

Mandatory Reference: 200-203  
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Last Revised: 09/22/2000

**MEMORANDUM OF AGREEMENT**  
**BETWEEN THE**  
**UNITED STATES AGENCY FOR INTERNATIONAL DEVELOPMENT**  
**AND THE**  
**[DEPARTMENT OF \_\_\_\_\_]**  
**TO ALLOCATE FUNDS**

**I. AUTHORITY**

Under Section 632(a) of the Foreign Assistance Act of 1961, as amended (the "FAA"), and the Foreign Operations, Export Financing and Related Programs Appropriations Act, 20\_\_ (Public Law \_\_\_-\_\_\_), the United States Agency for International Development (USAID) hereby agrees to allocate to the [Department of \_\_\_\_\_] (the "Recipient Agency") \$\_\_\_\_\_ in funds appropriated for [the Economic Support Fund].

**II. PURPOSE**

The Recipient Agency will use the funds allocated under this Memorandum of Agreement to \_\_\_\_\_  
\_\_\_\_\_. Funds allocated hereunder are available for obligation and expenditure for the purposes for which such funds are authorized, in accordance with authority granted in the FAA or authority governing the activities of the Recipient Agency.

**III. TERMS AND CONDITIONS**

A. Execution of this Agreement does not constitute an obligation of funds for either USAID or the Recipient Agency. The Recipient Agency shall receive the allocation as a Treasury Department Nonexpenditure Transfer Authorization (Standard Form 1151) and ensure that fund allocated under this Agreement are not commingled with funds received by the Recipient Agency from other sources.

B. All funds allocated under this Agreement shall be obligated by [August 31, 20\_\_]. Any funds not obligated by [August 31, 20\_\_], will be [immediately returned to USAID] [available for obligation in the following fiscal year when the USAID Office of Financial Management notifies the Recipient Agency in writing that such funds are available for obligation].

C. The Recipient Agency shall provide a quarterly Report on Budget Execution (Standard Form 133), in accordance with the Office of Management and Budget Circular A-34 and Bulletin 94-02, and a fiscal year-end certification (TSF-2108) to the USAID Office of Financial Management, Central Accounting and Reporting Division, M/FM/CAR, 1300 Pennsylvania Avenue, N.W., Room 7.08, Washington, DC 20523-0208.

D. The Recipient Agency shall provide a monthly summary of obligations by completing only line 8 (obligations incurred) of Standard Form 133. The form should be certified and faxed to the USAID's M/FM/CAR Funds Control/General Ledger Team, Darin Dixon, M/FM/CAR/FCGL, fax number 202-216-3444, telephone number 202-712-5259, as soon as possible, but no later than the tenth working day after the end of the month.

E. The Recipient Agency will administer the funds allocated under this Agreement in accordance with all applicable law.

**UNITED STATES AGENCY FOR  
INTERNATIONAL DEVELOPMENT**

**[DEPARTMENT OF \_\_\_\_\_]**

\_\_\_\_\_  
[Name]  
[Deputy] Assistant Administrator  
Bureau for [ ]

\_\_\_\_\_  
[Name]  
[Title]  
[Office]

DATE: \_\_\_\_\_

DATE: \_\_\_\_\_

**Fund/Fund Account/Allotment Symbol:**  
**Appropriation Symbol:**  
**Amount:**