



U.S. Trade and Development Agency
1000 Wilson Boulevard, Suite 1600
Arlington, Virginia 22209

Phone: 703.875.4357 • Fax: 703.875.4009
E-mail: info@ustda.gov • Website: www.ustda.gov

U.S. TRADE AND DEVELOPMENT AGENCY

Project Sponsor Information



OUR MISSION

“The work of development is much broader than development aid. The vast majority of financing for development comes not from aid, but from trade and domestic capital and foreign investment... So, to be serious about fighting poverty, we must be serious about expanding trade.”

PRESIDENT GEORGE W. BUSH



Thelma J. Askey, Director
U.S. Trade and Development Agency

Recognizing that trade and private sector growth are catalysts for development, the U.S. Trade and Development Agency (USTDA) helps project sponsors in developing and middle-income countries to establish the infrastructure and environment necessary for economic growth to occur. By providing access to U.S. expertise in the planning and development of priority projects and capacity-building activities, USTDA facilitates partnerships between project sponsors and U.S. firms contribute to the achievement of important development goals.



What is USTDA?

USTDA is an independent U.S. Government foreign assistance agency that is funded by the U.S. Congress.

What are USTDA's objectives?

Our aim is to advance economic development in developing and middle-income countries by providing foreign project sponsors with access to U.S. technology and expertise.

What types of projects does USTDA support?

USTDA provides grant funding for the planning of projects that support the development of modern infrastructure and an open trading system.

While USTDA activities span a wide variety of sectors, many focus on energy and power, transportation, mining and minerals development, telecommunications, environmental infrastructure and services, and healthcare.

On what eligibility factors are USTDA grants based?

USTDA evaluates projects primarily based on:

- Their priority to the project sponsors and the countries where they are located and their likelihood of receiving implementation financing; and
- Whether they offer mutual economic benefit for the host country and the United States, including opportunities for commercial cooperation with U.S. firms.

With whom does USTDA work?

USTDA provides grants directly to foreign project sponsors.

A foreign project sponsor is the local entity with the decision-making authority and ability to implement a project. The sponsor may be a government institution at the national, state/provincial, or local level, or it may be a local private sector company.

USTDA is open for business in more than 100 nations around the world.

What types of activities does USTDA support?

USTDA accomplishes its mission by funding:

- 1) trade capacity building and sector development; and
- 2) project definition and investment analysis.

Trade capacity building and sector development assistance supports the establishment of industry standards, rules and regulations, trade agreements, market liberalization and other policy reform.

Project definition and investment analysis involves activities that support large capital investments related to overseas development.

Trade Capacity Building and Sector Development

SECTOR DEVELOPMENT TECHNICAL ASSISTANCE

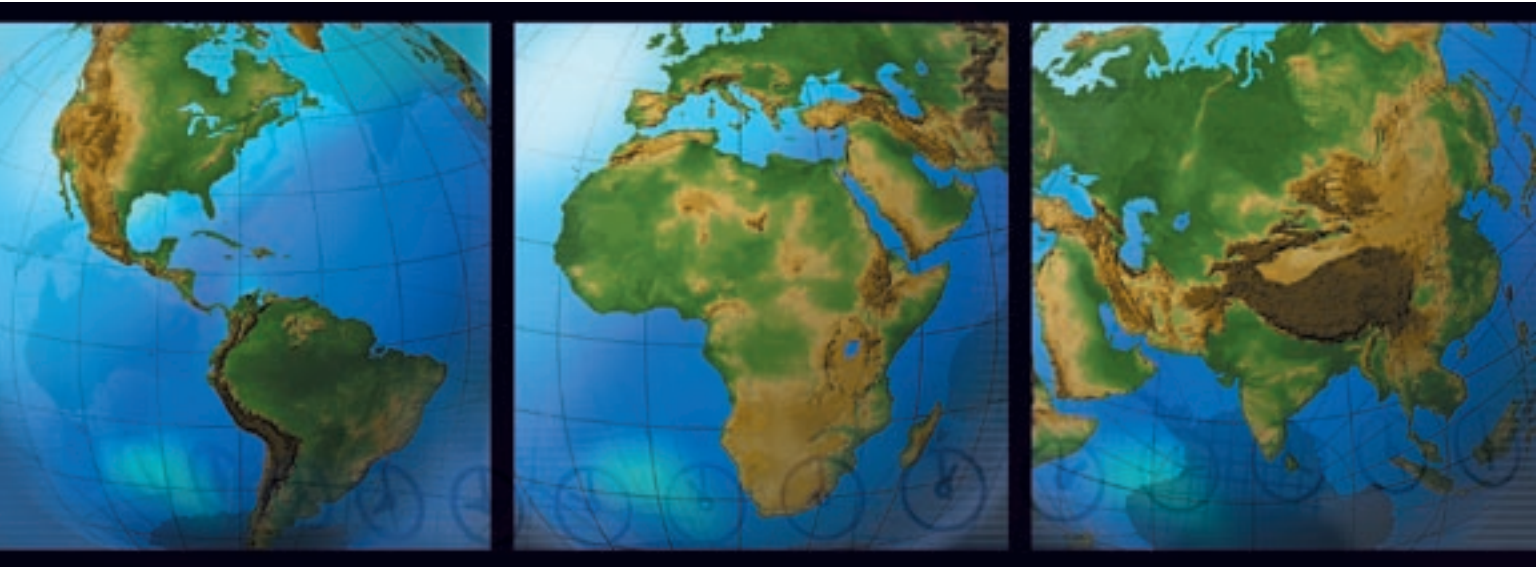
USTDA provides technical assistance to help with the development of sector strategies, industry standards, and legal and regulatory regimes. This assistance helps to create a favorable business and trade environment. Transportation safety and security are particularly important sectors for USTDA's technical assistance work.

TRADE AGREEMENT SUPPORT

USTDA trade capacity building technical assistance is normally associated with the negotiation of trade agreements, and compliance with important international market access requirements. Areas of assistance may include customs processing and valuation, intellectual property rights, government procurement, technical barriers to trade, and trade in services.

TRAINING

USTDA provides training for foreign decision-makers in economic sectors where there are opportunities for the sale of U.S. equipment and services. The training is normally focused on technology or regulatory issues and is designed to give project sponsors a better understanding of U.S. experience and capabilities. Training can be conducted in the United States and/or in the host country.



TRADE AND INDUSTRY ADVISORS

Foreign government entities may obtain USTDA grants for trade and industry advisors. These advisors are typically located in ministries or municipalities, where they can help with capacity building activities relevant to trade regulations, standards or the import of technology and additional expertise.

Project Definition and Investment Analysis

FEASIBILITY STUDIES

USTDA provides grants for overseas infrastructure project planning assistance, such as feasibility studies. These studies evaluate the technical, financial, environmental, legal, and other critical aspects of infrastructure development projects that are of interest to potential lenders and investors.

ORIENTATION VISITS

Orientation visits bring foreign project sponsors to the United States to observe the design, manufacture, demonstration and operation of U.S. products and services that can potentially help them to achieve their development goals.

WORKSHOPS AND CONFERENCES

USTDA organizes workshops, conferences and technical symposia worldwide. These events are sector or project oriented and connect overseas project sponsors with U.S. firms and entities that supply project finance, technology and industry expertise that may be useful in project implementation.

PROCUREMENT ASSISTANCE

To promote project transparency and integrity, USTDA provides grants to assist in the establishment and oversight of international project procurement activities. Support can take the form of developing appropriate bidding procedures, assisting in the evaluation of technical proposals, and identifying potential suppliers or bidders.

How is a project brought to USTDA for consideration?

If you are developing a project or initiative that you would like USTDA to consider for possible grant funding, you should begin by:

1. Contacting the appropriate USTDA Regional Director or Country Manager for your region (see staff listing); or,
2. Communicating with the commercial or economic officer, or USTDA representative, at the U.S. Embassy in your country.

To formally initiate USTDA consideration of a project, a project sponsor should direct a request to USTDA. In cases where a specific U.S. company has been identified as a partner or preferred supplier on the project, the U.S. company submits a separate, detailed proposal to USTDA. There is no set deadline for projects to be considered.

How does the approval process work?

USTDA's due diligence review of a proposal involves two steps. First, USTDA staff conducts an internal review to determine whether the proposal represents an appropriate opportunity for USTDA support. Second, proposals that satisfy this internal analysis are then independently assessed by USTDA-funded definitional mission and desk study consultants. Because of the high demand for USTDA funding, not all proposals that meet USTDA funding criteria can be supported.

How does the grant process work?

If USTDA approves funding, it signs a Grant Agreement with the foreign project sponsor (the Grantee). The Grantee then signs a contract with the U.S. company it has selected, usually on a competitive basis, to carry out the USTDA-funded activity. Both the Grant Agreement and the contract contain the terms of reference that outline the parameters of the activity.

What are the responsibilities of the Grantee?

The Grantee is responsible for managing the USTDA-funded activity, including the review of invoices, and providing some limited administrative support.

Who pays the U.S. contractor?

The Grant Agreement is signed by USTDA and the Grantee. The U.S. contractor works under its contract with the Grantee and submits its invoices to the Grantee. Once the Grantee is satisfied with the work product, the invoices are approved and forwarded to USTDA, which then pays the contractor directly.

Do USTDA Grants have to be repaid?

USTDA funds are grants, not loans. Grantees are not required to repay USTDA for the grants they receive.

How much money is available?

Each year, USTDA funds approximately 125 grant activities. The average USTDA grant is \$400,000.

How do I contact USTDA?

To contact the appropriate Regional Director or Country Manager at USTDA for your country, please call 703.875.4357, fax 703.875.4009, or e-mail info@ustda.gov. You can also visit our website at www.ustda.gov.



USTDA grants help foreign project sponsors achieve important development goals. Pictured above is the groundbreaking ceremony for a USTDA-supported waste treatment complex in Vietnam. USTDA funded investment analysis and an orientation visit to move the project toward implementation.

Where is USTDA located?

USTDA is active in every region of the world. The agency is headquartered in the Washington, D.C. area, in Arlington, Virginia. In addition, USTDA has representatives in South Africa and Thailand to promote the Agency's program throughout Sub-Saharan Africa and Asia.

What other U.S. Government Agencies can I contact?

- U.S. & Foreign Commercial Service
www.usatrade.gov
- U.S. Department of State
www.state.gov
- Office of the U.S. Trade Representative
www.ustr.gov
- Overseas Private Investment Corporation
www.opic.gov
- Export-Import Bank of the United States
www.exim.gov
- U.S. Agency for International Development
www.usaid.gov
- Millennium Challenge Corporation
www.mcc.gov

USTDA STAFF

DIRECTOR	Thelma J. Askey
DEPUTY DIRECTOR	Leocadia I. Zak
GENERAL COUNSEL	James A. Wilderrotter
DIRECTOR FOR POLICY AND PROGRAM	Geoffrey Jackson
CHIEF OF STAFF	Thomas R. Hardy
RESOURCE ADVISOR	Micheal Hillier
ASSISTANT DIRECTOR FOR POLICY AND PROGRAM	Paul Marin

ASIA

REGIONAL DIRECTOR	Henry Steingass
COUNTRY MANAGER	Steven Winkates
COUNTRY MANAGER	Stacey Chow
COUNTRY MANAGER	Diana Rossiter
PROJECT ANALYST*	Jarrett Creasy
ASIA BUSINESS DEVELOPMENT MANAGER*	Greg Walters

EUROPE AND EURASIA

REGIONAL DIRECTOR	Daniel D. Stein
COUNTRY MANAGER	Andrea Lupo
COUNTRY MANAGER	Scott Greenip
PROJECT ANALYST*	Dan Dondero

LATIN AMERICA AND THE CARIBBEAN

REGIONAL DIRECTOR	Albert W. Angulo
COUNTRY MANAGER	Anne McKinney
COUNTRY MANAGER	Keith M. Eischeid
COUNTRY MANAGER	Kate Maloney
PROJECT ANALYST*	Jorge Esteban

MIDDLE EAST, NORTH AFRICA AND SOUTH ASIA

REGIONAL DIRECTOR	Carl B. Kress
COUNTRY MANAGER	Leila Aridi Afas
COUNTRY MANAGER	Marian Bassett
COUNTRY MANAGER	Jason Nagy
PROJECT ANALYST*	Tareq Bremer
ASIA BUSINESS DEVELOPMENT MANAGER*	Greg Walters

SUB-SAHARAN AFRICA

REGIONAL DIRECTOR	Ned Cabot
COUNTRY MANAGER	Pierce Davis
COUNTRY MANAGER	Ursula Iszler
PROJECT ANALYST*	Melissa Schweinberg
AFRICA BUSINESS DEVELOPMENT MANAGER*	Doug Shuster

OFFICE OF THE GENERAL COUNSEL

ATTORNEY ADVISOR	David Hester
ATTORNEY ADVISOR	Enoh Ebong
ATTORNEY ADVISOR	Kendra Link
GRANTS ADMINISTRATOR	Pat Daughete
GRANTS ASSISTANT	Megan Rouse

OFFICE OF EXTERNAL RELATIONS

COMMUNICATIONS POLICY ADVISOR	Donna Thiessen
CONGRESSIONAL RELATIONS ADVISOR	Amy Lorenzini
SPECIAL PROJECTS OFFICER*	Brenda Heggs
WEBMASTER/EXTERNAL RELATIONS*	Brandon Moore

OFFICE OF EVALUATIONS

EVALUATIONS OFFICER/ECONOMIST	David Denny
EVALUATIONS ANALYST	Jamie Merriman

OFFICE OF FINANCE

FINANCIAL MANAGER	Noreen St. Louis
FINANCIAL MANAGEMENT ANALYST	Michele Bivins
FINANCIAL MANAGEMENT ANALYST	Rosa Jackson
FINANCE SPECIALIST	Evelyn Gudger
FINANCE ASSISTANT*	David Whittle

OFFICE OF CONTRACTS

CONTRACTING OFFICER	Della Glenn
CONTRACTING OFFICER	Richard Sallee
CONTRACTING OFFICER	Shirley Martin
CONTRACTS SPECIALIST	Lynda Kindrick
PROCUREMENT IT*	Sonia Barnhill

OFFICE OF ADMINISTRATION

ADMINISTRATIVE OFFICER	Carolyn Hum
MANAGEMENT AND PROGRAM COORDINATOR	Amy Mellin
ADMINISTRATIVE ASSISTANT	Eatrice James
ADMINISTRATIVE ASSISTANT	Tyrone Johnson
ADMINISTRATIVE ASSISTANT	Silvia Ortiz
ADMINISTRATIVE ASSISTANT	Paul Cecchini

OFFICE OF INFORMATION TECHNOLOGY

INFORMATION TECHNOLOGY PROJECT MANAGER*	Ronny Robinson
LAN ADMINISTRATOR*	Francisco Xavier

INFORMATION RESOURCE CENTER

INFORMATION RESOURCE CENTER MANAGER*	Angeleen Godbey
PROCUREMENT DATA MANAGER*	Evangelina Kunene
PROJECT INFORMATION SPECIALIST II*	Chris Sheldon
INFORMATION RESOURCE SPECIALIST II*	Gwendolyn Harper
INFORMATION RESOURCE ASSISTANT*	Don Gibson
FRONT DESK ASSOCIATE*	Jacquelyn Rushing

*Contractor working for USTDA

"Our values and our interests draw us to the same conclusion: the reduction of extreme poverty in our world must be a key objective of American foreign policy... The strategy to defeat extreme poverty begins with trade."

PRESIDENT GEORGE W. BUSH