individual Executive Orders have been issued requiring Federal Agencies to increase opportunities for Historically Black Colleges and Universities (HBCUs), Hispanic Serving Institutions (HSIs) and Tribal Colleges and Universities (TCUs) to participate in and benefit from programs and activities in Federal Government Agencies.

The Office of Small and Disadvantaged Business Utilization (OSDBU) coordinates the MSI and Small Business Programs. OSDBU staff is the initial point of contact for MSIs. USAID established a MSI Committee to develop strategies for creating new partnerships and ensure compliance with the Executive Orders. The Committee, which consists of representatives from each bureau and independent office within USAID, is responsible for recommending policies, initiatives, and activities to increase MSI participation in USAID programs and activities.

The MSI unit in the Office of Small and Disadvantaged Business Utilization is responsible for data collection for annual reports to the White House on USAID's plans and performance in utilizing MSIs, information sharing, and providing advice and counsel to HBCUs and other MSIs. They also provide guidance to USAID Bureaus and missions in developing activities and initiatives to increase the participation of HBCUs and other MSIs in USAID programs.

MSIs are involved in activities with USAID around the world, including a variety of research and development projects, participant training, fellowships and internships.

This page was updated on Wednesday, 05-Mar-2008 16:03:12 EST. Questions or Comments?

Please contact: [Tracy Scrivner](#)

- [White House Initiative on Educational Excellence for Hispanic Americans](#)
- [White House Initiative on Historically Black Colleges and Universities](#)
- [White House Initiative on Tribal Colleges and Universities](#)
- American Indian Higher Education Consortium ([AIHEC](#))
- Hispanic Association of Colleges and Universities ([HACU](#))
- National Association for Equal Opportunities in Higher Education ([NAFEO](#))
- UNCF: [Special Programs Corporation](#)

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Country Development
Cooperation Strategy Guidance

Positioning USAID for
Success | ODP

ODP Employee Welcome
Packet and OP Procedures

USAID University



Foreign Assistance: The Foreign Assistance Dashboard was created in response to the principles of the Paris Declaration on Aid Effectiveness and President Obama's Government Initiative. The goal of the Foreign Assistance Dashboard is to provide a wide variety of stakeholders, including U.S. citizens, civil society organizations, the Congress, U.S. Government (USG) agencies, donors, and partner governments, to examine, research, and track USG foreign assistance investments in an accessible and easy-to-understand format.



The Council on Foreign Relations: The Quadrennial Diplomacy and Development Review (QDDR), two years in the making, was presented by Secretary of State Hillary Clinton yesterday as a foreign-policy roadmap that sees "leading through civilian power" as a way to save lives and money.....read more



PR Newswire: Four ACDI/VOCA volunteers were honored yesterday at the USAID Farmer-to-Farmer Volunteer Appreciation event for their outstanding service this year to reduce hunger in poor communities worldwide....read more



Foreign Policy: When historians look back to the moment when the post-Cold War reign of American power ended, they may well settle on 2010 as a crucial year. Everywhere, it seemed, there were signs that the long-predicted "rise of the rest" had finally occurred, whether in the newfound assertiveness of fast-growing China or the impatient diplomacy of new powers like Brazil and Turkey. Foreign Policy's second annual list of the Top 100 Global Thinkers fully reflects that new world....read more

Today is Friday, September 2.



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EGAT



Office of GENDER EQUALITY AND WOMEN'S EMPOWERMENT

Supporting Gender Integration throughout USAID

About Us

An introduction to our office, our team, and the senior staff who lead USAID's efforts in gender and women's issues. Includes GenDev team technical expertise and contact information.

Field Support Mechanisms

Information on field support mechanisms (Gender Integration TA, Anti-Trafficking TA) and the new ADVANTAGE IQC.

Technical Areas

Information and resources on various technical areas especially pertinent to women and gender. Includes both those in which GenDev works and those led by other bureaus like Global Health and DCHA.

Gender Integration & the ADS

Guidance and tips to help USAID officers integrate gender throughout the project cycle, from planning to procurement to M&E. Includes sample SOWs, gender analyses/assessments, and FAQs on ADS gender requirements.

Training & Events

Calendar of events, Wednesdays with GenDev, and links to materials from past gender training workshops on Gender Integration, Economic Growth, Trafficking in Persons, and Gender-Based Violence.

Resources & Publications

Links to GenDev resources, pre-populated document lists organized by region, sector, and activity, and a searchable database of publications produced or supported by the GenDev office.

Highlights

IN THE SPOTLIGHT

Deputy Administrator Donald Steinberg has received InterAction's 2011 Mildred Robbins Leet Award for the Advancement of Women
[Learn More](#)



WHAT'S NEW

8/18/2011: [African Women in Agricultural Research and Development \(AWARD\) announces winners of 2011 fellowships](#)

8/8/2011: [Gender Equality and Women's Empowerment - Defining Success, Gender-Related Policy and Strategy - Efforts Underway \(PDF, 232kb\)](#)

7/27/2011: [Message from Carla Koppell, Sr. Coordinator for Gender Equality & Women's Empowerment to USAID Mission Gender Contacts](#)

7/22/2011: [USAID responds to Horn of Africa crisis, helps mothers and children in Ethiopia's Somali Region](#)

Recent What's New Items

CALENDAR OF EVENTS

9/13/11: [Presentation of "Global Report on the Status of Women in the News Media", Center for International Media Assistance](#)

9/13/11: [Unleashing the Power of Women and Girls, National Geographic Headquarters](#)

9/21/11: [Webinar on "Human Rights and Gender Equality in Evaluations", 9.15am-10.30am EST](#)

More Upcoming Events

Gender Leadership at USAID



Carla Koppell, Senior Coordinator for Gender Equality & Women's Empowerment

Ms. Koppell is accelerating USAID's efforts to integrate gender equality as cross-cutting throughout the agency and provides USAID leadership with expert advice and guidance.



Caren Grown, Senior Gender Advisor

Dr. Grown leads both the PPL Task Team on Policy and Implementation Guidelines on Gender Equality and Female Empowerment and the Gender Champions working group.



Gender in Africa

Home | Admin | Budget | Aid Coordination | CDO Toolkit | Program Officers | Strategic Planning

Updated: Wednesday, 13-Jul-2011 15:49:09 EDT

Gender in Africa Home

Sectors

- » Agriculture and Food Security
- » Democracy and Governance
- » Education
- » Environment
- » Female Genital Mutilation/Cutting
- » Gender-based Violence
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- » Information, Communication and Audiovisuals
- » Land Tenure and Property Rights
- » Microenterprise and Development
- » Poverty Reduction and Economic Issues
- » Trade and Development
- » Trafficking in Persons
- » Youth

Courses and Training

Gender Links

Historical USAID Documents

Regional Organizations and Protocols

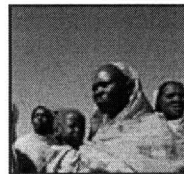
Tools

Current News and Resources



U.N. Approves new "U.N. Women"

The 'High-Level Segment of the Economic and Social Council's (ECOSOC) 2010 Annual Ministerial Review' ended with the adoption of a declaration re-asserting ECOSOC's commitment to achieving gender equality around the globe. The ministerial declaration adopts a variety of measures aimed at promoting gender equality worldwide. The most heralded element of the declaration is the establishment of an official United Nations Entity for Gender Equality and the Empowerment of Women, or U.N. Women, which was approved by the U.N. General Assembly. For more information see Hot Topics.

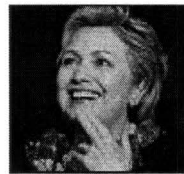


ADS Revision

In December 2009, USAID issued revised ADS guidelines aiming to strengthen gender integration into USAID programming. Along with the ADS revisions, the EGAT/WID Office has issued a companion document aimed at clarifying concepts and helping missions and their staff implement the changes of the ADS. The Gender Advisor for the Africa Bureau can provide technical assistance regarding these changes upon consultation.

Revisions to ADS Chapters 201, 203, 302, and 303, to Strengthen Gender Integration in USAID Planning and Programming

Additional help document: Guide to Gender Integration and Analysis



Secretary Hillary Clinton's remarks at the UN Commission on the Status of Women
Clinton Repeats "Call To Action" On Women's Equality (AP). The AP (3/12, Lederer) reports that 15 years "after electrifying a UN conference in Beijing with a call for women's equality," Secretary of State Clinton "said Friday that millions of women

and girls around the world are still poor, uneducated and treated as inferior human beings. Then as first lady of the United States and today as secretary of state, she delivered the same 'call to action' -- to step up efforts to end discrimination and ensure that women and girls everywhere have equal status and opportunities." Clinton said, "There is still so much more to be done...to fully realize the dreams and potential that we set forth in Beijing because for too many, millions and millions of girls and women, opportunity remains out of reach."

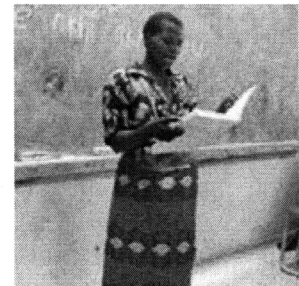


World Survey on the Role of Women in Development Report of the UN Secretary-General (2009)

Women's control over economic resources and

HOT TOPICS

Training to Integrate Gender in Missions' Programming
Feed the Future (FTF) and Gender
New UN Agency: UN WOMEN
Constructive Male Engagement



Gender Integration in Africa

The Africa Bureau supports the integration of gender into policy, programs, and activities. Gender integration is a requirement of USAID programs as stipulated in the ADS.



For questions and other matters related to Gender in Africa, contact Sharon Phillipps. (202) 712-4074 sharonp@usaid.gov



access to financial resources, including microfinance

The *World Survey on the Role of Women in Development* focuses on emerging development issues that have an impact on the role of women in the economy, and is presented to the Second Committee of the General Assembly at five-year intervals. The present report is the sixth *World Survey on the Role of Women in Development*.



UNDP Gender Equality Strategy 2008-2011

As part of its commitment to support capacity development of its national partners to adopt approaches that advance women's rights and take account of the full range of their contributions to development, the UNDP has issued a Gender Strategy 2008-2011. UNDP will ensure the

implementation of this strategy by dedicating sufficient internal human and financial resources to its implementation, and actively mobilizing complementary external resources where needed. It will continue and expand its partnerships with UN agencies, including through the up-scaling of innovative models developed and tested by the United Nations Development Fund for Women (UNIFEM).



Africa Development Bank Gender Equality and Women's Empowerment Action Plan 2009-2012

Gender equality continues to remain a challenge on the continent, especially within the context of the on-going Three Fs (Food, Fuel, and Financial) crises. The overall goal of the Bank's gender equality and women's empowerment plan of action

is to support economic growth and poverty reduction in regional member countries. The specific objective is to promote sustainable and equitable economic empowerment of men and women.



OECD Report on Aid in Support of Gender Equality and Women's Empowerment.

This report provides data on the support that member countries contribute to fostering gender equality and women's empowerment.



Gender in Agriculture Sourcebook

The Gender in Agriculture Sourcebook provides an up-to-date understanding of gender issues and a rich compilation of compelling evidence of good practices and lessons learned to guide practitioners in integrating gender dimensions into agricultural projects and programs. It serves as a tool for:

guidance; showcasing key principles in integrating gender into projects; stimulating the imagination of practitioners to apply lessons learned, experiences, and innovations to the design of future support and investment in the agriculture sector. Updates to the Sourcebook are also available for download from the website.



New FAO database eyes gender gap in land rights

The new Gender and Land Rights Database launched by FAO puts the spotlight on one of the major stumbling blocks to rural development - widespread inequalities between men and women

in their access to land.

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BUREAUS

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DCHA/DG Intranet

Bureau for Democracy, Conflict
and Humanitarian Assistance



Office of Democracy and Governance

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2011 Democracy and Governance Calendar

The 2011 calendar includes country elections and international days of recognition related to the promotion of democracy, good governance, and human rights.



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CONTACT INFORMATION: Ph: 202.712.1892 ; Fax: 202.216.3231

DG Learning Center

DG Courses:

- DG Partners' Conference **June 20-21, 2011**
- DG Officers' Workshop **June 22-24, 2011**
- DG Fundamentals **July 11-15, 2011**

The DG Partners' Conference features panels of leading experts in democracy and governance and offers opportunities to interact with the DG Office's current implementing partners. The DG Officers' Workshop sponsors discussions between USAID DG practitioners on cutting-edge initiatives in the DG sector and on the craft of the DG Officer. The Workshop is open to experienced DG officers. Approximately 200 slots are available.

For more information on any of the above courses or on DG Office training in general, contact Virginia Leavitt at vleavitt@usaid.gov.

Archive:

- [DG Officers' Workshop 2010 - Agenda and Speakers](#)

DG Videos:

- [DG E-Learning Video Site](#)

USAID Learning Opportunities:

- [USAID University](#)

DG Professional Development:

- [DCHA competencies](#)
- [DG Reading List](#)
- [Training offered through universities and other training providers](#)
- [Training offered through universities in USAID presence countries](#)

DG Community of Practice/Blog

Share information and ideas with the DG Cadre!

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[Governance \(GOV\)](#)

[Rule of Law \(RoL\)](#)

[Special Programs to Address the Needs of Survivors \(SPANS\)](#)

Cross-cutting:

[EDGE \(Evaluating Democracy & Governance Effectiveness\)](#)

[Strategic Planning and Research \(SAR\)](#)

[DG & Climate Change: Linkages Between the Presidential Initiative and Democracy and Governance](#)

DG Publications Manager

Check out the DG Publications Manager—search by region, technical area, year or keyword to find new and archived DG technical reports and publications, scopes of work, evaluations, assessments and much more!



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Also see: [USAID Development Experience Clearinghouse](#)
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DG News

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DG eZine

The Democracy & Governance eZine is a monthly publication of the DG office relating key news, resources and events.

[Latest Issue: August 2011](#)

Attachments:

- ["Perceptions of Democracy Assistance" by J. Barkan](#)
- ["Perceptions" Questionnaire](#)
- ["Democratization in Africa 1990-2010: An Assessment" by Gabrielle Lynch and Gordon Crawford](#)
- ["'Well, what can you expect?': donor officials' apologies for hybrid regimes in Africa" by S. Brown](#)

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[SPECIAL NOTICE: DQA and Performance Management Guidance](#)

DG User's Guide

The DG User's Guide provides current information on technical services and implementing mechanisms available through DCHA/DG and other related offices and bureaus.



[DG User's Guide - November 2010](#)

Useful Resources

USAID Links



[DG Expert Locator Tool](#)





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DG Outreach and Communciation

Introduction to DG

 [DG Overview Presentation](#)
(March 2010)

 [DCHA/DG Brochure](#)
(January 2010)

 [DG Division Fact Sheets](#)
(June 2010)

USAID Templates

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 [HQ](#)

 [USAID PPT Template](#)

Guidance for Drafting and Clearing DCHA/DG Publications

 [DG Publication Style Guide](#)

 [DG Publications Checklist](#)

 [Peer Review Decision Tree](#)

Lessons Learned

[Click here to download the Lessons Learned information capture form](#)


Complete this form to share information about strategic, cutting-edge or innovative DG programs worldwide!


 [USAID Branding Guidelines](#)


 [LPA Telling Our Story](#)

Evaluation

[Overview of current activities](#)

 [Quantitative study, conducted by researchers from Vanderbilt University and the University of Pittsburgh](#)
(720MB)

 [National Academies Report in Brief: Improving Democracy Assistance](#) (71KB)


 [F Indicators for GJD](#) (736 KB)

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 [MATADOR Application](#) (340K)

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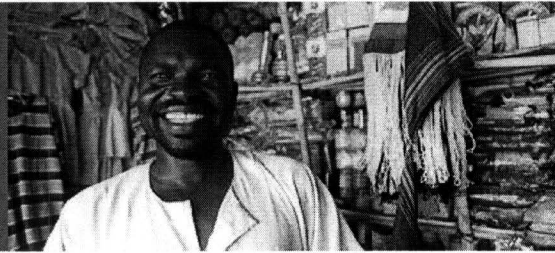
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Promoting Private Investment in Development

[What is the Development Credit Authority?](#)

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List of EGAT/DC teams and staff contact information

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Search for DCA guarantees worldwide by: region, country, partner, guarantee type, targeted sector, year, and status

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Information on training and events related to DCA and development finance

Evaluations

Full reports and report briefers on evaluations of DCA guarantees

Tools & Publications

Documents to help with the design and management of DCA guarantees

Partnerships

Information on strategic partnerships with other development partners

DCA News

April 8 USAID's Development Credit Transfer Authority Increases from \$25 to \$30 million in FY11 Budget Resolution

February 7 [Healthcare: USAID and Diamond Bank Partner to Provide \\$8.3 million for entrepreneurs](#)

January 3 [USAID's Development Credit Authority Releases 2010 Year in Review](#)

November 16 [USAID and Pride Tanzania Partner on Historic Microfinance Bond](#)

October 28 [USAID's DCA Surpasses \\$2 Billion Milestone](#)

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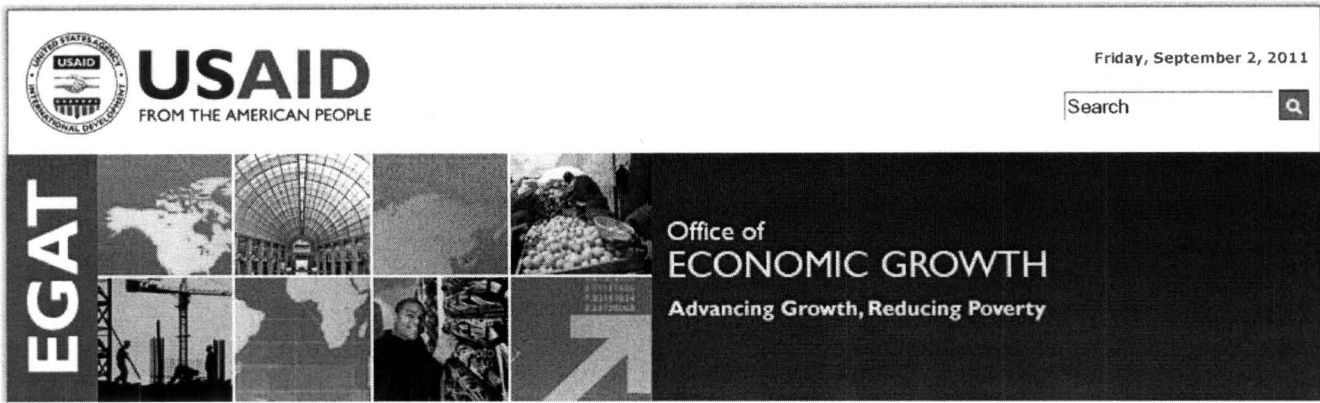
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Contact us: phone/email, teams, regional, functional subject matter experts

Mechanisms

Indefinite Quantity Contracts, Leader with Associate Agreements, and other grants and contracts available for your use

Teams

What our teams do, links to team webpages, contacts for team leaders

Training & Events

Dates, times, places, registration details, links to USAID University and FSI

Programs & Partnerships

Our programs and firms and organizations that work with us

Publications

Organized by team and by each stage of the design cycle, with policies, strategies, assessments, indicators, tool kits, and monitoring and evaluation guides

EG Answers

You can ask our team any economic growth related question and get a response within two business days. See the [video](#).

We welcome your suggestions for improving this site. Please contact the [EG Office](#) with your comments, questions or concerns.



USAID
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EGAT



GLOBAL CLIMATE CHANGE
Office of Environment and Science Policy

III USAID Climate Change Pillars

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Why climate change matters, our approach, climate change pillars, climate science, capacity building, US policy

Tools & Resources

Learn how to program, develop, design, procure, staff, and report on climate change

Country & Regional Programs

Profiles of USAID's climate change programs

Training & Events

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Global Climate Change Team, contacts

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- [Jul/Aug 2011: GCC Bulletin: Issue 45](#)
- [Jun/Jul 2011: FrontLines Issue on Climate Change](#)
- [ENRM 201 DL Course GCC E-Books](#)
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Office of the Director of U.S. Foreign Assistance

The Office of the Director of U.S. Foreign Assistance is charged with directing the transformation of the U.S. Government approach to foreign assistance and with ensuring that foreign assistance is used as effectively as possible to meet broad foreign policy objectives. The Office of the Director of U.S. Foreign Assistance (F) was established in 2006.

For more information on F, updated guidance documents, the latest announcements, or other reference materials, please visit <http://f.state.sbu>.

Vision Statement

Ensure the strategic and effective use of foreign assistance resources to respond to global needs, make the world safer, and help people better their own lives by supporting programs that:

- Advance human rights and freedoms;
- Promote sustainable economic growth and reduce widespread poverty;
- Promote and support democratic, well-governed states;
- Increase access to quality education, combat disease, and improve public health;
- Respond to urgent humanitarian needs;
- Prevent and respond to conflict; and
- Address transnational threats.

Mission Statement

On behalf of the Secretary of State and the DFA, the Office of the Director of U.S. Foreign Assistance:

- Provides leadership, coordination and strategic direction within the U.S. Government and with external stakeholders to enhance foreign assistance effectiveness and integrates foreign assistance planning and resource management across State and USAID;
- Leads strategic, operational, and performance planning of U.S. foreign assistance with a focus on aligning resources with policy priorities;
- Develops and defends foreign assistance budget requests and allocates State and USAID foreign assistance funding to meet urgent needs and new opportunities and to ensure long-term sustainable investments; and
- Promotes good stewardship of foreign assistance funds by strengthening oversight, accountability, and transparency.

Operating Principles

In order to achieve our vision and mission, our work will be driven by the following operating principles:

- As public servants, we will be accountable to the American people for ensuring the effective use of foreign assistance resources by:
 - Prioritizing the allocation of resources to ensure that U.S. policy objectives are achieved;
 - Emphasizing a country-based focus for planning and programming resources that incorporates functional and transcendent needs and priorities;
 - Ensuring that resource allocations are informed by analysis of country and program performance;
 - Working with others in State and USAID to align program and operational resources; and
 - Carrying out our work with integrity in a transparent and coordinated manner.
- We will be constructive and cooperative partners with our stakeholders by:
 - Respecting and calling upon the expertise of our colleagues;
 - Engaging where F has unique capacity or perspective;
 - Using our convening authority to bring stakeholders together to develop coordinated approaches to issues and challenges;
 - Continually working with our interagency partners to identify and act upon opportunities to improve integration and coordination of foreign assistance; and
 - Being reasonable and balanced in carrying out our work and in our interactions with others.
- We will value our employees as our most important resource by:
 - Recognizing and rewarding collaboration, teamwork, and excellent performance;
 - Encouraging the positive exchange of ideas and perspectives; and
 - Fostering professional development through mentoring, training, and career advancement opportunities.

Last Updated on July 27, 2010.
For question or concerns regarding this site, please contact 202-647-2608.

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- [E&E: Democratic Transition \(external website\)](#)
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- [Office of American Schools and Hospitals Abroad \(DCHA/ASHA\) \(external website\)](#)
- [Office of Conflict Management and Mitigation \(DCHA/CMM\)](#)
- [Office of Civilian Response \(DCHA/OCR\) \(external website\)](#)
- [Office of Development Partners](#)
- [Center for Faith-Based and Community Initiatives](#)
- [Conflict Management \(external website\)](#)
- [Urban Programs \(external website\)](#)
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[RRB Emergency Info](#)

[SA-44 Emergency Info](#)

■ [Building Evacuations](#)

USAID/Washington Emergency Information

■ [Fire Emergency](#)

Call the USAID Security Operations Center (SOC) at: **202-712-5644** or **911**.

■ [Medical Emergency](#)

Dialing 911 from a USAID telephone automatically routes the call to the SOC.

■ [AID/W Building Service Emergency](#)

TTY/TDD Users call the District of Columbia Telecommunications Relay Service at 202-855-1234 to have the information relayed to the USAID SOC at 202-712-5644.

■ [Telephonic Threats](#)

■ [Criminal or Suspicious Activity](#)

The SOC is staffed 24 hours per day, seven days per week.

When calling the SOC, state the location and nature of the emergency ♦ fire, medical, suspicious package, or telephonic threat. The SOC will make the necessary additional contacts with:

- the Federal Protective Service (FPS) to permit emergency vehicles and equipment to park on the street;
- the RRB GSA guard force to enable the response team to bypass the security screening station and get into the building; or
- the Health Unit if it is a medical emergency.

[SEC Home](#) | [Office of the Director](#) | [Daily SEC Report](#) | [DoS Travel Advisories](#) | [OS Advisory Council](#) | [RRB Emerg. Info](#) | [SA-44 Emerg. Info](#)

Questions about Emergency Information? Please contact **Marilyn Collins**, M/AS/OMS.

This page was last updated on Friday, 29-Jan-2010 07:35:56 EST.

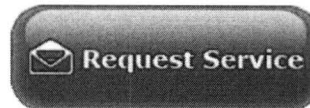


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This Site: Chief Informat

Office of the Chief Information Officer > Chief Information Security Officer > Rules and Regulations

Rules and Regulations



Automated Directive System (ADS) Chapter 545 - Information Systems Security describes the basic policies for the secure operation of USAID unclassified information systems. We have revised the structure within the Chapter to make it more usable-this included elimination of conflicting statements and completion of nebulous or incomplete statements.

* ADS 545-Information Systems Security

The Chapter is organized to create a hierarchy of documents and subdocuments that follow traditional and NIST information security models. The seven document types are:

- **Policies**, which are high-level statements of USAID's security objectives driven by federal regulations and industry best practices.
- **Standards**, which are specified sets of requirements or conditions established to maintain performance, design or operation.
- **Acceptable Usage Policies**, which are lower-level policies that are specific to a technology.
- **Plans**, which are series of steps carried out to accomplish a goal.
- **Procedures**, which are methods by which policy is accomplished, or sets of actions taken to achieve a result.
- **Rules of Behavior**, which are specific individual responsibilities.
- **Guidelines**, which are suggested (discretionary) courses of action where more than one choice is available (e.g. audit logs).
- **Checklists**, which are guide lists that contain objectives that relate to a specific goal.
- **Tools**, which have been developed to aid in the accomplishment a specific task.

The documentation is organized by role. NIST guidance defines five role-types: user, system administrator, functional manager, information system security officer, and executive manager. Broad organizational policies apply to all five role-types. Lower-level policies and the supporting documentation may apply to one or more of the five role-types.

Please submit all comments on the Chapter revision and the supporting subdocuments to ISSO@usaid.gov

Office of Administrative Services



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Travel and Transportation Division

What's New...What's Important

- [E2 TDY Mission-Funded Travel Authorizations Processed in USAID/W](#)
- [Appropriate Fiscal Year \(FY\) To Charge for USAID Employees Travel and Transportation of Effects](#)
- [Travel Warning - Cote d'Ivoire](#)
- [Possible Disruption to All Forms of Travel Entering the United Kingdom](#)
- [UPDATE: New USAID Travel Management Center - Duluth Travel Inc.](#)
- [Interoffice Memorandum: Diplomatic Passports](#)
- [E2 Interface Update](#)
- [New USAID Travel Management Center - Duluth Travel Inc.](#)
- [NOTICE: Closure of Haiti Mission](#)
- [Status Update - Embargo of Personal Effects to the States](#)
- [Airline Seating Assignment Fees when Traveling with Minor Children](#)
- [Enhanced Security on Inbound Personal Property Shipments](#)
- [New Accounting Structure and Release Notes for E2](#)
- [E2 Voucher Transaction Fee \(VTF\) Cost Increase](#)
- [E2 Interface \(E2i\) Travel Authorization Pilot Deployment](#)
- [USAID is Moving Forward](#)
- [New Agency Visa and Passport Services - Classified Visa and Passport Services \(Classified VPS\)](#)
- [Pass to All Missions](#)
- [Traveling With Pets](#)
- [USAID Policy on Business Class Air Travel \(PDF, 3MB\)](#)
- [Appropriate Fiscal Year to Charge for USAID Employees Travel and Transportation of Effects](#)

- [Increase in Privately Owned Motor Vehicle \(POV\) Mileage Rate \(Agency Notice\)](#)
More Information About the Increase: [IRS Audio](#) | [GSA Web Site](#) | [PDF](#)
- [United Airlines' New Ticketing Policy](#)
- [Reimbursement for Second Checked Bag Fee on Selected Airlines](#)
- [Fly America Act; United States and European Union "Open Skies" Air Transport Agreement](#)
- [Clarification of OMB memo directing Agencies to issue new or revised policy on the use of business class air travel](#)
- [Leisure Travel in Conjunction with Official Travel](#)

Who's Who in TT

[M/AS/TT Travelers News](#)

Travel and Transportation

[Policy](#), [Travel Advisories](#), [Travel Authorizations](#), [Claims](#), [Transportation \(Shipping\)](#), [Storage](#), [Frequently Asked Questions](#), [Customer Service Initiative](#), [Fed Rooms Check-In](#), [E-2 Travel](#), [USAID Governing Travel Regulations](#).

Initial Packout Information for New Hires

Per Diem Rates

[Discontinuance of All-Inclusive Per Diem Reimbursement](#)

[Domestic \(GSA\)](#), [Non-Foreign Foreign \(DOD\)](#), and [Foreign \(State Dept.\) Per Diem Rates](#), [Government Mileage Rates](#), [Currency Exchange Rates and Converters](#).

Classified Visa and Passport Services

Travel agent services provided to USAID employees by the GSA Contractor.

[UAE to Require Visas for Diplomatic and Official Travelers from October 1, 2009](#)

General Services Administration (GSA)

[Passports](#)
[Visas](#)
[Greek Visa Requirements](#)
[India Visa Requirements](#)

Forms and References

[Country Clearance Matrix](#)
[Request for Actual Subsistence After Travel Has Been Completed](#)
[Actual Subsistence Request Before Travel Has Been Completed](#)

Customer Service Survey

Please return to:
 Larry Twyman, Sr.,
 Customer Service Representative,
 M/AS/TT
 Rm. 2.09B, RRB

Cool Links

Useful links to Travel Agencies, Time Zones, Weather, Federal Register, The Thomas Register, etc.

[World Time](#)
[The World Clock](#)
[Currency Converter](#)
[Electronic Embassy](#)

M/AS/TT Newsletter

"The U.S. EU Open Skies Air Transport Agreement went into effect on March 30, 2008. The Federal Travel Regulation nor the 14 FAM have been amended to reflect the terms of the Agreement. However, agencies may begin to allow travel from the U.S. to the EU and it's member states and travel from the EU and its Member States to the U.S., as well as travel between (any)two countries abroad on a European carrier, when there's no city pair fare existing on the route."

Source: GSA

- [Fly America Act; United States and European Union "Open Skies" Air Transport Agreement](#)
- [Clarification of OMB memo directing Agencies to issue new or revised policy on the use of business class air travel](#)
- [Increase in Privately Owned Motor Vehicle \(POV\) Mileage Rate](#)
- [Leisure Travel in Conjunction with Official Travel](#)

<p><u>Electronic Country Clearance</u> ecchelpdesk-cl@state.gov</p>	<p><u>Application to use E2 Solutions</u></p>
--	--

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Contractors

On this page

- * [Participating Agency Service Agreements \(PASA\)](#)
- * [Resource Support Service Agreements \(RSSA\)](#)
- * [U.S. Personal Service Contractors \(US-PSCs\)](#)
- * [Cooperative Administrative Support Units \(CASU\)](#)

USAID has a longstanding history of working with contracted organizations and individuals to accomplish our goals.

Contractors are not employees of USAID or the United States Government. Rather, they work under the terms agreed to between USAID and their employer. All questions relating to benefits, time and attendance, pay, leave policy, etc, should be directed a contractor's employer.

There are several contracting agreements engaged in by the Agency. The following definitions help to understand these contracting arrangements and how they differ from one another.

Participating Agency Service Agreements (PASA)

PASAs are agreements between US government agencies in which staff are basically seconded or assigned from their agency to work on project-specific tasks. Global Health Bureau has had PASAs with Department of Health and Human Services (HHS), Centers for Disease Control and Prevention (CDC), and U.S. Census Bureau. EGAT Bureau has several PASA staff from the U.S. Department of Agriculture. Read more about [PASAs](#).

Resource Support Service Agreements (RSSA)

Resource Support Service Agreements (RSSAs) are between US government agencies in which staff are seconded or assigned from parent agencies. However, RSSAs are generally not assigned to project-specific tasks and are not posted overseas. RSSA formats are no longer used. Read more about [RSSAs](#).

U.S. Personal Services Contractors (US-PSCs)

The US-PSC often provides specialized technical assistance in designing and managing programs, primarily in the field. They can be locally recruited (which is often more cost effective) or internationally recruited. Read more about [US-PSCs](#).

Cooperative Administrative Support Units (CASU)

Benefits

Careers/Jobs

USAID University

OHR Applications

Evaluations/Resources

Policies/Regulations

The Cooperative Administrative Support Unit (CASU) is an interagency network of federal entrepreneurial organizations that provide the full range of support services to federal agencies on a cost reimbursable basis. The National CASU Network meets customer agency needs by providing high quality, low cost services with quick turn-around. Through partnering arrangements, the CASU Network is national in scope and can deliver services to federal government offices and posts of duty anywhere in the country.

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Contact information

If you have questions or comments and you want to speak to someone, visit [Services A-Z](#) for the proper contact person. Or email us at HR-HELPDESK@usaid.gov

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Welcome Newcomers

Getting started in any new organization can be a challenge. Information below provides guidance for newcomers during the first 60 days in the Ronald Reagan Building.

[Badges](#)

[Getting Setup](#)

[New Employee Orientation](#)

As a newcomer to USAID, this OHR Intranet site will help you rapidly find answers to your most pressing employment questions or help you to locate the OHR staff who can be of assistance.

If you are a Civil Service employee (includes Presidential Management Fellows), Foreign Service Officer (FSO), Foreign Service National (FSN), or a Contractor, this site contains sections that address your particular employment needs. Choose a link for your employment type on the main navigation bar or below.

[Civil Service](#)

[Foreign Service](#)

[FSN](#)

[Contractor](#)

Contact information

If you have questions or comments and you want to speak to someone, visit [Services A-Z](#) for the proper contact person. Or email us at HR-HELPDESK@usaid.gov

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Request OHR Assistance

HR-HELPDESK is an automated tool which Agency employees use to request information and/or action from our Human Resources staff, 24/7.

The system allows HR managers to track action requests and ensure that prompt attention is given to all requests for HR assistance. By emailing HR-HELPDESK, your request is automatically logged into the system for action, and you receive an email record of the request. Once your Help Request is resolved, an email is then sent to you, stating that your issue was resolved, and/or closed within the HR-HELPDESK system.

Don't hesitate to request help within the Office of Human Resources; we are here to help.

Please email us with your queries at HR-HELPDESK@usaid.gov

Contact information

If you have questions or comments and you want to speak to someone, visit [Services A-Z](#) for the proper contact person. Or email us at HR-HELPDESK@usaid.gov

Benefits

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Benefits

Explanation of Federal benefits and forms to enroll or update personal information

OHR Applications

Maintain personal information and view staff databases

Careers/Jobs

List of available USAID employment opportunities and links to Federal job databases

Evaluations/Resources

AEFs, PARs, HCSP, STAR, directories, awards, salary charts, staffing patterns, videos, & work/life programs

USAID University

USAID course descriptions, schedules, and registration forms

Policies/Regulations

ADS 400s, policies, awards and Code of Federal Regulations (CFR) on Federal service

Seasonal Deadlines

Oct 3rd: Bidding opens on the Major Listing

Oct 24th: Bidding closes on the Major Listing

[OHR Calendar](#)



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- [Development Leadership Initiative](#)
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- [Pay Administration](#)
- [Staffing Patterns](#)

Send your comments and recommendations about this Web site to the [Webmaster](#).

What's New in OHR?

[USAID's EIMS application has a new address. If you have previously bookmarked the EIMS site, please update your bookmark to the new address.](#) - 8/18/2011

[Bringing Science and Technology Expertise to USAID](#) - 8/9/2011

[AFPAK Hands Program](#) - 7/22/2011

[Career Development Workshops \(June flyer\) \(July flyer\)](#) - 06/15/2011

[OPM launched the Federal Service Ambassadors \(FSA\) program](#) - 05/13/2011

[Reminder : Deployment Stress Management for USAID employees](#) - 05/12/2011

[GUIDANCE ON THE FURLOUGH](#) - 04/08/2011

[Archive of OHR Announcements](#)

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Office of the Chief Information Officer > Chief Information Security Officer > Privacy Office Overview

Privacy Office

- Overview
- Legal Authorities
- Privacy Impact Assessments (PIAs)
- System of Records Notices (SORNs)
- Privacy Breaches/Incident Handling
- Privacy Training
- Website Guidance
- Suggestions/Contact Us
- Privacy Complaint
- Privacy Forms

Privacy Office Overview

The Privacy Office is responsible for stewarding the personally identifiable information holdings within USAID, which are protected by the Privacy Act of 1974, the E-Government Act of 2002, and other laws, Executive Orders, and OMB guidance. The Privacy Office operates under the direction of the Chief Privacy Officer. Its mission, to ensure that the confidentiality and integrity of an individual's personally identifiable information is maintained, while achieving the overall mission of USAID and the missions of its individual programs.

To achieve this mission, the Privacy Office has several functions and works with various Offices and Agencies, both inside USAID and external to it. It advises USAID Senior Management and Program Management staff on programmatic, policy, operational, administrative, and technological issues that affect individual privacy, as well as data integrity and data interoperability, and other privacy related issues. It also has oversight for all privacy-related activities within USAID, specifically, privacy breach and incident reporting, providing training to USAID personnel on the collections, use, maintenance, dissemination, and disposal of protected information, assisting with the conduct of and reviewing privacy impact assessments (PIAs), and publishing systems of records notices (SORNs).

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Friday September 9, 2011

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REPORTING & PLANNING

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SECURITY

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▶ **Global Programs**

- [Global Development Alliance Secretariat](#)

▶ **Africa**

- [Africa Bureau Homepage](#)

▶ **Asia**

- [Asia Homepage](#)

▶ **Europe and Eurasia**

- [Europe and Eurasia Homepage](#)
- [E&E Desk Officers](#)
- [Country Desk Officers Toolkit](#)
- [Islam, Democracy and Development](#)
- [E&E Events Calendar](#)

▶ **Latin America and the Caribbean**

- [Latin America and the Caribbean Homepage](#)

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- [Middle East Homepage](#)



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- 9. [Cross-Sectoral](#)

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- [AFR: Agriculture \(external website\)](#)

Democracy & Governance

- [Democracy General Information \(external website\)](#)
- [Office of Democracy and Governance](#)
- [AFR: Democracy and Governance \(external website\)](#)
- [Asia: Democracy and Governance \(external website\)](#)
- [E&E: Democratic Transition \(external website\)](#)
- [ME: Democracy and Governance \(external website\)](#)

Economic Growth

- [Economic Growth General Information \(external website\)](#)
- [Office of Economic Growth](#)
- [Office of Development Credit](#)
- [AFR: Broad-based Economic Growth \(external website\)](#)
- [Asia: Economic Growth \(external website\)](#)
- [E&E: Economic Growth \(external website\)](#)
- [LAC: Economic Growth](#)
- [ME: Economic Growth \(external website\)](#)

Education

- [Education/Training General Information \(external website\)](#)
- [AFR: Education \(external website\)](#)
- [Asia: Education \(external website\)](#)
- [ME: Education \(external website\)](#)

Environment

- [Environment General Information \(external website\)](#)
- [Environmental Compliance \(external website\)](#)
- [Global Climate Change \(external website\)](#)
- [Global Climate Change](#)
- [AFR: Environment \(external website\)](#)
- [Asia: Environment \(external website\)](#)
- [LAC: Environment \(external website\)](#)
- [ME: Environment \(external website\)](#)

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Global Partnerships

- [Overview \(external website\)](#)
- [Office of Development Partners](#)

Global Health

- [Global Health General Information \(external website\)](#)
- [Bureau for Global Health](#)
- [AFR: Health and Family Planning \(external website\)](#)
- [Asia: Health \(external website\)](#)
- [E&E: Health \(external website\)](#)
- [LAC: Health](#)
- [ME: Health \(external website\)](#)

Humanitarian Assistance

- [Bureau for Foreign Assistance \(FA\)](#)
- [Humanitarian Assistance General Information \(external website\)](#)
- [Humanitarian Assistance Special Funds \(external website\)](#)

Cross-Sectoral

- [Office of Transition Initiatives \(DCHA/OTI\) \(external website\)](#)
- [Office of American Schools and Hospitals Abroad \(DCHA/ASHA\) \(external website\)](#)
- [Office of Conflict Management and Mitigation \(DCHA/CMM\)](#)
- [Office of Civilian Response \(DCHA/OCR\) \(external website\)](#)
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- [Center for Faith-Based and Community Initiatives](#)
- [Conflict Management \(external website\)](#)
- [Urban Programs \(external website\)](#)
- [Water \(external website\)](#)
- [Women in Development](#)
- [Asia: Women in Development \(external website\)](#)
- [ME: Women in Development \(external website\)](#)
- [Minority Serving Institutions](#)
- [Standardized Monitoring & Assessment of Relief & Transitions \(SMART\)](#)
- [Africa: Gender](#)

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ANNOUNCEMENTS 

Phoenix FY 2011 Year-End Guidance 9/7/2011 1:44 PM
 by Carter, Lisa (M/CIO/KM:SAIC)
 The Financial Systems Division has established an FY 2011 Year-End Guidance Page on the Phoenix website to provide Phoenix users with resources to help prepare for year end. This page is your one-stop shop for Phoenix annual close information! Please...

GLAAS Fiscal Year End Information Now Available on the GLAAS Website 9/6/2011 5:54 PM
 by Carter, Lisa (M/CIO/KM:SAIC)

In order to help GLAAS users complete Fiscal Year End activities, the GLAAS Team strongly encourages all GLAAS users to visit a special web page we have established to share important Fiscal Year End information and resources.

We will update this...

Updates on Famine in Horn of Africa Available on the DEC 8/19/2011 9:54 AM
 by Johnson, Trevor(M/CIO/KM:AT&T)

The Famine Early Warning System Network (FEWSNet) publishes information on critical food needs around the world. For information on the famine in the Horn of Africa, check out FEWSNet's latest Food Security Outlook and Food Assistance Outlook Brief both...

(More Announcements...)

Add new announcement

BLOGS@USAID 

Blogs@USAID Posts

- Landmines, Water and Development
- It's Time to Make Government Cool Again!
- Zimbabwe: Poor Antiretroviral Supplies Claim 7 000 Kids Annually
- Inventor of the eBook died - Happy International Literacy Day
- Zimbabwe's Health Ministry Plans to Scale up Circumcision Coverage
- e-First Device Guidance Released
- International Literacy Day 2011
- Economic Theory vs. Practice, courtesy of Greg Mankiw's Blog
- ESDB update - FAOSTAT Fertilizer data
- Welcome to Development Matters



USAID EMERGENCY NOTIFICATION SYSTEM (ENS)
 Sign-up Now to be Notified During Emergencies
[Enrollment Instructions](#)

NEWS & NOTICES ▼

- Agency Notices
- Agency Policy (ADS)
- OSDBU Newsletters
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Social Media Tools ▼

- AIDNet Communities
- AllNet Communities
- Intelink
- USAID Listserv
- Developedia
- Diplopedia
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508: QUICK TIPS FOR YOUR DOCUMENTS

MORE ON SECTION 508

► *Complete USG regulations on Section 508 for federal departments and agencies can be found at:*

<http://www.section508.gov>.

► *USAID guidance on the implementation of Section 508 can be found in the following documents:*

<http://www.usaid.gov/policy/ads/300/302mak.pdf>

<http://www.usaid.gov/policy/ads/500/501mad.pdf>

http://www.usaid.gov/info_technology/xweb/toolkit/federal_regs.htm#508

SOURCES

► *This document draws from work done by the U.S. Department of Health and Human Services:*

<http://www.hhs.gov/web/policies/pdf/accessible/step2.html>

► *This document also contains content from Microsoft's Office Online accessibility training:*

<http://office.microsoft.com/training/training.aspx?AssetID=RC063800961033&CTT=1&Origin=EC79000701033&QueryID=Mia5xW6ym0&Query=accessibility&Scope=RC>

► *This document contains content from the USAID ADS document:*

<http://www.usaid.gov/policy/ads/500/501mad.pdf>

SECTION 508

In 1998, Congress amended the Rehabilitation Act to require Federal agencies to make their electronic and information technology accessible to people with disabilities. Section 508 was enacted to eliminate barriers in information technology for people with disabilities. The law applies to all federal agencies when they develop, procure, maintain, or use electronic and information technology. Under Section 508, agencies must give disabled employees and members of the public access to information that is comparable to the access available to others.

PURPOSE AND DISCLAIMER

This document assumes that you are creating files to represent standard printed publications in Microsoft Word and PowerPoint, and that you will be handing those files off to someone who knows how to create a Section 508-compliant PDF file that will be used for electronic distribution of the publication. If your original files are created using the methods described in this document, a Section 508-compliant PDF file of your entire document can be created in a matter of minutes by someone experienced in the technical implementation of Section 508, using a properly configured full-installation version of Adobe Acrobat *Professional*. If none of these methods are used, the time required to make your document Section 508-compliant will be measured in hours or even days depending upon its length.

This document is not provided as official USAID guidance, nor is it intended to be a complete guide to Section 508 compliance. If your document contains rich media, such as audio, video, animation, or interactive navigation features, additional requirements will apply that are not covered within this document. While this document will illuminate many aspects involved in the creation of a Section 508-compliant PDF file, it does not cover the technical instruction required to create the PDF file or configure Microsoft Office and Adobe Acrobat Professional software to properly pass data necessary for compliance.

This document will show you how to embed structural tags, alternative text descriptions of graphic elements, and document properties in Microsoft Word and PowerPoint.

STRUCTURAL TAGS

Structural tags are unseen labels for the type and structure of content in your document (i.e. headings, paragraph text, lists, tables, graphics, footnotes, etc, as well as their order and hierarchy). Structural tags allow people with disabilities to navigate your document through the use of assistive technologies.

ASSISTIVE TECHNOLOGY

► People with disabilities use a variety of technologies, many of which depend upon structural tags to function properly.

People with impaired vision may use assistive technology to enlarge an area of the screen, increase font size, change document colors, increase contrast, or even provide an audible or tactile Braille description of the contents and controls that would be displayed on a computer screen.

People who are mobility impaired may navigate the screen by means other than a mouse or keyboard. Some may only use a keyboard with Tab-key or arrow-key based navigation. Some may only use a mouse or joystick with a virtual software-based keyboard. Some even employ physical input methods such as eye movement tracking, or an oral sip-and-puff system controlled by breathing through a tube.

STYLES & TAGS

► If you have ever used Word's automated Table of Contents function, you have seen one use of structural tags in action – Word scans all of the tags in the document, identifies the heading hierarchy and the location of headings, and compiles the table.

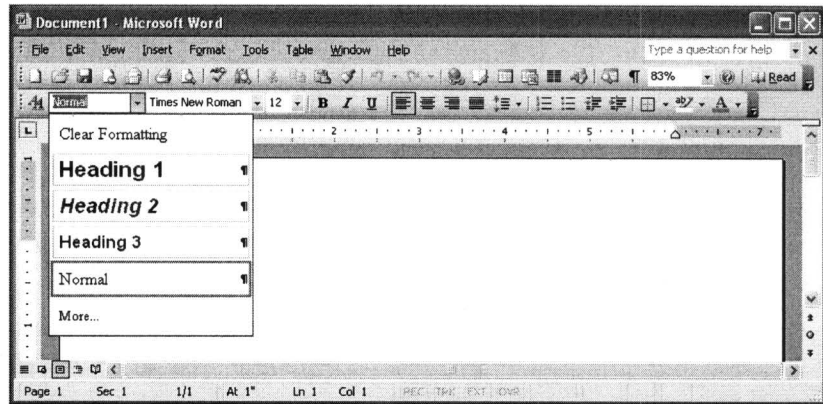
► When a PDF file is made in an environment where Word and Acrobat are properly configured, the heading tags will also be used to automatically create a hierarchy of bookmarks in your PDF file – in essence, a hyperlinked table of contents.

► The use of Word style elements will also allow for easy global formatting of your document to comply with USAID branding and graphics standards.

Structural tags are automatically transferred into PDF files when Microsoft Office and a full installation of Adobe Acrobat Professional are properly configured to pass this data.

DOCUMENT TEXT IN MICROSOFT WORD

Using the Style elements to format your document text in Word will create the structural tags for your textual content.



Graphic of Formatting toolbar in Word displaying format style choices from a drop-down menu.

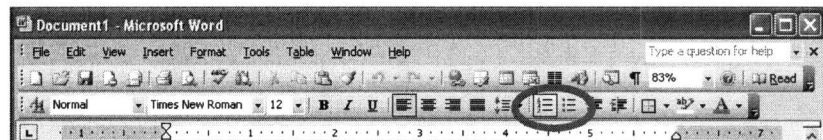
Use Word's style elements to create headings:

1. Highlight the text you wish to format.
2. On the Formatting toolbar, use the drop-down menu to access the formatting style you wish to use.
3. Select the style. The highlighted text will change to the chosen format.

Use Heading 1 for the document's title, Heading 2 for the document's main section headings, Heading 3 for subsection headings, etc. Use Normal for regular paragraph text. Heading styles should only be used for hierarchical content headings. Use other styles to format non-heading content so that content does not become incorrectly "tagged."

LISTS IN MICROSOFT WORD

Use Word's Bullet and Numbering preformatted list styles to correctly embed structural tags for lists:



Graphic of Formatting toolbar in Word highlighting the Bullets and Numbering buttons.

1. Select the items to which you wish to add numbering or bullets. (Each item should be on its own line, i.e., in its own paragraph.)
2. Click the Numbering or Bullets buttons in the Formatting toolbar. The highlighted text will change to the chosen format.

TABLES & TECHNOLOGY

► *Screen readers and Braille displays read tables row-by-row across the columns. The TAB order also goes through the table in this way.*

Consider the following simple table:

Attribute	Cat	Monkey	Snake
Fur	Yes	Yes	No
Legs	4	2	0

A screen reader will read out the information in this table as: attribute, cat, monkey, snake, fur, yes, yes, no, legs, 4, 2, 0. While this provides all of the information, it is not very helpful. Organize your table structure so that it makes sense when read from left-to-right, row-by-row.

Consider the following revised table:

Animal	Fur/No Fur	Number of Legs
Cat	Fur	4 Legs
Monkey	Fur	2 Legs
Snake	No Fur	0 Legs

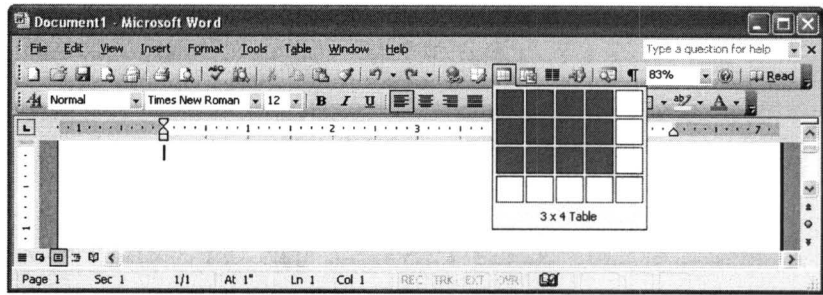
A screen reader will read the information in the more useful way: animal, fur/no fur, number of legs, cat, fur, 4 legs, monkey, fur, 2 legs, snake, no fur, 0 legs.

► **Step 8** (right) will tag the cells in your header rows as column headings in a Microsoft Word table. Assistive technology can use that designation to bind that information to each of the cells falling below it.

A screen reader could now read our revised table (above) in this way: animal, cat, fur/no fur, fur, number of legs, 4 legs, animal, monkey, fur/no fur, fur, number of legs, 2 legs, animal, snake, fur/no fur, no fur, number of legs, 0 legs.

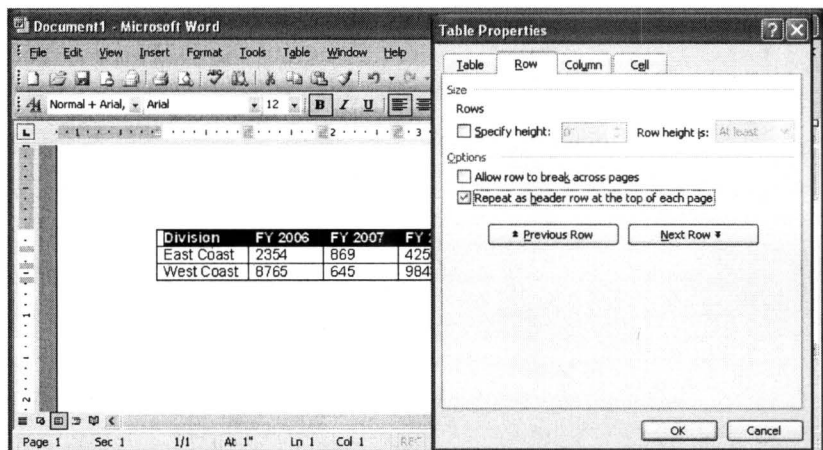
TABLES IN MICROSOFT WORD

Use Word's Insert Table function to embed structural tags for a simple table:



Graphic of Insert Table function in Word displaying its drop-down tab for selecting row and column dimensions.

1. Move your blinking text insertion cursor to the place in your document where you wish to insert your table.
2. Click the Insert Table button in the Standard toolbar. A drop-down tab will appear.
3. Click and drag a highlighted area in the drop-down tab to select the number of rows and columns you require. (More rows and columns can be added later, if necessary, using the Insert Row/Column functions.)
4. Release, and an empty table with the requested dimensions appears in your document where you placed your blinking cursor.
5. Populate the cells in your table.
6. Highlight the header rows of your table.
7. Right-click the highlighted area and select Table Properties from the pop-up menu.
8. In the Table Properties dialog window, select the Row tab and check "Repeat as header row at the top of each page."



Graphic of highlighted table heading row and the Table Properties dialog window in Word displaying the Row tab and the selected row header option.

508 INCREASES USABILITY

► *Making a document Section 508 compliant doesn't just help the disabled – it adds new features we can all use:*

The free Adobe Acrobat Reader can not only display PDF files – it can read 508-compliant files aloud, providing all of the information you would receive by viewing the document. You could listen to a report while eating lunch or while relaxing on the plane on your return trip from a mission!

The structural tags of a 508-compliant document can turn into a hyperlinked table of contents in a PDF file (viewable in the Bookmarks panel of Adobe Acrobat Reader), allowing you to easily skip to a particular section in a long report.

508-compliance provides ways to view and navigate documents in ways independent of the original file or intent, allowing for the creation of software that would let you access the document specially formatted for your phone or other mobile device.

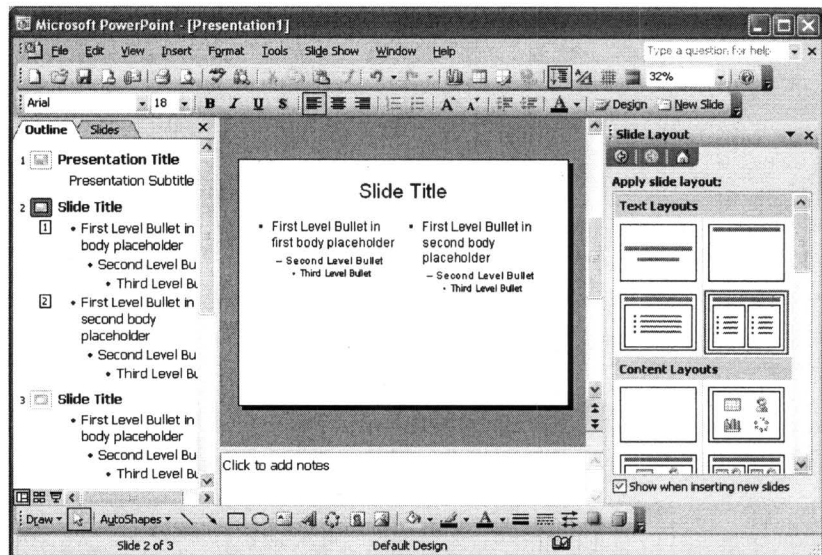
There's really no limit to the ways we all may soon be interacting with 508-compliant documents!

DOCUMENT TEXT, LISTS AND TABLES IN MICROSOFT POWERPOINT

Using the placeholders in PowerPoint's Slide Layouts will create the structural tags for your text and lists.

1. Click the New Slide icon in the Formatting toolbar. The Slide Layout selection pane should appear on the right side of the screen.
2. Scroll through the pane of layout thumbnails until you find the layout containing the number and type of placeholders you need. (You can rearrange them on the slide, if necessary.)
3. Click the layout thumbnail to apply that layout to the current slide or, to insert a new slide using this layout:
 - a. Hover over the thumbnail until the downward arrow button appears
 - b. Click the button and select Insert New Slide.

The Outline tab will show the text and lists (and their order and hierarchy) that will automatically receive structural tags. Text on your slide that does not appear in the Outline may not receive proper tags.



Graphic of workspace in PowerPoint displaying the content Outline tab, Slide layout area, and Slide Layout selection pane.

Creating your tables in a PowerPoint Slide Layout placeholder should create the appropriate structure tags even though the content does not appear in the Outline view. Follow the instructions above to select an appropriate layout. For additional guidance, see the first point in the **Tables & Technology** sidebar in the **Tables in Microsoft Word** section of this document. (The second point only applies to Word).

CHARTS, DIAGRAMS, IMAGES AND OTHER GRAPHICS IN MICROSOFT WORD AND POWERPOINT

Graphic elements will not be properly tagged to the extent that the content can be conveyed by the tags alone. They will simply be identified as "shape" or "figure." This is where the next part of Section 508 compliance becomes important – alternative text.

508 MAKES BETTER DOCUMENTS

► *Since all graphic elements must have alternative text, we may find ourselves encouraged to limit the use of graphic elements that don't meaningfully contribute to the content of our documents. Clean, uncluttered, and focused documents should always be our goal.*

DON'T SKIP ALTERNATIVE TEXT

► *Electronic documents without alternative text for graphic elements cannot be distributed to the public, posted on the Internet or distributed to internal agency audiences.*

As the author, you are best equipped to provide concise descriptions highlighting the relevant points illustrated in a graphic element.

Leaving this step to someone else risks conveying the wrong point as well as a huge increase in labor as the person tries to figure out the intended point and an appropriate description.

DON'T PRINT TO PDF!

► *While the Adobe PDF printer driver is excellent for creating document proofs, IT ACTUALLY REMOVES ALL OF THE 508 FEATURES we cover in this document. Therefore, it cannot be used to create your final PDF file for distribution.*

When your document is final, and you have added the Section 508 features described in this document, provide your files to someone knowledgeable in the technical requirements of Section 508 to create your final PDF file using properly configured versions of Microsoft Office and the full version of Adobe Acrobat Professional.

ALTERNATIVE TEXT DESCRIPTIONS

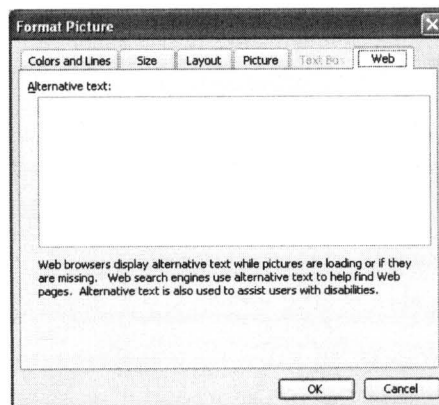
The content and meaning of graphic elements cannot be described by structural tags alone. For these elements, we need to ensure that an alternative text description gets embedded in the element's structural tag. When assistive technologies find alternate text within a tag, that text is provided to the user. **Alternative text must contain all of the relevant information a non-disabled person would get from examining the graphic element.** Graphic elements that require an alternative text description include charts, photos, diagrams, clip art, icons, etc. **A text equivalent must be provided for every non-text element.**

The alternative text descriptions you will create in Microsoft Word and PowerPoint will be automatically transferred into PDF files when Microsoft Office and a full installation of Adobe Acrobat Professional are properly configured to pass this data.

EMBEDDING ALTERNATIVE TEXT FOR GRAPHIC ELEMENTS IN MICROSOFT WORD AND POWERPOINT

The process for embedding alternative text in Microsoft Word and PowerPoint is the same:

1. Make sure all of the objects associated with the graphic (eg. multiple shapes and labels comprising a single diagram) are grouped together:
 - a. Select or highlight all of the objects.
 - b. Right-click on the selected objects. A pop-up menu appears.
 - c. Hover over the Grouping item. A sub-menu appears.
 - d. Select Group. Now you have a single graphic.
2. Right-click on the graphic. A pop-up menu appears.
3. Select Format Object/Picture/Image/(etc). A dialog window appears.
4. Select the Web tab. (Labeled Alt Text in newer versions.)
5. Type the complete description of the graphic in the area provided.



Graphic of the Format [Graphic] dialog window in Microsoft Word and PowerPoint.

508 CAN DRIVE WEB TRAFFIC

► Adding document metadata doesn't just help the disabled find your document. When the document is posted on a Web site, search engines catalog the information for use in search inquiries, allowing for more focused search results. The title and subject can be displayed to the user in their search results and this logical summary information will make the user more likely to open your document. This creates a virtuous circle because your relevance ranking for the words in the user's search string increases when your document is opened as the result of a search – moving you higher in the list of search results when those words are used.

This publication was produced for review by the United States Agency for International Development.

It was prepared by Rick Thibault under contract to AED and in consultation with EGAT/ESP/GCC.

The author's views expressed in this publication do not necessarily reflect the views or official guidance of the United States Agency for International Development or the United States Government.

This document attempts to provide a baseline understanding of Section 508 compliance as it applies to the most commonly produced documents.

Last revised: June 16, 2008.

DOCUMENT PROPERTIES

Document properties, also called "metadata," help people using assistive technologies to locate your documents as well as some basic information about your document. These properties will be automatically transferred into PDF files when Microsoft Office and a full installation of Adobe Acrobat Professional are properly configured to pass this data.

The properties you need to specify are:

- **Title** – eg. "508: Quick Tips For Your Documents"
- **Subject** – This should be a short sentence or phrase, eg. "Section 508 compliance tips for electronic documents."
- **Author** – This can be a person's name (eg. Rick Thibault) or an organization (eg. USAID/EGAT/ESP/GCC). All documents to be hosted on a USAID Web site should use a USAID contact, eg. "Duane Muller (EGAT/ESP/GCC)."
- **Keywords** – This should be a comma-separated list of relevant words someone might type into a search engine if they were looking for your document, eg. "Section 508, compliance, Microsoft Word, PowerPoint."

EMBEDDING DOCUMENT PROPERTIES IN MICROSOFT WORD AND POWERPOINT

The process for embedding document properties in Microsoft Word and PowerPoint is the same:

1. In the File menu, select Properties. The Properties dialog window appears. If you don't see Properties in the File menu, click on the downward arrows at the bottom of the menu to expand all of the options.
2. Select the Summary tab.
3. Enter the relevant information for Title, Subject, Author and Keywords.



Graphic of the Properties dialog window in Microsoft Word and PowerPoint.

Skip Navigation



Office of the Director of U.S. Foreign Assistance

Contact Us

- [F Points of Contact for Countries, Regional Platforms and Bureaus](#)

The Office of the Director of U.S. Foreign Assistance is located at:

*U.S. Department of State
Room 5923
2201 C Street, N.W.
Washington, D.C. 20520
Tel: (202) 647-2608
Fax: (202) 647-2529*

Last Updated on January 25, 2010.

For question or concerns regarding this site, please contact 202-647-2608.

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Office of the Director of U.S. Foreign Assistance

The Office of the Director of U.S. Foreign Assistance is charged with directing the transformation of the U.S. Government approach to foreign assistance and with ensuring that foreign assistance is used as effectively as possible to meet broad foreign policy objectives. The Office of the Director of U.S. Foreign Assistance (F) was established in 2006.

For more information on F, updated guidance documents, the latest announcements, or other reference materials, please visit <http://f.state.sbu>.

Vision Statement

Ensure the strategic and effective use of foreign assistance resources to respond to global needs, make the world safer, and help people better their own lives by supporting programs that:

- Advance human rights and freedoms;
- Promote sustainable economic growth and reduce widespread poverty;
- Promote and support democratic, well-governed states;
- Increase access to quality education, combat disease, and improve public health;
- Respond to urgent humanitarian needs;
- Prevent and respond to conflict; and
- Address transnational threats.

Mission Statement

On behalf of the Secretary of State and the DFA, the Office of the Director of U.S. Foreign Assistance:


- Provides leadership, coordination and strategic direction within the U.S. Government and with external stakeholders to enhance foreign assistance effectiveness and integrates foreign assistance planning and resource management across State and USAID;
- Leads strategic, operational, and performance planning of U.S. foreign assistance with a focus on aligning resources with policy priorities;
- Develops and defends foreign assistance budget requests and allocates State and USAID foreign assistance funding to meet urgent needs and new opportunities and to ensure long-term sustainable investments; and
- Promotes good stewardship of foreign assistance funds by strengthening oversight, accountability, and transparency.

Operating Principles

In order to achieve our vision and mission, our work will be driven by the following operating principles:

- As public servants, we will be accountable to the American people for ensuring the effective use of foreign assistance resources by:
 - Prioritizing the allocation of resources to ensure that U.S. policy objectives are achieved;
 - Emphasizing a country-based focus for planning and programming resources that incorporates functional and transcendent needs and priorities;
 - Ensuring that resource allocations are informed by analysis of country and program performance;
 - Working with others in State and USAID to align program and operational resources; and
 - Carrying out our work with integrity in a transparent and coordinated manner.
- We will be constructive and cooperative partners with our stakeholders by:
 - Respecting and calling upon the expertise of our colleagues;
 - Engaging where F has unique capacity or perspective;
 - Using our convening authority to bring stakeholders together to develop coordinated approaches to issues and challenges;
 - Continually working with our interagency partners to identify and act upon opportunities to improve integration and coordination of foreign assistance; and
 - Being reasonable and balanced in carrying out our work and in our interactions with others.
- We will value our employees as our most important resource by:
 - Recognizing and rewarding collaboration, teamwork, and excellent performance;
 - Encouraging the positive exchange of ideas and perspectives; and
 - Fostering professional development through mentoring, training, and career advancement opportunities.

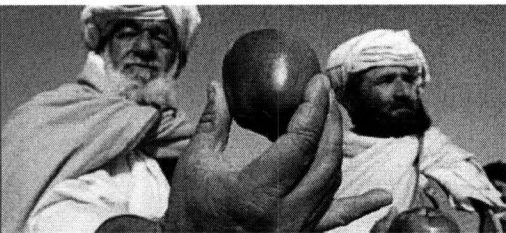
Last Updated on July 27, 2010.
For question or concerns regarding this site, please contact 202-647-2608.



USAID
FROM THE AMERICAN PEOPLE


Thursday, August 11, 2011

EGAT



Office of
AGRICULTURE

The Agency's Center of Excellence for Agriculture

 [Feed the Future Guidance](#)

Office Staff

Contact us: phone/email, teams, regional, functional subject matter experts

Mechanisms

Indefinite Quantity Contracts, Leader with Associate Agreements, and other grants and contracts available for your use

Teams

What our teams do, links to team webpages, contacts for team leaders

Training & Events

Dates, times, places, registration details, links to USAID University and FSI

Programs & Partnerships

Our programs and firms and organizations that work with us


Publications

Organized by team and by each stage of the design cycle, with policies, strategies, assessments, indicators, tool kits, and monitoring and evaluation guides

Statement of Purpose

The Office of Agriculture serves as advocate for agriculture as key to development, increasing rural incomes, reducing poverty and eliminating hunger through visionary technical leadership, aggressive field support, innovation and intensive collaboration with stakeholders.

We welcome your suggestions for improving this site. Please contact the [AG Office](#) with your comments, questions or concerns.

 **Note: The Office of Agriculture moved to the Bureau of Food Security on November 24, 2010.**

[USAID Intranet](#) | [Privacy](#) | [Bureaus](#) | [Sectors](#) | [Regions](#) | [Missions](#) | [Search](#)

EGAT



USAID Intranet Bureaus Sectors Regions Missions

Bureau for
ECONOMIC GROWTH, AGRICULTURE & TRADE

Friday, September 09, 2011

Instructions for submitting Agency Notices:

1. Draft notice. Note that only a direct hire can be listed as the official "point of contact," but in the body of the notice you can list another contact, from within or outside USAID, for more information.
2. Clear notice through your immediate supervisor or office director.
3. When notice is cleared, enter it into the Agency notice **online system** and select "submit." This will generate an email addressed to "Notice Mailbox;" replace the "Notice Mailbox" address with "EGAT.PDAM." Note that only EGAT/PDAM staff members are authorized to submit notices on behalf of EGAT. If you skip this step, your notice will be rejected by the Notice Mailbox.

[< Back](#)



Most Used Tools

- [Book-a-Room](#)
- Reserve an EGAT Meeting Room
- [Expert Locator System \(ELS\)](#)
- Find an expert; update staff data
- [Bureau Standard Operating Procedures](#)
- NEW**
- SOPs on requesting travel, drafting AADs and more
- [GLAAS](#)
- Global Acquisition and Assistance System
- [WebTA](#)
- Time & Attendance for DH employees

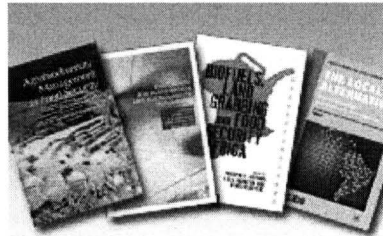
Contacts

- [Emergency Information](#)
- Safety & Security phone resources

Programming & Budgeting

- [PPR Guidance](#) & [PPR Annexes](#)
- Performance Plan & Report FY 2010
- [Procurement Resources](#)
- Procurement guidance and tools
- [Portfolio Database](#)
- Review guidance, schedule and database
- [Standardized Program Structure and Definitions](#)
- Areas, elements and sub-elements
- [Standard Foreign Assistance Indicators](#)
- Master list of standard indicators
- [ForeignAssistance.net](#)
- Access guidance, provide comments on OPs and PPRs
- [Congressional Budget Justification](#)
- Planned USAID and State programs

FTF FYI



Agriculture and Food Security Related Resources Available through the Knowledge Services Center

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- For world news on USAID, foreign assistance

Guidance to Missions

- [Borlaug 21st Century Programs](#)
- Building human and institutional capacity

General Resources

- [ADS](#)
- Automated Directives System
- [USAID University and the LMS](#)
- USAID in-house courses & registration
- [Official USAID Travel Resources](#)
- eTravel, TAs, visas, per diem, etc.
- [General Travel Resources](#)
- Money, airlines, weather, time, etc.
- [Knowledge Services Center](#)
- USAID Library - Information Center
- [World Clock](#)
- Look up time in any city, worldwide

Events

Add an Event Search Events

Fri, Sep 9, 2011

12:30 pm - [Tax and Development | Monthly Policy Seminar](#)

[Registration Deadline - In-Depth Trade and Investment Course](#)

Tue, Sep 13, 2011

8:30 am - [Integrating Climate Change into Development \(GCC-ID\) \(09/13 - 09/14\)](#)

Thu, Sep 15, 2011

8:30 am - [Global Climate Change and Clean Energy \(GCC-CE\) \(09/15 - 09/16\)](#)

2:00 pm - [USAID's Extended Global Climate Change Team Meeting](#)

Fri, Sep 16, 2011

[Registration Deadline - ENRM Activities \(2011\)](#)

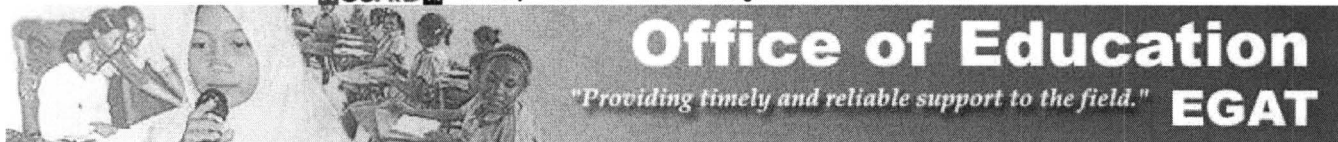
Communications

- [Create Agency Notices](#) **NEW**
- Agency Notices form & instructions
- [Video Tele-Conferencing \(VTC\)](#)
- VTC instructions & Mission contacts
- [USAID ES Web Site](#)
- Guides for exec correspondence
- [Phone Conferencing](#)
- Instructions for conducting a phone conference
- [USAID Branding](#)
- For web, electronic and printed materials
- [Section 508 Quick Tips](#)
- How to make your documents compliant
- [BFS's Weekly Briefs for the Administrator](#)

Other Sites

- [Feed the Future](#)
- USG web site for Global Hunger and Food Security Initiative
- [Agrilinks](#)
- Captures new learning in food security and ag development

Denotes you are leaving the USAID Website. Contact [Stewart Grand](#) with suggestions to improve this site.



[Home](#) [Offices](#) [Staff](#) [Admin](#)

Basic Education

[Education Home](#)

[Basic Education](#)

[Higher Education,
Workforce, Youth](#)

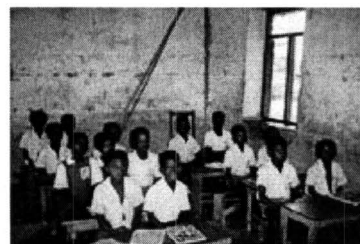
[Participant Training](#)

[Reports & Publications](#)

The Basic Education Team provides technical expertise and guidance to the field and to USAID Washington bureaus on the design, implementation, monitoring, and evaluation of basic education programs around the world.

The team also manages IQC contracts and cooperative agreements for global field support, including:

- [The Basic Education and Policy Support \(BEPS\)](#) , one of the major mechanisms available to missions to help them improve the quality, access, management and effectiveness of local education systems.
- [DHS EdData](#), which enables missions to conduct surveys and compile education statistics and other demographic information.
- [Global Evaluation and Monitoring \(GEM\)](#), which supports project design, monitoring and evaluations activities.
- [The Educational Quality Improvement Program \(EQUIP\)](#), which supports a range of educational activities in developing countries.



Children enrolled in a single-room school in rural Ghana

[| Contact Web Master |](#)

USAID Web Sites

enter text

SEARCH



HOME BUREAUS SECTORS REGIONS MISSIONS STATE DEPARTMENT

Friday September 9, 2011

RESOURCES

RESEARCH

REPORTING & PLANNING

KEY DOCUMENTS

GUIDES & FORMS

TRAVEL

NEW TO THE AGENCY?

POLICIES

COMPUTER HELP

SECURITY

WEB APPLICATIONS

▶ **BUREAUS**

- 1. Administrator
- 2. [Democracy, Conflict and Humanitarian Assistance](#)
- 3. [Economic Growth, Agriculture and Trade](#)
- 4. [Food Security](#)
- 5. [Foreign Assistance](#)
- 6. [Global Health](#)
- 7. [Legislative and Public Affairs](#)
- 8. [Management](#)
- 9. [Policy, Planning and Learning](#)
- 10. [Regional Bureaus](#)

DID YOU KNOW?

...that you can open a new Internet Explorer window by pressing CTRL+N?

Administrator

- Office of the Administrator (A/AID)
- Director of U.S. Foreign Assistance
- Office of the Chief Operating Officer (A/AID/COO)
- Office of the General Counsel (A/GC)
- Ethics Administration (A/GC/EA)
- Human Resources (HR)
- Training & Education Division (HR/TE)
- Office of Security (SEC)
- Minority Serving Institutions (A/GC/MSI)
- Executive Secretariat (A/ES)
- Office of Civil Rights and Diversity (OCRD)
- Office of the Inspector General (OIG) (external website)
- Office of Small and Disadvantaged Business Utilization (OSDBU)
- Office of Small and Disadvantaged Business Utilization/Minority Resource Center (OSDBU/MRC) (external website)
- OSBDU iNreach Electronic Newsletter
- Office of Development Partners (ODP)
- Global Development Alliance (GDA)
- Center for Faith-Based and Community Initiatives

Democracy, Conflict and Humanitarian Assistance

- DCHA Home (DCHA)
- Office of Program, Policy, and Management (DCHA/PPM)
- Office of Civilian Response (DCHA/OCR) (external website)
- Office of Conflict Management and Mitigation (DCHA/CMM)
- Office of Democracy and Governance (DCHA/DG)
- Office of Foreign Disaster Assistance (DCHA/OFDA) (external website)
- Office of Food for Peace (DCHA/FFP)
- Volunteers for Prosperity -- Volunteer Community Service
- Volunteers for Prosperity (external website)
- Office of Military Affairs (DCHA/OMA) (external website)
- Office of Transition Initiatives (DCHA/OTI) (external website)
- Office of American Schools and Hospitals Abroad (DCHA/ASHA) (external website)
- Humanitarian Assistance Special Funds (external website)

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Economic Growth, Agriculture and Trade

- EGAT Home (EGAT)
- Office of Agriculture EGAT/AG)
- Office of Development Credit (EGAT/DC)
- Office of Education (EGAT/ED)
- Office of Economic Growth (EGAT/EG)
- Office of Environment & Science Policy (EGAT/ESP)
- Office of Infrastructure & Engineering (EGAT/OI&E)
- Office of Natural Resources Management (EGAT/NRM)
- Office of Program Analysis, Implementation, Communication & Outreach (EGAT/PAICO)
- Office of Professional Development & Administrative Management (EGAT/PDAM)
- Office of Poverty Reduction (EGAT/PR)
- Office of Gender Equality & Women's Empowerment (EGAT/GEWE)

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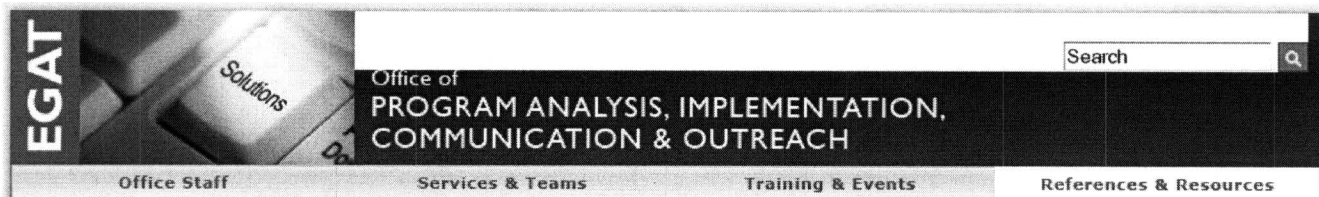
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ECONOMIC GROWTH, AGRICULTURE & TRADE

Congressional Budget Justification

Planned USAID and State programs

- [FY 2012 CBJ](#)
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EGAT Office of PROGRAM ANALYSIS, IMPLEMENTATION, COMMUNICATION & OUTREACH

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Country Development and Cooperation Strategies

The Agency has adopted a country-based strategic planning process that is evidenced based, prioritizes USAID's investments and keeps USAID accountable for results. Overseen by the new Bureau for Policy and Program Learning, these new assistance strategies are called "Country Development Cooperation Strategies (CDCS)."

Under regional bureau leadership, the CDCS process is conducted in three phases: (1) Parameter Identification (3 wks); (2) Strategy Preparation (3-4 mos); and (3) Review and Approval (6-8 wks). The entire process should take between 5-6 months.

The objective of the Parameter-Identification phase is to identify key parameters through a dialogue between a mission and Washington that will influence the preparation of a CDCS. This phase is intended to establish a common context for preparing, reviewing, and approving the strategy. The mission and regional bureau jointly will develop a Parameter Identification Paper, with input from appropriate USAID and State bureaus and offices and interagency partners in the field where appropriate.

The CDCS should focus on a limited and prioritized set of development objectives and program areas/elements, indicating where the Agency can have maximum impact and noting programmatic tradeoffs. The CDCS should demonstrate evidence-driven, analytically based and technically sound causal linkages throughout a results framework, and include results that are in USAID's manageable interest and appropriate for the level of resources proposed. The CDCS should incorporate the outcomes from the various Presidential Initiative planning processes and should propose program, Operating Expense, and staffing requirements that are aligned with priorities.

All strategies will be approved by the USAID Administrator. Pillar bureaus propose priorities at the onset of the parameter setting stage, and have the opportunity to comment on the parameter papers and draft strategies at various points along the way.

A more complete explanation of the CDCS process is provided in the Guidance below. Also, the list and schedule for the countries which will develop country strategies in FY 2011 is contained in the CDCS Workplan.

CDCS Resources

- [CDCS Guidance \(as of 11.5.10\)](#)
- [CDCS Workplan \(as of 11.22.10\)](#)
- [CDCS Talking Points](#)
- [Frequently Asked Questions](#)

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External

[F Bureau](#)
Planning and Performance; Standard Indicators; FA Budget.

[Frontlines](#)
Articles about USAID; international development and humanitarian assistance efforts.

[QAA](#)
Checklists, tools, and support for making USAID awards.

[USAID Photo Gallery](#)
Gallery with instructions for submitting and using photos.

Blogs

[Evaluation Blog](#)
USAID Reflections on Learning, Evaluation, and Research



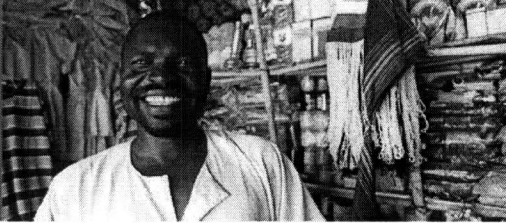
USAID

FROM THE AMERICAN PEOPLE

Thursday, August 11, 2011

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EGAT



Office of DEVELOPMENT CREDIT

Promoting Private Investment in Development

[What is the Development Credit Authority?](#)

Staff & Teams
List of EGAT/DC teams and staff contact information

DCA Guarantees
Search for DCA guarantees worldwide by: region, country, partner, guarantee type, targeted sector, year, and status

Training & Events
Information on training and events related to DCA and development finance

Evaluations
Full reports and report briefers on evaluations of DCA guarantees

Tools & Publications
Documents to help with the design and management of DCA guarantees

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Information on strategic partnerships with other development partners

DCA News

April 8 USAID's Development Credit Transfer Authority Increases from \$25 to \$30 million in FY11 Budget Resolution

February 7 Healthcare: USAID and Diamond Bank Partner to Provide \$8.3 million for entrepreneurs

January 3 USAID's Development Credit Authority Releases 2010 Year in Review

November 16 USAID and Pride Tanzania Partner on Historic Microfinance Bond

October 28 USAID's DCA Surpasses \$2 Billion Milestone

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http://inside.usaid.gov/EGAT/offices/dev_credit/index.cfm

8/11/2011



Events Calendar

Keeping you apprised of happenings big & small

- [This week's events](#)
- [Search for events](#)
- [Add an event](#)

Add / Edit / Delete an Event

Contact name *

Contact e-mail *

Contact phone

Contact password *

 (Requires 5 digits, e.g. your zip code - for security purposes)

Event title *

Event type *

Event sponsor *

Brief description

You may enter up to 600 characters. There are characters left.

Detailed description

Use the "Browse..." button to attach your description file.

Start date *

End date *

Start time *

End time *

7:00 am

Registration Deadline

This will show the deadline on the daily calendar.

Venue *

Event URL

Item for USAID Events Calendar?

Yes No (Notices will be reviewed for placement.)

Find Events by Date

◀◀September 2011▶▶


Mo	Tu	We	Th	Fr	Sa	Su
29	30	31	1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
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 Developedia is a working guide to USAID. Developedia's goal is to provide USAID's community with a tool that allows them to share knowledge and experience with one another. We hope this effort will enhance your ability to capture and share knowledge across the Agency.

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 If you have any ideas for enhancing the wiki, please let us know! Also, feel free to join the Developedia Working Group.
Click here to contact us...

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- 2011 USAID Summer Seminar Series
- South Sudan
- Chronology of Administrators for USAID
- List of current Mission Directors and Deputies
- Mission History Resources
- USAID History
- Getting and Using Foreign Assistance and Official Development Assistance Data
- Knowledge Management Reference Group
- EADS Country Portal
- AAAS Fellows at USAID
- USAID Desk Officer Portal
- Program Officer Directory

Click here to edit...

 **Missions**


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- USAID/Mozambique
- USAID/Kenya
- USAID/Peru
- USAID/Indonesia
- USAID/Dominican Republic

Click here to see all missions...

 **Bureaus**


- Management Bureau
- Asia Bureau
- Africa Bureau
- EGAT Bureau

Click here to see all bureaus...

 **USAID Blog News**

- Landmines, Water and Development (09 Sep 2011 15:33)
- It's Time to Make Government Cool Again! (09 Sep 2011 09:49)
- Zimbabwe: Poor Antiretroviral Supplies Claim 7 000 Kids Annually (09 Sep 2011 03:14)
- Inventor of the eBook died - Happy International Literacy Day (08 Sep 2011 06:56)
- Zimbabwe's Health Ministry Plans to Scale up Circumcision Coverage (08 Sep 2011 03:22)

Click here to go to USAID Blogs (<http://blogs.usaid.gov>)


 **Sectors**

- Agriculture
- Environment
- Education

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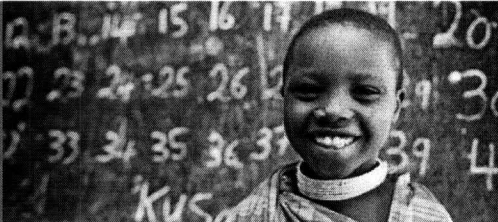
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USAID
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Thursday, August 11, 2011

EGAT



Office of
EDUCATION

Creating Opportunity Through Learning

 [Education Online Forum](#)

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Phone/email, team descriptions, regional and functional subject matter experts

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Our programs, model projects, related articles

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International initiatives, interagency collaboration

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Indefinite Quantity Contracts, Leader with Associate Agreements, other grants and contracts

Training & Events

Dates, times, places, registration details

Education Toolkit

Policies, strategies, best practices, statements of work, issue briefs, global assets

Education Highlights

ED Sector Council

- ▶ [Technical Discussions and Meetings](#)

News

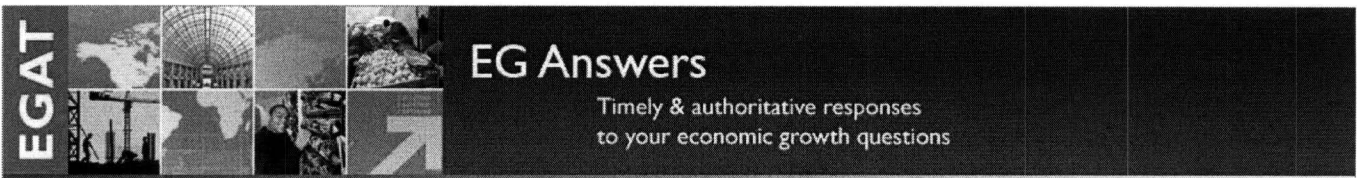
- ▶ [USAID ED Strategy - 2011 New!](#)
- ▶ [FORECAST II - Participant Training RFP Posted to FedBizOpps New!](#)
- ▶ [Materials from January 2011 Education Training Courses Now Available Online](#)
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For immediate answers to your questions

Ask a Question

Submit your questions to EG experts -
get an answer within 2 business days

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EGAT

Office of
ECONOMIC GROWTH

Advancing Growth, Reducing Poverty

Office Staff

Contact us: phone/email, teams, regional, functional subject matter experts

Training & Events

Dates, times, places, registration details, links to USAID University and FSI

Mechanisms

Indefinite Quantity Contracts, Leader with Associate Agreements, and other grants and contracts available for your use

Programs & Partnerships

Our programs and firms and organizations that work with us

Teams

What our teams do, links to team webpages, contacts for team leaders

Publications

Organized by team and by each stage of the design cycle, with policies, strategies, assessments, indicators, tool kits, and monitoring and evaluation guides

EG Answers

You can ask our team any economic growth related question and get a response within two business days. See the [video](#).

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EGATUSAID Intranet [Bureaus](#) [Sectors](#) [Regions](#) [Missions](#)**Bureau for
ECONOMIC GROWTH, AGRICULTURE & TRADE****General Travel Resources**

Below are links to a number of unofficial travel related web sites which are used by traveling EGAT TDY staff.

- [Before Your TDY](#)
Tools for planning your TDY
- [During Your Flight](#)
Tools to use during your flight
- [At Your TDY](#)
Tools to use while at post
- [World Time Converter](#)
Look up time in any city, worldwide.

Before Your TDY

[Medical Clearance Required for TDY Travel](#)

USAID Policy Reminder, August 8, 2007

[State Department Travel Registration](#)

Register trips, addresses, emergency contacts etc. & receive warnings

[Currency Converter](#)

Exchange rate calculator

[CDC Traveler Immunizations](#)

Vaccinations & preventive medications

[Seat Guru](#)

Plane seating & in-flight amenities

[Weather Forecast](#)

World wide weather information

[FedTraveler](#)

USDA eGov travel site

[GSA Domestic Per Diem Rates](#)

For CONUS travel

[Travel Docs](#)

Another site for Visa Requirements

[OAG Air Route Information](#)

Detailed flight and plane information

[Airline Route Maps](#)

Another good site for routes

During Your Flight

[Fly Smarter:Flight Stats](#)

Real time info on airports' status worldwide

[London Heathrow Airport](#)

Check airport status

[Amsterdam Schiphol Airport](#)

Check airport status

[Paris Charles de Gaulle and Orly Airports](#)

Check airports status

[Frankfurt Airport](#)

Check airport status

[Charles de Gaulle \(unofficial site\)](#)

Interesting information

[Flyte Comm](#)

Real time tracking for domestic flights

At Your TDY

[Qanda Currency Converter](#)

Good currency converter web site

[CIA World Fact Book](#)

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GC attorney for each EGAT team
- [Office of Acquisition and Assistance for EGAT](#)
OAA contracting officer assignment for each EGAT team

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ECONOMIC GROWTH, AGRICULTURE & TRADE****Official USAID Travel Resources**

Below are links to **official** travel related web sites which are used by traveling EGAT TDY staff.

- [E2 Solutions](#)
Prepare travel authorizations
- [E2 Solutions - Training](#)
Registration, schedule and more
- [Electronic Country Clearance \(eCC\)](#)
DoS - eCC Password Required
- [Per Diem Allowances](#)
Allowances for foreign and domestic travel
- [Visa Information](#)
Foreign entry requirements for U.S. citizens
- [State Office of Medical Services](#)
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Post Reports database
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Privately Owned Vehicle (POV) Mileage Reimbursement Rates

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Guide to
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Find EGAT contracts, agreements and grants

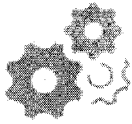
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[EGAT Portal](#) > [Home](#)

Search EGAT for buy-in and no-cost technical services that meet your programming needs

View mechanisms sorted by

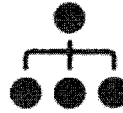
Technical Sector
Display by sector and/or
sector specialties



Services
Display Services by
Foreign Assistance
Framework



EGAT Office
Display by Bureau
Structure



Implementor
Lists all mechanisms
by awardee



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Bureau for ECONOMIC GROWTH, AGRICULTURE & TRADE

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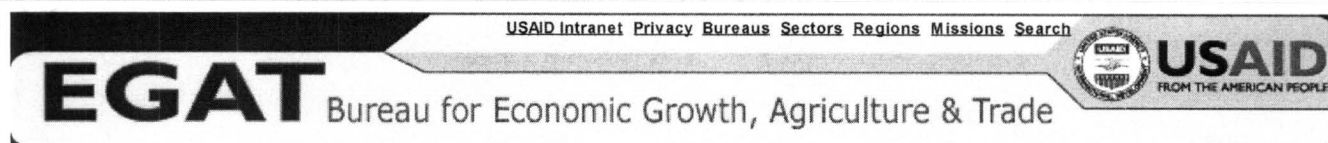
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New Collaborative Research Support Program (CRSP)

On October 4, USAID's Office of Acquisition and Assistance announced a \$15 million Leader With Associates (LWA) award to [Tufts University](#) to serve as the management entity for the USAID Office of Agriculture's Nutrition Collaborative Research Support Program (Nutrition CRSP).

Tufts will partner with Tuskegee, Harvard, Purdue, and Johns Hopkins Universities, and Development Alternatives Inc. to implement the Nutrition CRSP. EGAT's Office of Agriculture designed the Nutrition CRSP to address three thematic areas:

- improving the nutritional status of women and children through agriculture and food based programs
- scientific research to support evidence-based interventions that effectively diagnose, prevent, and treat malnutrition
- development of host country human and institutional capacity to conduct research and administer food and nutrition security programs at the national and local levels



Tufts University's Gerald J. and Dorothy R. Friedman School of Nutrition Science and Policy Web site

Through the leader award, Tufts and its partners will focus on one country in Africa and one in Asia. USAID missions and bureaus may issue associate awards.

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Land Resources Management Team



With a growing world population and increasing pressures on resources, sustainable land resources management is critical to meeting human needs and avoiding conflicts arising among competing groups. USAID's Land Resources Management Team helps developing countries advance land management practices that provide long-term social, economic, and environmental benefits.

The Team provides assistance in the following range of social and technical areas required for sound land resources management:

Science and Technology

The Team helps provide the knowledge base to address the complex issues that influence land management decisions. Good information on the impacts of various agricultural and natural resources management approaches permit prediction of the effects of changing practices, builds host country capacity to effectively manage resources, and helps direct future investments in the land. The Land Team has expertise in sustainable agriculture, soils management, integrated pest management, and community-based natural resources management to help Missions, Bureaus, and partners in the design and evaluation of land-use programs.

Governance, Policy, and Institutions

Social and cultural practices, governance issues, and property rights influence the ability to make and sustain a shift toward sustainable and equitable land-use practices. Because control of and access to resources is a major concern for rural populations in developing countries, strong and transparent governance and secure access to resources are critical to establishing sound and lasting land management practices that will lead to economic growth and poverty reduction. The Land Team provides expertise in the areas of property rights, land tenure, democratic governance, and institutional strengthening.

Economics and Enterprise Development

Development of activities that are economically competitive while environmentally sound is key to alleviating poverty and promoting sustainable economic growth. The Land Team has members with expertise in natural resource economics, sustainable agriculture, community-based natural resources management, and enterprise development.

Knowledge Management and Communication

Education, advocacy, and consensus building are essential to the dissemination and adoption of information and practices that support wise and sustainable land use, and they are critical to building capacity for informed decision making. The Land Team provides expertise in communications, community consensus building, knowledge management, and the application of geospatial information to land management decisions.

Contract Mechanisms

Team mechanisms supporting land management include: [Rural and Agricultural Incomes with a Sustainable Environment \(RAISE\) IQC](#), [Prosperity, Livelihoods and Conserving Ecosystems \(PLACE\) IQC](#); the Global Sustainable Tourism Alliance LWA, the [FRAME](#), [Stocktaking](#); [TransLinks](#): Promoting Transformation by Linking NRM, EG, DG LWA, and [Devecol](#) programs; three Collaborative Research Support Programs - [Integrated Pest Management](#), [Soil Management](#) and [Sustainable Agriculture and Natural Resources Management](#); and the Land Tenure/Property Rights task order.

The [staff directory](#) provides information on Land Team members, their specific expertise, and field support mechanisms they manage.

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Thursday, August 11, 2011

Most Used Tools

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- [Reserve an EGAT Meeting Room](#)
- [EGAT Travel And Mission Support \(ETRAMS\)](#)
- [Request TDY and virtual support](#)
- [Expert Locator System \(ELS\)](#)
- [Find an expert; update staff data](#)
- [Guide to EGAT Technical Services](#)
- [Find contracts, agreements & grants](#)
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- [NEW SOPs on requesting travel, drafting AADs and more](#)
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- [Natural Resources Management](#)
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- [Gender Equality & Women's Empowerment](#)

Professional Development

- [EGAT Sponsored Technical Courses](#)
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- [USAID University and the LMS](#)
- [USAID in-house courses & registration](#)
- [Foreign Service Institute](#)
- [Professional training and development](#)
- [ENRM Learning Gateway](#)
- [Take an environment course or find a related resource here](#)

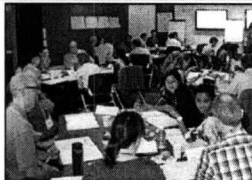
Travel

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GCC Team Pilots Training Courses
Courses build the capacity of over 40 USAID officers...[Read More >](#)
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Events

[Add an Event](#) [Search Events](#)

- Thu, Aug 11, 2011**
- 11:00 am - Foreign Aid and Foreign Direct Investment
- Tue, Aug 16, 2011**
- Registration Deadline - Environment Matters (Short) Course
- Wed, Aug 17, 2011**
- 10:00 am - IPR Forum
- Registration Deadline - Monthly Making Cities Work Speaker Series
- Thu, Aug 18, 2011**
- 12:00 pm - The Bungee Book Club - 2nd discussion of Thinking in Systems
- 12:00 pm - Monthly Making Cities Work Speaker Series

News & Noteworthy

- [WALDO NEW](#)
- [Global staffing & budget tracker](#)
- [USAID News Briefing](#)
- [For world news on USAID, foreign assistance](#)
- [EG Answers NEW](#)
- [Ask any economic growth related question](#)
- [New Activities Report Center NEW](#)
- [Data entry for early stages of activity design](#)
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- [Detailed CDCS Guidance and Workplan](#)
- [EGAT FY 2009 Performance Publication](#)
- [Publicly available summary, based on PPR](#)

Priority Issues

- Global Climate Change**
- [Users' guide, policies, news...](#)
- [Internal site | External site](#)
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- [Addressing Water Challenges in the Developing World](#)
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- [Programs, resources, stories...](#)
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- [Focus Countries \(FY 2011 CB\)](#)

Communications

- [Create Agency Notices NEW](#)
- [Agency Notices form & instructions](#)
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- [A working guide to USAID](#)
- [Virtual Conferencing](#)
- [Phone, VTC and AIDConnect meetings](#)
- [Style Guidance & Branding](#)
- [For USAID documents](#)
- [Section 508 Quick Tips](#)
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- [EGAT clearance procedures](#)
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- [Use metrics for USAID web sites](#)

Other Sites

- [State Department Intranet](#)
- [State's Internal Web site](#)
- [Millennium Challenge Corporation](#)
- [Promotes sustainable economic growth](#)


[E Organizational Chart](#) 
September 2007 DFA org chart

[Office of the Director of U.S. Foreign Assistance](#) 
Guidance, OPA, FA Bulletin, more

[E Phone Listing](#) 
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 Denotes you are leaving the USAID Website. Contact Stewart Grand with suggestions to improve this site.

USAID Intranet Privacy Bureaus Sectors Regions Missions Search



EGAT

Office of Environment and Science Policy

ESP HOME CONTACT SITE MAP

- Field Support/ Users Guide
- Staff Resources
- News/Events
- Technical Areas

ESP Home



EGAT's Office of Environment and Science Policy Provides Technical Leadership

EGAT's Office of Environment and Science Policy (ESP) provides technical leadership on international science and environmental policy issues, including U.S. participation in international environmental agreements (e.g., the UN Convention to Combat Desertification and the UN Framework Convention on Climate Change), multilateral agricultural research systems (e.g., the Consultative Group on International Agricultural Research), and biotechnology. The Office engages in the extensive inter-agency discussions that determine the U.S. position for international events, assuring that the Agency's capacity for implementation is appropriate to the level of the U.S. commitments. The Office serves as a focal point for Agency involvement in agriculture and environment-related science and technology and, in collaboration with the Office of Agriculture and the Office of Natural Resources Management, manages a portfolio of global agricultural policy and research activities that involve U.S.-based as well as international scientists. The Office monitors and advises Agency leadership regarding scientific and policy developments that could have an impact on Agency performance in these areas.

EGAT/ESP also is the home to the Bureau Environment Officer (BEO) who is responsible the uniform and correct application of all USG environmental policies and procedures (22 CFR 216), executive orders, and Council of Environmental Quality guidelines to all forms of assistance activities under the purview of the EGAT Bureau.

Search

- QUICK LINKS**
- Staff Directory
- OTHER EGAT MECHANISMS**
- Agricultural
 - Energy
 - Natural Resources Management
 - Urban Programs

| [Field Support/Users Guide](#) | [Staff Resources](#) | [News/Events](#) | [Technical Areas](#) |

| [Contact Web Master](#) |



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Events Calendar Search Events

Dates All future events Events Calendar All previous events

Keeping you apprised of happenings big & small

Type

- Any Type
- Book discussion
- Brown bag
- Conference
- Demonstration
- New Employee Orientation
- Online
- Other
- Presentation
- Retirement party

Sponsor

- Any Sponsor
- Administrator
- BFS AA
- BFS Market Access and Partnership Office
- BFS Country Support and Implementation C
- BFS Ag Research Transformation Office
- EGAT AA
- EGAT Agriculture Office
- EGAT Development Credit Office
- EGAT Education Office



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Expert Locator

USAID experience at your fingertips

- Welcome
- Find an Expert
- Update Background
- Admin

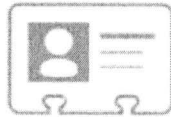
Find an Expert

Search based on skills and experience



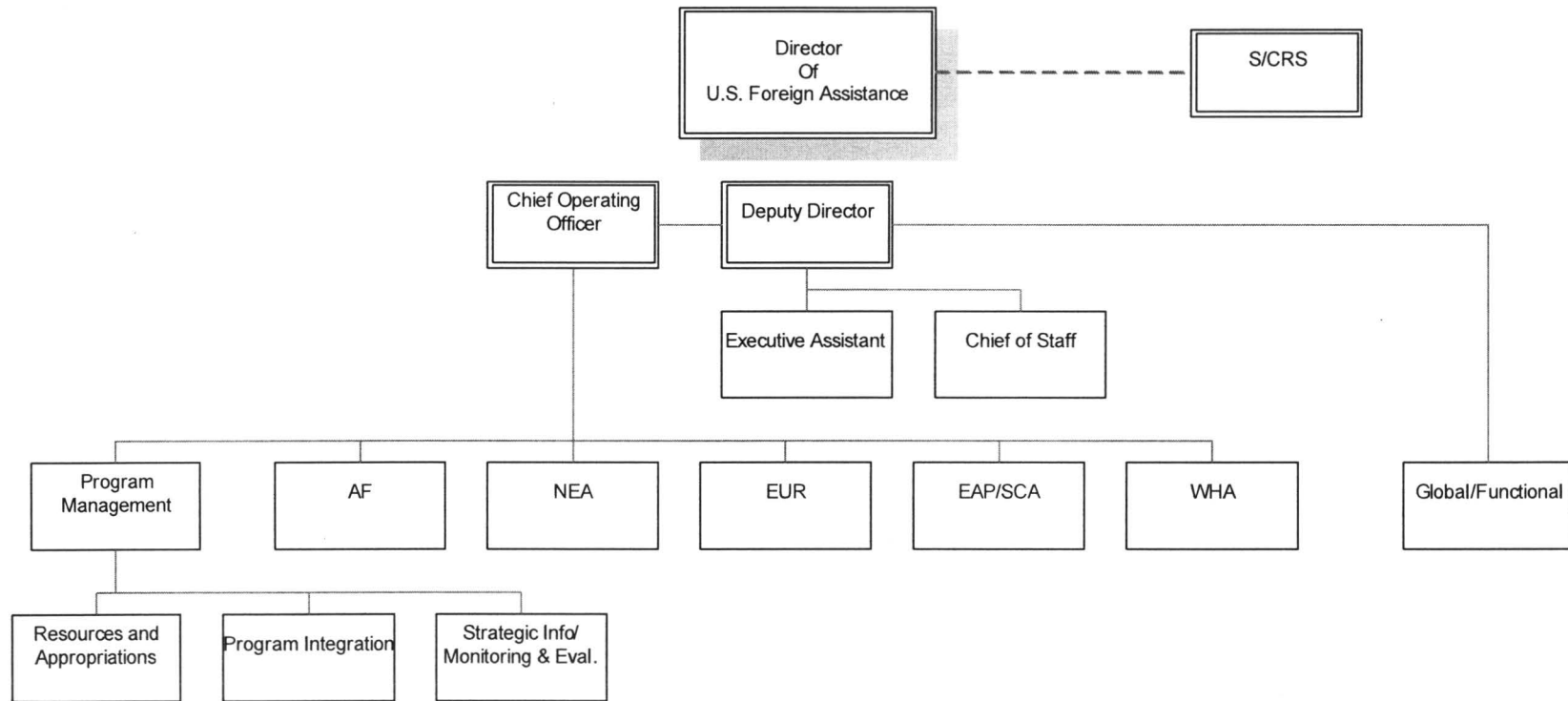
Update Background

Keep your professional information on the ELS up-to-date



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Office of the Director of U.S. Foreign Assistance



Today is Friday, September 9.



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[Visit GenDev Public Site](#)

EGAT



Office of
**GENDER EQUALITY AND
WOMEN'S EMPOWERMENT**

Supporting Gender Integration throughout USAID

About Us

An introduction to our office, our team, and the senior staff who lead USAID's efforts in gender and women's issues. Includes GenDev team technical expertise and contact information.

Field Support Mechanisms

Information on field support mechanisms (Gender Integration TA, Anti-Trafficking TA) and the new ADVANTAGE IQC.

Technical Areas

Information and resources on various technical areas especially pertinent to women and gender. Includes both those in which GenDev works and those led by other bureaus like Global Health and DCHA.

Gender Integration & the ADS

Guidance and tips to help USAID officers integrate gender throughout the project cycle, from planning to procurement to M&E. Includes sample SOWs, gender analyses/assessments, and FAQs on ADS gender requirements.

Training & Events

Calendar of events, Wednesdays with GenDev, and links to materials from past gender training workshops on Gender Integration, Economic Growth, Trafficking in Persons, and Gender-Based Violence.

Resources & Publications

Links to GenDev resources, pre-populated document lists organized by region, sector, and activity, and a searchable database of publications produced or supported by the GenDev office.

Highlights

IN THE SPOTLIGHT

Deputy Administrator Donald Steinberg has received InterAction's 2011 Mildred Robbins Leet Award for the Advancement of Women
[Learn More](#)



WHAT'S NEW

8/18/2011: African Women in Agricultural Research and Development (AWARD) announces winners of 2011 fellowships

8/8/2011: Gender Equality and Women's Empowerment - Defining Success, Gender-Related Policy and Strategy - Efforts Underway (PDF, 232kb)

7/27/2011: Message from Carla Koppell, Sr. Coordinator for Gender Equality & Women's Empowerment to USAID Mission Gender Contacts

7/22/2011: USAID responds to Horn of Africa crisis, helps mothers and children in Ethiopia's Somali Region

Recent What's New Items

CALENDAR OF EVENTS

9/13/11: Presentation of "Global Report on the Status of Women in the News Media", Center for International Media Assistance

9/13/11: Unleashing the Power of Women and Girls, National Geographic Headquarters

9/21/11: Webinar on "Human Rights and Gender Equality in Evaluations", 9:15am-10:30am EST

More Upcoming Events

Gender Leadership at USAID



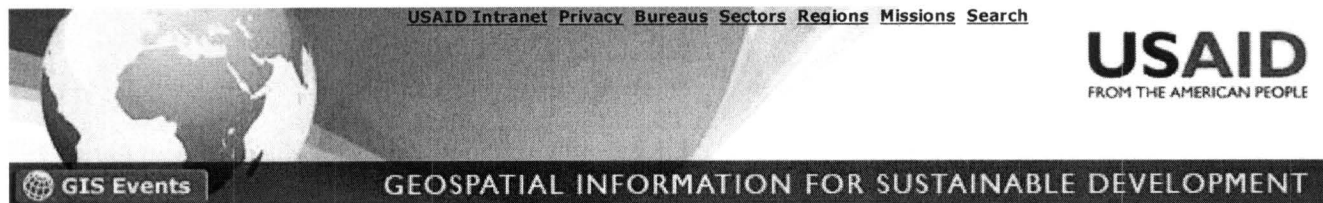
Carla Koppell, Senior Coordinator for Gender Equality & Women's Empowerment

Ms. Koppell is accelerating USAID's efforts to integrate gender equality as cross-cutting throughout the agency and provides USAID leadership with expert advice and guidance.



Caren Grown, Senior Gender Advisor

Dr. Grown leads both the PPL Task Team on Policy and Implementation Guidelines on Gender Equality and Female Empowerment and the Gender Champions working group.



WHAT

is geospatial information?

Basic principles of geospatial information and GIS technologies including glossaries and FAQs



HOW

can I use GIS technology?

Locating resources, USAID GIS mechanisms and procurement requirements



WHO

in USAID is using GIS?

USAID GIS programs and staff working on them

Welcome to USAID's Geospatial Information Technology Web Site

This site provides information on how the Agency is using geospatial information for sustainable development. It provides basic background on what geospatial information is, why it matters for the work we do, and who in USAID is using it

Google Earth at USAID

Google Earth (GE) version 5.0 has recently been installed on your USAID desktop. Because of its ease of use, it will likely soon play a central role in how we visualize and therefore plan, evaluate, and communicate our work.

Provided here are sample GE data sets of Haiti, created after the earthquake in January 2010. You can view these maps in GE by clicking [Haiti Earthquake.kmz](#) or [UNOSAT Haiti.kmz](#).

For a brief introduction to using GE, download these instructions [Google Earth Quick Start](#). For more detailed instructions, download the [Google Earth Tutorial](#).

To get started with GE in general, click the "start" button on your desk top and go to "programs." Then choose "Google Earth" from the list of programs. Once GE is open, if you do not see the navigation tool in the upper right corner of the viewer, click the "View" menu (at the top of the screen) and select "Show Navigation." Then choose "Automatically" from the list.

Help us improve this site

We look forward to receiving your input to ensure that this site addresses your needs and becomes USAID's one-stop shop for geospatial information. [Contact us](#).

Geospatial Information Technology • geospatial@usaid.gov

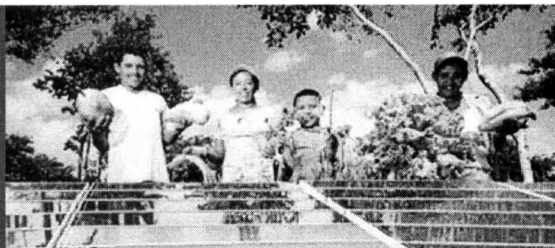


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Friday, September 9, 2011

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EGAT



GLOBAL CLIMATE CHANGE
Office of Environment and Science Policy

III USAID Climate Change Pillars

Overview

Why climate change matters, our approach, climate change pillars, climate science, capacity building, US policy

Tools & Resources

Learn how to program, develop, design, procure, staff, and report on climate change

Country & Regional Programs

Profiles of USAID's climate change programs

Training & Events

Calendar of events, training and materials, E-Learning

Publications & References

Newsletters, reports, glossary, reference materials

Staff

Global Climate Change Team, contacts

What's New

- [U.S. Climate Change Talking Points](#)
- [Jul/Aug 2011: GCC Bulletin: Issue 45](#)
- [Jun/Jul 2011: FrontLines Issue on Climate Change](#)
- [ENRM 201 DL Course GCC E-Books](#)
- [New FY11 GCC Training Opportunities](#)
- [Letter from the USAID Administrator](#)
- [What are LEDS?](#)
- [Gender and Climate Change](#)
- [Climate Science](#)
- [Capacity Building](#)
- [FY11 GCC Supplemental OP Guidance](#)

We welcome your suggestions for improving this site. Please contact [EGAT/ESP/GCC](#) with your comments, questions, or concerns.
Learn more about Global Climate Change at [USAID.gov](#).

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EGAT Travel and Mission Support System

EGAT's centralized TDY and travel tracker

EGAT Home

Release 2.4

- Home
- Enter TDY Request
- Find & Edit TDYs
- Close Out
- Get Reports
- Admin

Welcome to ETRAMS

Missions and bureaus can request TDYs and virtual field support using this EGAT Travel and Mission Support System (E-TRAMS). The System also enables users to track & monitor the status of their requests. EGAT staff should enter all of their travel into the System.

Missions / Bureaus

Enter your assistance request

Enter TDY Request

Check status or edit your assistance request

Find & Edit TDYs

N/A

Close Out

View trip reports for all field assistance

Get Reports

EGAT Staff

Enter EGAT travel, submit TDYs on missions' behalf

Select lead office, assign travelers, confirm TDYs

Submit trip reports & travel costs

View all EGAT support data

[Field Support Policy](#) | [Getting Started](#) | [Field Support Coordinators](#) | [FAQs](#) | [Privacy Policy](#) |

For help using the System or if you are experiencing problems with it, contact an [EGAT Field Support Coordinator](#).



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This Site: Knowledge Ma

Office of the Chief Information Officer > Knowledge Management > Knowledge Services Center

KNOWLEDGE SERVICES CENTER - TURNING INFORMATION INTO KNOWLEDGE

FIND

- In the USAID library catalog books, DVDs, language training materials, travel guides, and country and sector specific movies and documentaries.
- A starting point do to research
- Electronic journals and browse the table of contents
- Full-text articles to start your search
- Reliable, vetted, and update-to-date resources, such as World Bank eLibrary, EIU Reports, CIAO, and many others to do your own research.

Featured resources:

Academic Search Elite
JSTOR MEDLINE ScienceDirect



Mobile Apps from the KSC

- ScienceDirect
- EBSCO

- USAID-specific Lessons learned, best practices, and technical reports from the Development Experience Clearinghouse.
- E-book collection for current information on engineering, energy, climate change, food security, and geospatial information systems (GIS) and more.
- Development data and quantitative analytical support
- Resources to build your career and prepare for travel using multimedia professional development resources

REQUEST

- A book or article not in the KSC collection.
- Rosetta Stone login for foreign language training.
- Guidance and training on blogs, wikis, Developedia, and SharePoint team sites.
- Customized news alerts for development topics of interest.
- Country briefing packets for staff on the move.
- Customized research, analysis, and timely synthesis of data and information.
- News about the latest additions by subscribing to New This Month and DEC Express.

KSC News and Information

News @ the KSC 6/9/2011 5:06 PM
by Palmer, Victoria (M/CIO/KM)

News from the Library

New this Month- June 2011

Save the Date: 2011 Summer Seminar Series
Wednesdays, July 6, 13, 20, 27, and August 3 at the National Press Club from 9:30-11:00 am.

Information on past seminar series.

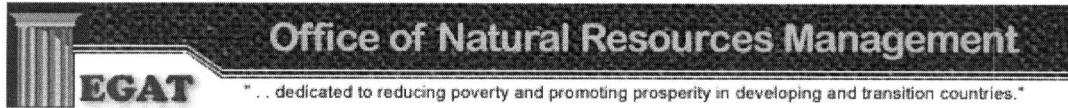
Borrowing Policies

Add new announcement

USAID Knowledge Services Center - RRB
M.01-010 (Mezzanine Level)

Email: ksc@usaid.gov
Phone: 202-712-0579
Fax: 202-216-3515
Hours: Monday- Friday: 9:00 AM - 5:00 PM
(Closed Federal Holidays)

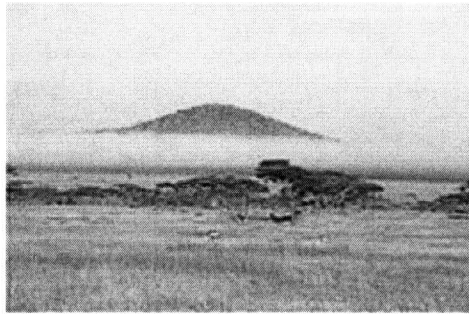
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Biodiversity Team

The Biodiversity Team (EGAT/NRM/B) provides support to field missions, technical leadership, and project assistance to support the conservation and sustainable use of the world's biodiversity and forests. The Team works within the U.S. Government and with the public sector to develop innovative, cross-sectoral, and cross-boundary approaches to the conservation and sustainable use of biodiversity and forests. The Team manages a number of field-support mechanisms, including the USDA Forest Service Inter Agency Agreement (IAA) and the Global Conservation Program, as well as partnerships with the private sector. The Team's efforts emphasize site-based conservation and sustainable forestry, with an emphasis on sound governance, improved livelihoods, social justice, and policy reform and implementation.



Tom Fadden

Biodiversity conservation is a key goal of USAID's programs to protect the environment. USAID pioneered and now supports one of the most comprehensive biodiversity conservation programs of any bilateral donor.

Learn more about the [definition of Biodiversity Programs](#).

USAID is working to conserve species and habitats in more than 45 countries worldwide through programs implemented by Missions and technical Bureaus. USAID's Biodiversity Team supports Missions and Bureaus in their biodiversity conservation efforts by providing in-house technical capability in strategy formulation, program design, evaluation, and implementation support.

The Agency has contributed to safeguarding biological diversity by its efforts to:

- Improve the management of biologically significant areas
- Promote the sustainable use of biological resources
- Support the conservation of in situ genetic diversity

These conservation goals are pursued by supporting activities that focus on site-based conservation, with an emphasis on sound governance, equity and social justice, as well as policy reform and implementation. Site based conservation activities include:

- Protected area conservation and multiple-use zoning
- Community-based natural resource management
- Landscapes, seascapes, and large ecosystem conservation
- Transboundary cooperation
- Economic incentive for conservation
- Enterprise based conservation
- Environmental education
- Conservation finance
- Public-private partnerships in conservation

Policy reform and implementation activities include:

- Land/marine tenure policy and reform
- Logging and fishing policy reform
- Natural resource management policy reform and development

[| Contact Web Master |](#)

WHAT'S NEW

Prosperity,
Livelihoods and
Conserving
Ecosystems Indefinite
Quantity Contract
(PLACE IQC)

NRM OFFICE

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Biodiversity
Forestry
Land
Water

[NRM Staff Directory](#)

USAID.GOV LINKS

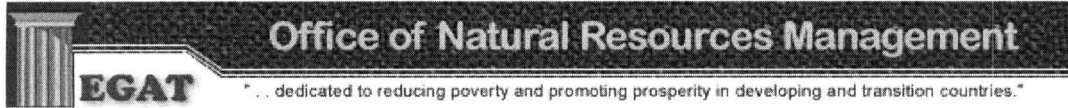
[Approach to
Conservation](#)

PUBLICATIONS

USAID Biodiversity
Publications
DEC
Partner Publications

PARTNERS

U.S.-Based NGOs
Private Sector
U.S. Govt. Agency



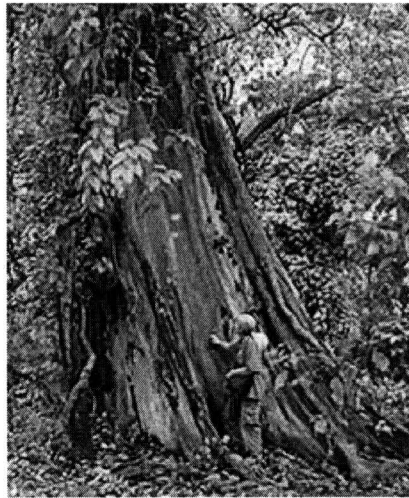
Forestry Team

Developing nations around the world increasingly recognize that their present and future economic well-being is severely threatened if a sustainable natural resource base is not maintained.

Forests are a particularly important resource as approximately 1.6 billion people worldwide depend on forests for their livelihoods.

The Forestry Team works closely with partners to implement a long-term strategy for strengthening the sustainable management of natural forests, agroforestry and other tree systems. The Forestry program seeks to:

- Serve as the Agency's forestry information clearinghouse, supporting applied research and providing information dissemination, communication and outreach;
- Develop cross-sectoral linkages and relationships with other Bureaus and Missions to increase support for activities in targeted thematic areas, explore opportunities to work with the State Department and improve communication with donors;
- Explore public-private partnerships with the business community to develop activities around mutual goals;
- Provide technical leadership within the Agency through targeted assistance and training.



The program strategy includes providing information, technical assistance and other forms of support to Mission and Regional Bureau forestry and natural resources management activities; supporting and influencing the research agendas of international research institutions; and supporting demonstration, training and dissemination of sustainable forest management practices and policies to promote their adoption for the conservation of forest ecosystems, rehabilitation of degraded lands, and mitigation of forest through better forest management practices. The strategy recognizes that local rights to forest benefits and participation in forest management are essential for improving management practice. In addition to the adoption of improved practices and policies, improved and continued monitoring of forest use and health is necessary for long-term forest conservation.

Activities focus on:

- Integrated forest monitoring
- Reduced impact logging
- Increased community investment in natural resources management
- Strengthened rehabilitation of degraded lands
- Integrated watershed management
- Development and testing of field methodologies to measure carbon in forest ecosystems

| [Contact Web Master](#) |

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USAID.GOV LINKS

[Approach to Forestry](#)
[Presidential Initiative Against Illegal Logging](#)
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[Private Sector](#)



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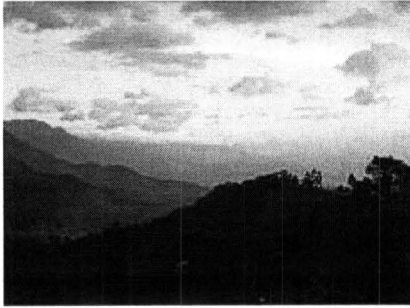
EGAT

The Bureau for Economic Growth, Agriculture & Trade

"...dedicated to reducing poverty and promoting prosperity in developing countries."

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Natural Resources Management



Luiz Ruiz

Land, water, forest, coasts and biological resources provide the foundation for rural livelihoods in much of the developing world. The wealth and power represented by these resources make their sound management and equitable access critical for sustainable economic development and a healthy environment. Recognizing this, the Office of Natural Resources Management's (NRM) top priority is helping Missions to design and implement development strategies that reflect the intrinsic linkages connecting healthy ecosystems to sustainable economies, good governance, and equitable and just societies.

To respond to the need for improved global resources management, the NRM Office has assembled four teams containing multi-disciplinary technical experts with field experience across all of USAID's regions. Member Teams include the Biodiversity, Forestry, Water and Land Resources Management Team.

The Teams work together in a cross-sectoral approach to maximize expertise available to Missions and field projects. Objectives include improved biodiversity conservation and management; improved management of natural forests; improved land management capacity; and improved integrated management of freshwater, coastal and aquatic resources. In addition, NRM Office provides technical assistance and leadership to address U.S. Government foreign policy initiatives. Skills and expertise found among Team members are described in the [Staff Directory](#).

The four Teams – described below – are available to help Missions with design, implementation, and evaluation of natural resources programs and to assist with integrating natural resources management with other Agency programs such as economic growth, agriculture, democracy, conflict resolution and humanitarian assistance.

Biodiversity Team: The Biodiversity Team provides support to field missions, technical leadership, and project assistance to support the conservation and sustainable use of the world's biodiversity and forests. The Team works within the U.S. Government and with the public sector to develop innovative, cross-sectoral, and cross-boundary approaches to the conservation and sustainable use of biodiversity and forests. The Team manages a number of field-support mechanisms, including the USDA Forest Service Inter Agency Agreement (IAA) and the Global Conservation Program, as well as partnerships with the private sector. The Team's efforts emphasize site-based conservation and sustainable forestry, with an emphasis on sound governance, improved livelihoods, social justice, and policy reform and implementation.

Forestry Team: The Forestry Team promotes sustainable forest management through improved forestry practices; responsible trade in forest products; expanded community-based forest management; policy and regulatory reform; reduction in illegal logging; and improved knowledge of forest ecosystems and management of forest resources. Team activities support agroforestry, biodiversity conservation, carbon sequestration, and the integration of assessment and monitoring systems for improving forest health. An agreement with the U.S. Forest Service augments the Team's technical expertise in support of Mission activities in forest management, watershed management, fire management, and environmental policy.

Land Resources Management Team: Through improved policies and programs, the Land Team promotes sustainable productive use, restoration and preservation of land resources at the nexus with poverty reduction, environmental and human health, natural hazard mitigation, conflict resolution, and democratic governance. Missions can draw on the Team's multi-disciplinary expertise to help them design and evaluate programs leading to improved governance and the sustainable use of natural resources. The Team includes experts in sustainable agriculture, soil science, integrated pest management, property rights, community-based natural resources management, natural resources based enterprise development, geospatial information technology, communications and knowledge management. Agreements and mechanisms managed by the Team provide access to research programs and services in the Team's areas of expertise.

Water Team: The Water Team promotes improved policies, management and optimal use of freshwater and coastal resources at the basin, aquifer and watershed scales, including the integration of land and

WHAT'S NEW

- Prosperity, Livelihoods and Conserving Ecosystems Indefinite Quantity Contract (PLACE IQC)

NRM OFFICE

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- Biodiversity
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- NRM Staff Directory

USAID.GOV LINKS

- EGAT
- Biodiversity
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- Land Management
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- Initiative Against Illegal Logging

water use, groundwater and surface water, and coastal and marine resources. The team includes experts from throughout the Agency, as well as USAID field units, and other federal agencies. The wealth of expertise provides a significant resource for support of field operations in all aspects of integrated water resources management, including water supply and sanitation, wastewater management and pollution control, watershed management, integrated coastal management, irrigation, fisheries and aquaculture, hydropower, and disaster preparedness activities. The Team plays a lead role in interagency dialogue and support of USG initiatives, and manages agreements providing technical, analytical, and managerial assistance to the Missions and Bureaus.

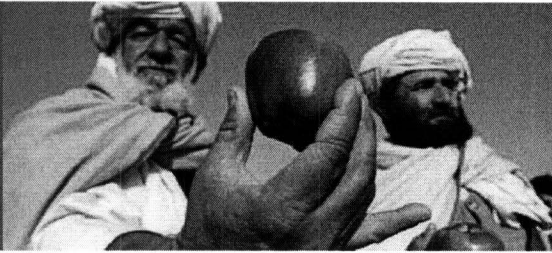


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Office of
AGRICULTURE
The Agency's Center of Excellence for Agriculture

[Feed the Future Guidance](#)

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Dates, times, places, registration details, links to USAID University and FSI

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Our programs and firms and organizations that work with us

Publications

Organized by team and by each stage of the design cycle, with policies, strategies, assessments, indicators, tool kits, and monitoring and evaluation guides

Statement of Purpose

The Office of Agriculture serves as advocate for agriculture as key to development, increasing rural incomes, reducing poverty and eliminating hunger through visionary technical leadership, aggressive field support, innovation and intensive collaboration with stakeholders.

We welcome your suggestions for improving this site. Please contact the [AG Office](#) with your comments, questions or concerns.



Note: The Office of Agriculture moved to the Bureau of Food Security on November 24, 2010.

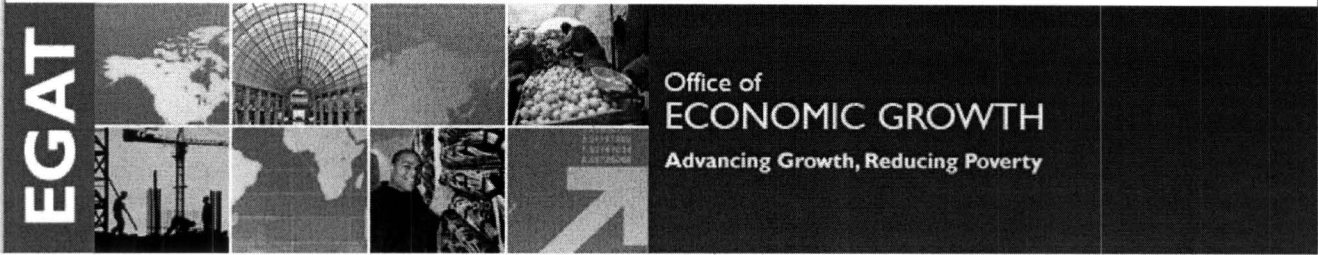
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EG Answers

You can ask our team any economic growth related question and get a response within two business days. See the [video](#).

We welcome your suggestions for improving this site. Please contact the [EG Office](#) with your comments, questions or concerns.

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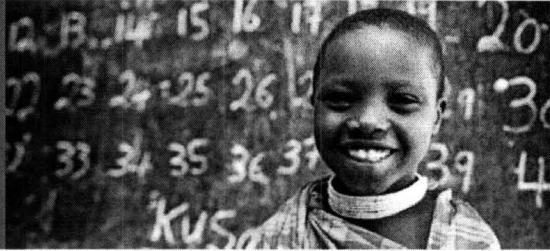


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"...the EGAT bureau is dedicated to reducing poverty and promoting prosperity in developing countries."



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117 Section 117 of the Foreign Assistance Act – Environment and Natural Resources

118 Section 118 of the Foreign Assistance Act – Tropical Forests

119 Section 119 of the Foreign Assistance Act – Endangered Species

22 CFR 216 Title 22 of the Code of Federal Regulations, Part 216

A

A/AID Administrator; Office of the Administrator (USAID)

AA Assistant Administrator

A&A Acquisition and Assistance

AAAP Acquisition and Assistance Advisory Panel

AAAS American Association for the Advancement of Science

ABS Annual Budget Submission

ABSP Agricultural Biotechnology Support Program

ACFVA Advisory Committee on Voluntary Foreign Aid

AD Administratively Determined

ADB Asian Development Bank

ADS Automated Directive System

AEF Annual Evaluation Form

AETA American Electronic Time and Attendance System

AFDB African Development Bank

AFDF African Development Fund

AFGE American Federation of Government Employees

AFR Bureau for Africa

AFSA American Foreign Service Association
AIDAR Agency for International Development Acquisition Regulations
AIDS Acquired Immunodeficiency Syndrome
AID/W U.S. Agency for International Development/Washington
AL Annual Leave
ANE Bureau for Asia and the Near East
APEC Asia Pacific Economic Coordination
APO Army Post Office
ASAP As Soon As Possible
ASEAN Association of Southeast Asian Nations
ASHA American Schools and Hospitals Abroad
AWACS AID Worldwide Accounting & Control System (Module of NMS)
AWF African Wildlife Foundation
AWS Alternate Work Schedule

B

BAFO Best and Final Offer
BEO Bureau Environmental Officer
BIC Bank Information Center
BIFAD Board for International Food and Agricultural
B&P Bid and Proposal
BOA Basic Ordering Agreement
BS Backstop
BTEC Business Transformation Executive Committee

C

CARE Cooperative for Assistance and Relief Everywhere
CARPE Central African Regional Program for the Environment
CASU Cooperative Administrative Support Units
CBC Community-based Conservation
CBD Commerce Business Daily; UN Convention on Biological Diversity
CBJ Congressional Budget Justification
CBNRM Community-based Natural Resources Management
CBO Community-based Organization
CCD UN Convention to Combat Desertification
CCN Cooperating Country National
CDIE Center for Development Information and Evaluation (PPC)
CDM Clean Development Mechanism

CDO Cooperative Development Organization

CE Categorical Exclusion

CEE Central and Eastern Europe

CFC Chlorofluorocarbons

CFO Chief Financial Officer

CGIAR Consultative Group on International Agricultural Research

CI Conservation International

CIAT Center for International Tropical Agriculture (CGIAR)

CIB Contract Information Bulletin

CIDA Canadian International Development Agency

CIFOR Center for International Forestry Research (CGIAR)

CIMMYT International Maize and Wheat Improvement Center (CGIAR)

CIP Commodity Import Program; International Potato Center (CGIAR)

CITES UN Convention on International Trade in Endangered Species of Wild Fauna and Flora

CLIN Contract Line Item Number

CLO Community Liaison Officer

CN Congressional Notification

CO Contracting Officer

CO₂ Carbon Dioxide

COP Conference of Parties

COR Contracting Officer's Representative (USAID uses "CTO")

COTR Contracting Officer's Technical Representative (USAID uses "CTO")

CP Congressional Presentation

CPAF Cost-Plus-Award-Fee

CPFF Cost-Plus-Fixed-Fee

CPIF Cost-Plus-Incentive-Fee

CPR Contractor Performance Report


CRSP Collaborative Research Support Program

CSD United Nations Commission on Sustainable Development

CTO Cognizant Technical Officer

CY Calendar Year

CYP Calendar Year Protection

D 

DA Development Assistance

DAA Deputy Assistant Administrator

DAC Development Assistance Committee (OECD)

DART Disaster Assistance Response Team
DAS Deputy Assistant Secretary
DCAA Defense Contract Audit Agency
DCA Development Credit Authority
DCHA Bureau for Democracy, Conflict and Humanitarian Assistance
DCM Deputy Chief of Mission (State)
DEOB Deobligation
DFA Development Fund for Africa
DFID Department for International Development (United Kingdom)
DGS Document Generating System
DH Direct-Hire
DHS Department of Homeland Security
DO Delivery Order
DOC Department of Commerce
DOE Department of Energy
DOD Department of Defense
DOJ Department of Justice
DOI Department of Interior
DOL Department of Labor
DOS Department of State
DOT Department of Transportation
DUNS Data Universal Numbering System

E

EA Environmental Assessment
EAPEI East Asia and Pacific Environment Initiative
E&E Bureau for Europe and Eurasia
EE&C Environmental Education and Communication
EEO Equal Employment Opportunity
EEP Employee Evaluation Program
EGAT Bureau for Economic Growth, Agriculture and Trade
EH Environmental Health
EIA Environmental Impact Assessment
EIS Environmental Impact Statement
EMS Environmental Management System
ENI Europe and the New Independent States
EO Executive Order



EOP Office of Equal Opportunity Programs

EPA Environmental Protection Agency

ES Executive Secretariat

ESF Economic Support Fund

ETA Estimated Time of Arrival

ETD Estimated Time of Departure

EU European Union

EXIM Export-Import Bank of the United States

F

° **F** Degrees Fahrenheit

FAA Foreign Assistance Act

FAO Food and Agriculture Organization of the United Nations

FAR Federal Acquisition Regulation

FARA Foreign Affairs Recreation Association

FAS Foreign Agricultural Service (USDA)

FASA Federal Acquisition Streamlining Act

FDA Food and Drug Administration

FEGLI Federal Employees Group Life Insurance

FEHB Federal Employees Health Benefits Program

FEMA Federal Emergency Management Agency

FESS Foundation for Environmental Security and Sustainability

FEWS Famine Early Warning System

FFP Office of Food for Peace

FFP Firm Fixed Price

FICA Federal Insurance Contribution Act (Social Security)

FLO Family Liaison Office

FM Financial Management

FOIA Freedom of Information Act

FPIF Fixed Price Incentive (Firm)

FS Foreign Service; Field Support

FSB Foreign Service Board

FSI Foreign Service Institute

FSLRB Foreign Service Labor Relations Board

FSN Foreign Service National

FTA Free Trade Agreement

FTAA Free Trade Area of the Americas



FTE Full Time Equivalent

FTZ Foreign Trade Zone

FX Foreign Exchange Service

FY Fiscal Year

G

G-5 Group of Five (US, UK, Germany, Japan, France)

G-7 Seven Major Industrialized Nations (US, UK, CAN, Italy, Germany, Japan, France)

G-8 Group of Eight (US, UK, Germany, Japan, France, CAN, Italy and Russia)

G-20 Group of Twenty, established in September 1999, include the Group of Seven major industrialized countries – US, UK, Germany, Japan, France, CAN, Italy – plus Argentina, Australia, Brazil, China, India, Indonesia, Mexico, Russia, Saudi Arabia, South Africa, South Korea, Turkey and the European Union.

G-77 Group of Seventy-seven [all countries within UNCTAD Groups "A" (African and Asian countries, with the exception of Israel and South Africa) and "C" (Latin America) – now comprising more than 120 developing countries]

GAO General Accounting Office

GATT General Agreement on Tariffs and Trade

GBL Government Bill of Lading

GC Office of General Counsel

GCC Global Climate Change

GCP Global Conservation Program

GDA Global Development Alliance

GDP Gross Domestic Product

GEF Global Environmental Facility

GH Bureau for Global Health

GHG Greenhouse Gas

GIS Geographic Information System

GLI Government Life Insurance

GM Genetically Modified

GMO Genetically Modified Organism

GS General Schedule

GSA General Services Administration

GSBCA General Service Board of Contract Approval

GTR Government Transportation Request

GVW Gross Vehicle Weight

H

HAC House Appropriations Committee

HBCUs Historically Black Colleges and Universities

HC Host Country

HCC Host Country Contract
HFAC House Foreign Affairs Committee
HFC Hydrofluorocarbons
HG Housing Guaranty; Host Government
HHE Household Effects
HIG Housing Investment Guaranty
HIV/AIDS Human Immunodeficiency Virus
HL Home Leave
HR Office of Human Resources
HIS Hispanic Serving Institution
HUD Department of Housing and Urban Development

I

IAA Interagency Agreement
IADB (or **IDB**) Inter-American Development Bank
IBRD International Bank for Reconstruction and Development (World Bank)
ICARDA International Center for Agricultural Research in the Dry Areas (CGIAR)
ICRAF World Agroforestry Center (CGIAR)
ICRC International Committee of the Red Cross
ICRISAT International Crops Research Institute for the Semi-Arid Tropics (CGIAR)
IDI International Development Intern
IEA International Energy Agency
IEE Initial Environmental Examination
IEP International Economic Policy
IFI International Financial Institution
IFPRI International Food Policy Research Institute (CGIAR)
IG Inspector Generals Office
IITA International Institute of Tropical Agriculture (CGIAR)
ILRI International Livestock Research Institute (CGIAR)
IMF International Monetary Fund
IPA Intergovernmental Personnel Act
IPCC Intergovernmental Panel on Climate Change
IPGRI International Plant Genetic Resources Institute (CGIAR)
IPM Integrated Pest Management
IPR Intellectual Property Rights
IQC Indefinite Quantity Contract
IRM Office of Information Resources Management

IRRI International Rice Research Institute (CGIAR)

ISO International Standards Organization

ITO International Trade Organization

IUCN International Union for the Conservation of Nature and Natural Resources (now the World Conservation Union)

IWMI International Water Management Institute (CGIAR)

J



JI Joint Implementation

JICA Japanese International Cooperating Agency

JOFOC Justification for Other than Full and Open Competition

K



KM Knowledge Management

KOICA Korean International Cooperation Agency

L



LAC Bureau for Latin American and the Caribbean

LDC Less (or Least) Developed Country

LEAP Local Environmental Action Plan

LOC Letter of Credit

LPA Bureau for Legislative and Public Affairs

LWA Leader with Associate Award

LWOP Leave without Pay

M



M Management Bureau

MAARD Modified Acquisition and Assistance Document

MACS Mission Accounting and Control System

MCA Millennium Challenge Account

MCC Millennium Challenge Corporation

MD Mission Director

MDBs Multilateral Development Banks

M&E Monitoring and Evaluation

MEDEVAC Medical Evacuation

MEO Mission Environmental Officer

MEPI Middle East Partnership Initiative

MFN Most Favored Nation

MIF Multi-lateral Investment Fund

MIS Management Information System

MLAT Modern Language Aptitude Test

MODEM Modulation-demodulation devise for computer transmission of data

MOU Memorandum of Understanding

MPP Mission Performance Plan

MRC Minority Resource Center

MSG Matching Support Grant

MSI Minority Serving Institution

MTN Multilateral Trade Negotiations

N



N/A Not Applicable

NAFTA North American Free Trade Agreement

NAM National Association of Manufacturers

NAN No Action Necessary

NAS National Academy of Science

NASA National Aeronautics and Space Administration

NASULGC National Association of State Universities and Land Grant Colleges

NATO North Atlantic Treaty Organization

NEAP National Environmental Action Plans

NEP New Entry Professional

NEPA National Environmental Policy Act

NEPAD New Partnership for Africa's Development

NFATC National Foreign Affairs Training Center

NGO Non-governmental Organization

NICRA Negotiated Indirect Cost Rate Agreement

NIS New Independent States

NLT Not Later Than

NMS New Management System

NOAA National Oceanic and Atmospheric Administration

NRC National Regulatory Commission

NRM Natural Resources Management

NSB National Security Board

NSC National Security Council

NTE Not to Exceed

NXP Non-Expendable Property

O



OAS Organization of American States

OBE Overtaken by Events
OD Office Director
ODA Official Development Assistance
ODC Overseas Development Council
OE Operating Expenses
OECD Organization for Economic Cooperation and Development
OES Bureau of Oceans and International Environmental and Scientific Affairs (State)
OFDA Office of U.S. Foreign Disaster Assistance (DCHA)
OFPP Office of Federal Procurement Policy
OICD Office of International Cooperation and Development (USDA)
OMB Office of Management and Budget
OP Office of Procurement
OPAM Office of Procurement Administrative Memorandum
OPEC Organization of Petroleum Exporting Countries
OPIC Overseas Private Investment Corporation
OPM Office of Personnel Management
ORS Oral Rehydration Salts
ORT Oral Rehydration Therapy
O/S Overseas
OSDBU Office of Small and Disadvantaged Business Utilization
OT Overtime
OYB Operational Year Budget

P

PAHO Pan-American Health Organization
PAR Performance Appraisal Report
PART Program Assessment Rating Tool
PASA Participating Agency Service Agreement
PBS Program Budget Submission
PCV Peace Corp Volunteer
PD&S Program Development & Support Funds
PFC Perfluorocarbons
PIB Procurement Information Bulletin
PIC Public Information Center
PL Public Law
PL-480 The Agricultural Trade, Development and Assistance Act (Food for Peace)
PM Person Months

PMCP Procurement Managers Certification Program

PMP Performance Management Plan

PO Purchase Order

POPs Persistent Organic Pollutants

POT Program Objective Team

POV Privately Owned Vehicle

PP Project Paper; Pay Period

PPC Bureau for Policy and Program Coordination

PSC Personal Services Contract; Professional Services Council; Product Service Code

PVC Office of Private and Voluntary Cooperation (DCHA)

PVO Private and Voluntary Organization

R

RC Resource Code

RCO Regional Contracting Officer

RCSA Regional Center for Southern Africa

RD Rural Development

R&D Research and Development

REA Regional Environmental Officer

REDSO Regional Economic Development Services Office

REOB Reobligation

PERSUAP Pesticide Evaluation Report/Safe Use Action Plan

RFA Request for Application

RFP Request for Proposal

RFQ Request for Quotation

RFTP Request for Technical Proposal

RIF Reduction in Force

RIG Regional Inspector General

RLA Regional Legal Advisor

RMO Regional Medical Officer

RRB Ronald Reagan Building

RSO Regional Security Officer

RSSA Resources Support Services Agreement

RUDO Regional Housing and Urban Development Office

S

SAC Senate Appropriations Committee

SADC Southern Africa Development Community

SBA Small Business Administration

SEED Support for Eastern Europe Democracy Act

SEL Statement of Earnings and Leave

SES Senior Executive Service

SF Standard Form

SFRC Senate Foreign Relations Committee

SFS Senior Foreign Service

SIC Standard Industrial Classification

SMA Separate Maintenance Allowance

SME Small- and Medium-sized Enterprises

SME Subject Matter Expert

SMG Senior Management Assignment Panel

SO Strategic Objective

SOT Strategic Objective Team

SOW Scope of Work

SpO Special Objective

SSA Social Security Administration

SSN Social Security Number

STD Sexually Transmitted Disease

T

TA Travel Authorization; Technical Assistance

T&A Time and Attendance

TBA To Be Announced

TBD To Be Determined

TCN Third Country National

TDA Trade and Development Agency

TDP Trade and Development Program

TDY Temporary Duty

TFCA Tropical Forest Conservation Act

TIN Taxpayer Identification Number

Title XIII Title XIII of the International Financial Institutions Act

TN Technical Notification

TNC The Nature Conservancy

T&M Time and Material

TO Task Order

U

UN United Nations

UNCCP United Nations Convention to Combat Desertification

UNCDF United Nations Capital Development Fund

UNCTAD United Nations Conference on Trade and Development

UNDP United Nations Development Program

UNEP United Nations Environment Program

UNESCO United Nations Educational, Scientific, and Cultural Organization

UNFCCC United Nations Framework Convention on Climate Change

UNHCR United Nations High Commissioner for Refugees

UNICEF United Nations Children's Fund

UNIDO United Nations Industrial Development Organization

US-AEP United States – Asia Environment Partnership

USAID United States Agency for International Development

USC United States Code

USDA United States Department of Agriculture

USDH U.S. Direct Hire

USEC U.S. Mission to European Communities

USG United States Government

USIA United States Information Agency (Washington, DC)

USIS United States Information Service (Overseas)

USNATO U.S. Mission to the North Atlantic Treaty Organization (State)

USOCD United States Mission to the Organization for Economic Cooperation and Development

USRP United States Refugee Program

USTR United States Trade Representative

USUN United States Mission to the United Nations

V _____

VA Veterans Administration

VOA Voice of America

W _____

WAO Women's Action Organization

WARDA West Africa Rice Development Association (CGIAR)

WARP West Africa Regional Program

WB World Bank

WEC World Environment Center

WFP World Food Program (UN)

WHO World Health Organization

WID Office of Women in Development

WRI World Resources Institute

WSSD World Summit on Sustainable Development

WTO World Trade Organization

WWC World Water Council

WWF World Wildlife Fund

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Multilateral Policy and Conventions

Overview Contact List

Overview

The Multilateral Policy and Conventions Team (EGAT/ESP/MPC) manages USAID engagement in a series of major environmental and agricultural undertakings, including the Convention on Biological Diversity, agreements on endangered and invasive species, and other international engagements. The Team works across the Agency and with USG partners, NGOs and international organizations pursuing consistent approaches multilaterally and within USAID's internal programs.


A treaty is a legally binding international agreement between two or more states that is governed by the principles and practices of international law. USAID is subject to all international environmental treaties by the United States and must comply with the requirements outlined in the treaties.

Although the State Department is primarily responsible for negotiating environmental treaties, USAID plays a vital role in the treaty negotiation process by ensuring that developing country perspectives are taken into consideration within U.S. position statements. USAID has been active in helping to shape U.S. positions at major negotiation rounds for many international treaties, including the Convention to Combat Desertification and the Framework Convention on Climate Change. In addition, the Agency provides key technical assistance to its developing country partners, helping to build their capacity to participate effectively in treaty negotiation and implementation.

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EGAT's Office of Environment and Science Policy Provides Technical Leadership

EGAT's Office of Environment and Science Policy (ESP) provides technical leadership on international science and environmental policy issues, including U.S. participation in international environmental agreements (e.g., the UN Convention to Combat Desertification and the UN Framework Convention on Climate Change), multilateral agricultural research systems (e.g., the Consultative Group on International Agricultural Research), and biotechnology. The Office engages in the extensive inter-agency discussions that determine the U.S. position for international events, assuring that the Agency's capacity for implementation is appropriate to the level of the U.S. commitments. The Office serves as a focal point for Agency involvement in agriculture and environment-related science and technology and, in collaboration with the Office of Agriculture and the Office of Natural Resources Management, manages a portfolio of global agricultural policy and research activities that involve U.S.-based as well as international scientists. The Office monitors and advises Agency leadership regarding scientific and policy developments that could have an impact on Agency performance in these areas.

EGAT/ESP also is the home to the Bureau Environment Officer (BEO) who is responsible the uniform and correct application of all USG environmental policies and procedures (22 CFR 216), executive orders, and Council of Environmental Quality guidelines to all forms of assistance activities under the purview of the EGAT Bureau.

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Featured publications:

- ▶ [Senegal Urban Assessment, November 2010 \(PDF 771k\)](#)
- ▶ [ICT as a Catalyst to Enterprise Competitiveness \(PDF 924k\)](#)
- ▶ [Empowering Agriculture: Energy Options for Horticulture \(PDF 1730K\)](#)
- ▶ [Powering Health: Electrification Options for Rural Health Centers \(PDF 484K\)](#)

News of note:

- ▶ [December 2011 Infrastructure Conference Registration Now Open!](#)
- ▶ [Urban Programs Team launches call for abstracts in second annual paper competition](#)

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