

The image features a large, light gray watermark of the USAID seal in the background. The seal is circular and contains the text "UNITED STATES AGENCY FOR INTERNATIONAL DEVELOPMENT" around the perimeter. In the center of the seal is a shield with a map of the United States, and the word "USAID" is prominently displayed in a dark gray box across the middle of the seal. Three stars are positioned at the bottom of the seal.

**USAID**

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U.S.AGENCY FOR  
INTERNATIONAL  
DEVELOPMENT

November 6, 2000

MEMORANDUM FOR ALL CONTRACTING OFFICERS AND NEGOTIATORS

TO: Distribution List FAC

FROM: M/OP, Mark S. Ward, Director

SUBJECT: Information Requirement for all Grants  
and Cooperative Agreements to Non-Governmental  
Organizations

CONTRACT INFORMATION BULLETIN 00 - 09

OMB has approved the Agency's information collection request under the Paperwork Reduction Act allowing USAID to require recipients to give a country-by-country breakdown of expenditure of program funds under a multi-country program covered by a single grant or cooperative agreement. The approval is in effect from May 2000 to May 2001.

All grants and cooperative agreements covering programs in more than one country shall include the following:

"Recipients shall list each country included in the program and the total amount expended for each country under the award for the reporting period in the "Remarks" block on the "Financial Status Report" SF-269 or SF-269A, or on a separate sheet of paper with the "Request for Advance or Reimbursement" SF-270.

This requirement will be included in ADS Chapter 303, however, in the meantime, please include the requirement, when applicable, in new grants and cooperative agreements and when amendments are made to existing grants and cooperative agreements. The OMB control number for this approval is 0412-0552.

Any questions regarding this CIB may be addressed to Kathleen O'Hara, M/OP, 202 712-4759.