



USAID | WEST BANK/GAZA

FROM THE AMERICAN PEOPLE

August 8th, 2007
Notice No. 2007-WBG-24

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

Subject: Reporting of Sub-award Information

Dear Implementing Partners,

As requested in Mission Notices No. 2007-WBG-02 and 2007-WBG-12, you were asked to submit on a monthly basis, on the 5th of each month, a report identifying all sub-awards executed during the prior month.

In addition, you were requested to attach copies of the following documents:

- The executed copies of the Anti-Terrorism Certifications signed by the sub-grantees as applicable.

Copies of the relevant pages of all sub-awards that contain the special provisions:

- Prohibition Against Support for Terrorism
- Restriction on Facility Names
- Prohibition Against Cash Assistance to the Palestinian Authority

To assist you in capturing the necessary information, please find attached a modified format, which replaces the previous form. We ask that you use this form starting your next submission. The attached form has been divided into two separate sheets:

- Information related to the Direct Sub-Awards (Sub-Grants/Sub-Contracts) to which the prime is a party.
- Information related to Sub-Grants/Sub-Contracts to which the prime is NOT a party.

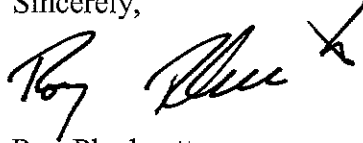
In addition, to assist the Mission in understanding the purpose and to better track these subawards in accordance with Section V.A. (5)(c) and Section V.B. (1) of Mission Order No. 21, we have deleted the column titled "Purpose" and instead inserted two columns as follows:

- Goods or Services acquired for the prime's own use.
- Goods or Services acquired for the program's use.

Please continue to sent this reporting to the following address: wbgsubdocs@usaid.gov

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

Sincerely,

A handwritten signature in black ink, appearing to read "Roy Plucknett", with a stylized flourish at the end.

Roy Plucknett
Director, Office of Contracts Management
USAID/West Bank & Gaza

Attachment: Excel Sheet -- Sub-award Information Sheet