



**Functional Series [300](#)
Acquisition & Assistance**

INTERIM UPDATE 08-01

SUBJECT: Issuance of revised mandatory reference documents (for ADS 303),
CTO Letters for Assistance

NEW MATERIAL: This notice announces a revision to the mandatory reference documents in ADS 303. The revised letters now require the CTO to initial financial reports, and add references to the regulations and policy regarding required audits of U.S. and non-U.S. organizations.

EFFECTIVE DATE: July 18, 2007

ATTACHMENTS: 1. [Sample CTO Letter of Designation for Grants](#)
2. [Sample CTO Letter of Designation for Cooperative Agreements](#)

POLICY

USAID/General Notice
M/OAA/P
05/30/2008

Subject: Issuance of revised mandatory reference documents (for ADS 303), CTO Letters for Assistance

This notice announces a revision to the mandatory reference documents in ADS 303. The references are Sample CTO Letter of Designation for Grants, and Sample CTO Letter of Designation for Cooperative Agreements.

The revised letters now require the CTO to initial financial reports, and add references to the regulations and policy regarding required audits of U.S. and non-U.S. organizations.

The revised letters are attached.

Point of Contact: Any questions concerning this Notice may be directed to Michael Gushue, M/OAA/P, (202) 712-5831.

Notice 0591

File Name	IU3_0801_060108
Notice Date	05/30/2008
Effective Date	05/01/2008
Editorial Revision Date	
ADS CD No.	
Remarks	For information purposes, this IU will remain on the ADS Web site for three months.

IU3_0801_060108