



USAID | WEST BANK/GAZA

FROM THE AMERICAN PEOPLE

January 31st 2007
Notice No. 2007-WBG-12

To: All USAID/West Bank and Gaza Contractors, Grantees and Recipients

Subject: Reporting Requirements under Mission Awards

Dear Implementing Partners,

The purpose of this notice is to remind you of the reporting requirements specified in Contractor/Grantee Notice No. 2007-WBG-02. Attached for your reference is a copy of this Notice as well as the form which your organization is required to submit in this regard.

You are reminded that the due date for submission of this form is on the 5th of each month. Your report must include information for all sub-awards executed under your program during the prior month. Please submit all documents to the following e-mail address: wbgsubdocs@usaid.gov.

Please address any questions regarding this notice or any aspect of this reporting requirement to Ms. Sigalit Salway at 03-519-8665 or at ssalway@usaid.gov.

Sincerely,

Dale Lewis
Contracting Officer
USAID/West Bank and Gaza

Attachment A: Notice No. 2007-WBG-02
Attachment B: Sub-awards Information