

404-40-45

AMENDMENT NO. 2
61-2950
To the Subagreement
Between
Michigan State University
And
Iowa State University

The Subagreement No. 61-2950 between Michigan State University (MSU) and The Iowa State University (LEAD INSTITUTION) for the Dry Grain Pulses CRSP project titled, "Enhancing Nutritional Value and Marketability of Beans through Research and Strengthening Key Value Chain Stakeholders in Uganda and Rwanda," under Prime Award No. EDH-A-00-07-00005 is amended in part as follows:

Article IV. Amount of Subagreement. Delete the calculation table in Amendment No 1 and replace it with the table below:

The total estimated amount of the Subagreement shall not exceed Four Hundred Ninety Seven Thousand One Hundred Eighty Two US Dollars (US\$ 497,182.00). Said amount consist of:

30 months approved budget	4/1/08- 9/30/10	\$450,000.00
Host Country Institutional Capacity Building Supplemental Funds for:		
Iowa State University on behalf of Makerere Univ.		\$ 10,450.00
Kigali Inst. of Science & Technology (Rwanda)		\$11,863.50
Makerere University (Uganda)		\$24,868.50
Total		\$497,182.00

} \$47,182
\$36732 subs
\$10450 see →
↓ attached

All other terms and conditions of this Subagreement will remain unchanged.

For Michigan State University

Katherine Cook
Signature Katherine R. Cook
Sr. Contract & Grant Administration
Michigan State University
Contract & Grant Administration
Typed Name and Title:
Authorized Contract Officer for Iowa State University

Tammy Polaski
Signature Tammy Polaski
Associate Director
Office of Sponsored Programs Administration
Iowa State University
Typed Name and Title

Amend # 2
Corrects distribution
of Funds awarded
in Amend # 1
see attached
rebudget for
ISU piece →

Amend # 1
Complete
Amend # 2
5/19
signature
\$10

**AMENDMENT NO. 1
61-2950
To the Subagreement
Between
Michigan State University
And
Iowa State University**

Copy fully signed previously sent to SPA

The Subagreement No 61-2950 between Michigan State University (MSU) and The Iowa State University (LEAD INSTITUTION) for the Dry Grain Pulses CRSP project titled, "Enhancing Nutritional Value and Marketability of Beans through Research and Strengthening Key Value Chain Stakeholders in Uganda and Rwanda," under Prime Award No. EDH-A-00-07-00005 is amended in part as follows:

Article IV. Amount of Subagreement. Delete the first paragraph of the article and substitute in lieu thereof the following

The total estimated amount of the Subagreement shall not exceed Four Hundred Ninety Seven Thousand One Hundred Eighty Two US Dollars (US\$ 497,182.00). Said amount consist of:

30 months approved budget	4/1/08- 9/30/10	\$450,000.00
Host Country Institutional Capacity Building Supplemental Funds for:		
	Kigali Inst. of Science & Technology (Rwanda)	\$ 28,182.00
	Makerere University (Uganda)	\$ 19,000.00
Total		\$497,182.00

MSU has obligated the amount of Three Hundred Nineteen Thousand Five Hundred Thirty US Dollars (US\$319,530.00), as partial funding of the total estimated amount set forth above. Via this amendment MSU obligates an additional Forty Seven Thousand One Hundred Eighty Two US Dollars (\$47,182.00) to be exclusively expended for the purpose of enhancing the capacity of collaborating Host Country institutions. This funding is being provided in response to a proposal that was received (7/25/08) and subsequently approved by the Management Office of the Dry Grain Pulses CRSP following review by the Technical Management Advisory Committee (TMAC).

These funds are to be expended in accord with the budget and conditions specified in the attached Memorandum/s from the Management Office dated 9/11/2008.

LEAD INSTITUTION may not exceed the total estimated amount or the obligated amount of this Subagreement, whichever is less.

All other terms and conditions of this Subagreement will remain unchanged.

For Michigan State University

Signature *Evonne Pedawl* Date *10/16/08*

Evonne Pedawl
Senior Contract and Grant Administrator
Contract and Grant Administration

Typed Name and Title:

Authorized Contract officer for Iowa State University

Signature _____ Date _____

Typed Name and Title

Rebudget Request Form

PI Name: Robert Mazur

ISU Account #: 404-40-45

PI Email Address: rmazur@iastate.edu

Sponsor Award/Grant #: 61-2950

PI Phone Number: 4-9286

Budget categories changed by Rebudget (list dollar amount for each category affected by rebudget)

INCREASE		DECREASE	
Category	Amount	Category	Amount
Salary/Hourly		Salary/Hourly	
Payroll Benefit		Payroll Benefit	
Equipment		Equipment	
Travel-Domestic		Travel-Domestic	
Travel-Foreign		Travel-Foreign	
Student Tuition		Student Tuition	
Supplies/Materials	\$8,294	Supplies/Materials	
Subcontracts		Subcontracts	\$10,450
Other Direct Costs		Other Direct Costs	
Indirect Costs	\$2,156	Indirect Costs	
Total	\$10,450	Total	\$10,450

THE TOTAL AMOUNT INCREASED MUST EQUAL THE TOTAL AMOUNT DECREASED**Justification for Rebudgeting*** (why is rebudgeting requested?)

- If rebudget involves request for equipment, list each equipment item in detail and justify the need for this equipment as it pertains to this project.
- If rebudget involves request for a subcontract, provide justification and complete Subcontract Request Form: <http://www.ospa.iastate.edu/AwardProcess/docs/SubcontractRequest.doc>.

Some funds original intended for Makerere University to purchase supplies were, in fact, purchased at Iowa State University and taken to Uganda. This rebudget reflects funds spend at ISU that were originally included in the subcontract with Makerere University.

Scope of Work: (please explain whether or not the rebudget of funds changes the original scope of work and detail the changes) No change in scope of work.

Other relevant information: Rebudget approved by Michigan State University

PLEASE NOTE:

- Sponsor guidelines will need to be reviewed by OSPA to determine type of action needed. You will be contacted if additional information is needed.
- Please use one of the following methods to submit your completed request:
 1. Email as an attachment to ospa-awards@iastate.edu or ospa-industry@iastate.edu
 2. Fax to 294-8000, or
 3. Print and mail or bring to 1138 Pearson Hall

Please contact ospa-awards@iastate.edu or ospa-industry@iastate.edu
4-5225, if you have any questions.

per msu
Amend #2
Approval of
Rebudget.
Tammy
Potash
5/18/08

Polaski, Tamara R [S P]

From: Bjelland, Denise M [G A P]
Sent: Thursday, April 02, 2009 11:37 AM
To: Polaski, Tamara R [S P]
Subject: Rebudget form for CRSP
Attachments: Rebudget-Request-CRSP-Amendment1-404-40-45.doc

Tammy,
Attached is the rebudget form for CRSP. Please let me know if you have questions, or if I've done it incorrectly.

Thanks for your patience on this.

Denise Bjelland
Associate Director
Global Agriculture Programs
Iowa State University
104 Curtiss Hall
Ames, IA 50011-1050
Phone: 515-294-2883
Fax: 515-294-9477
e-mail: bjelland@iastate.edu

Polaski, Tamara R [S P]

From: Polaski, Tamara R [S P]
Sent: Thursday, April 23, 2009 3:48 PM
To: Mazur, Robert E [SOC S]; Bentley, Neena J [CONTR]
Subject: RE: Makerere University amendment #1, 404-40-45D

Bob - I have the rebudget from Denise and have been holding to see what happens with the KIST sub amendment. I still have that one pending. The last e-mail I was included on was that a correction was needed. Has that been resolved? Does the KIST amendment remain at \$28,192?

Please advise
thanks
Tammy

From: Mazur, Robert E [SOC S]
Sent: Thursday, April 23, 2009 1:44 PM
To: Bentley, Neena J [CONTR]
Cc: Polaski, Tamara R [S P]
Subject: RE: Makerere University amendment #1, 404-40-45D

Neena and Tammy,

Was the re-budget request ever submitted in the form that you need? If not, please send me a template and I'll take care of it quickly.

Thanks.

Bob

From: Bentley, Neena J [CONTR]
Sent: Thursday, March 26, 2009 1:22 PM
To: Polaski, Tamara R [S P]; Bjelland, Denise M [G A P]
Cc: Mazur, Robert E [SOC S]
Subject: RE: Makerere University amendment #1, 404-40-45D

Tammy/Denise/Dr. Mazur,

On Feb 12, I was told to go ahead with the payment of \$8550 knowing that the amendment #1 was forthcoming. Funds were already transferred on 2/19/09. Denise and Dr. Mazur, you should be able to pull up a copy in WebFM.

I'm still awaiting the rebudget so I can process the amendment correctly.

Also, Dr. Mazur, the original subcontracts have a Third Deliverable 'Report on the Achievement of "Semi-Annual Indicators of Progress" which is due March 31, 2009. I will look for those reports with your stamp of approval before I can process the next increment of funding to each institution.

Thanks,
Neena

From: Polaski, Tamara R [S P]

4/23/2009

Sent: Tuesday, March 24, 2009 4:48 PM
To: Bjelland, Denise M [G A P]
Cc: Bentley, Neena J [CONTR]
Subject: RE: Makerere University amendment #1, 404-40-45D

Denise

Did you ever send our office the rebudget request for this? - see attached e-mail. You responded on 2/23 and indicated you would handle when you returned to the office. I don't believe we have received the rebudget

I have note that I sent the Makerere amend #1 to SPA back on February 12, but I see I sent the rebudget reminder e-mail on 2/12 as well and probably held up sending the amendment on to SPA waiting on the rebudget to go with it, not anticipating that it would take this long. I don't see that the Makerere PO has been increased for this amendment. I only received an electronic, signed copy so Neena go ahead and used the attached amendment and initiate payment as indicated.

Denise - please get us the rebudget request ASAP.

I don't believe I have ever received the fully signed Kist amend #1. Denise - please check your files to see if you received directly. I will send a follow-up on that as well.

thanks
Tammy

From: Bjelland, Denise M [G A P]
Sent: Tuesday, March 24, 2009 12:02 PM
To: Polaski, Tamara R [S P]; Bentley, Neena J [CONTR]
Subject: FW: Makerere University amendment #1, 404-40-45D

Hi Tammy and Neena,
I'm in Arizona this week but checking e-mail. Please see Bob Mazur's note below re: whether or not any funds have been wired to Makerere University on the Bob's CRSP project (404-40-45?). If not, is there anything Bob needs to do to move this forward?

Thanks. Hope you both had some time to relax during spring break (or catch up...).

Denise

Denise Bjelland
Associate Director
Global Agriculture Programs
Iowa State University
Ames, IA 50011-1050
Phone: 515-294-2883
Fax: 515-294-9477

From: Mazur, Robert E [SOC S]
Sent: Mon 3/23/2009 10:01 PM

4/23/2009

To: Bjelland, Denise M [G A P]

Subject: Makerere University amendment #1, 404-40-45D

Hello Denise,

We had a multi-partner CRSP meeting today, and Dorothy Nakimbugwe (who is participating actively in our Regional Learning Forum and Strategic Planning sessions this week and traveling with me to Rwanda on Sunday) has received no confirmation that these funds were ever transferred to Makerere. Could you please check at ISU if there remains something holding this up?

Thanks.

Bob

Polaski, Tamara R [S P]

From: Polaski, Tamara R [S P]
Sent: Tuesday, January 20, 2009 9:37 AM
To: Bjelland, Denise M [G A P]
Subject: RE: USAID-CRSP
Attachments: RV: MSU 61-2950 amendment #1, ISU Account 404-40-45, GS#97093; SubcontractRequest.doc

Denise -

This is the last e-mail I received from Bob (see attached). I didn't really receive the answers I had hoped for and just decided to wait until his return.

I still need the subcontract request forms, revised SOW, budget & budget justification for Makerere. Bob didn't address my question on any revised reporting requirements. Maybe there is no change, but would like him to confirm that.

I will also need an official rebudget request form:

<http://ospa.iastate.edu/AwardProcess/docs/RebudgetRequest.doc>

Describe in justification what happened and why ISU purchased these items for subcontractor. Please attach the Makerere e-mail authorizing ISU to purchase these item.

Thanks for you help.
 Tammy

From: Bjelland, Denise M [G A P]
Sent: Monday, January 19, 2009 1:50 PM
To: Polaski, Tamara R [S P]
Subject: USAID-CRSP

Hi Tammy,

I just want to touch base re: the USAID-CRSP subs with Kigali and Makerere. Are you still waiting for pieces, or has Bob contacted you? I'm on extended travel starting Jan 30, so want to facilitate any loose ends re: Uganda before I leave.

Also, once subs are signed, do you take care of wiring the funds, or do I need to do something?

Thanks.
 Denise

Denise Bjelland
 Associate Director
 Global Agriculture Programs
 Iowa State University
 104 Curtiss Hall
 Ames, IA 50011-1050
 Phone: 515-294-2883
 Fax: 515-294-9477
 e-mail: bjelland@iastate.edu

1/21/2009

Polaski, Tamara R [S P]

From: Polaski, Tamara R [S P]
Sent: Friday, January 09, 2009 2:31 PM
To: Bjelland, Denise M [G A P]; Mazur, Robert E [SOC S]
Subject: FW: MSU 61-2950 amendment #1, ISU Account 404-40-45, GS#97093

Message from MSU below. Good news - we do not need their official approval of the changes to the modification. Ben answered by question to you regarding payment for these supplemental funds - we can send full payment for supplement after we have received the fully executed amendment.

Please note Ben's comment below regarding equipment purchases. MSU needs to approve any equipment purchase greater than \$5000. There is a specific form provided in the original sub for this type of request. They would need to send the request via ISU. We would forward to MSU.

Tammy

From: Hassankhani, Ben [mailto:hassankh@anr.msu.edu]
Sent: Wednesday, January 07, 2009 2:25 PM
To: Polaski, Tamara R [S P]
Subject: RE: MSU 61-2950 amendment #1, ISU Account 404-40-45, GS#97093

Dear Tammy,

You just need to amend the fixed price contracts between ISU and KIST and Makerere to include these additional funding to each university. In the language of amendment please indicate the reason for additional funds and perhaps you can use the language in the amendment between MSU and ISU to prepare those amendments. Please also make sure to request equipment authorization form from the host countries if the value of each piece of equipment is greater than \$5000.00.

Just a reminder that the total amount of capacity building funds can be wire transferred to each host country once they have signed the amendment. Hope my explanation helps.

Best wishes
 Ben

From: Polaski, Tamara R [S P] [mailto:tra@iastate.edu]
Sent: Wednesday, January 07, 2009 3:00 PM
To: Hassankhani, Ben
Subject: FW: MSU 61-2950 amendment #1, ISU Account 404-40-45, GS#97093

Ben -

It has come to my attention that we will need to make some changes on Makerere additional funding addressed in the attached amendment. The KIST portion will remain the same. Here is the detail I have received from Dr. Mazur's office regarding the Makerere University portion. Do we need your approval to make these changes? I can get more detail on this request as need. Please advise.

Sincerely,
 Tammy Polaski

1/9/2009

Polaski, Tamara R [S P]

From: Hassankhani, Ben [hassankh@anr.msu.edu]
Sent: Wednesday, January 07, 2009 2:25 PM
To: Polaski, Tamara R [S P]
Subject: RE: MSU 61-2950 amendment #1, ISU Account 404-40-45, GS#97093

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To: Hassankhani, Ben
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I can get more detail on this request as need. Please advise.

Sincerely,
 Tammy Polaski

From Dr. Mazur's office:

Here is the short story:

100% of the additional funds for Kigali Institute of Science and Technology in Rwanda should go to them (\$28,182)

For Makerere University in Uganda, \$12,345 of the additional funds should go to them, and \$6,655 should go to ISU. The items purchased at ISU that were originally in the Makerere Subcontract include: \$2,750 for a computer, \$3,300 for a food grinder, and 10% admin fee on those two items.

As I understand it, the quality, availability, and price were better when purchased in the U.S. rather than Uganda.

Bob Mazur makes frequent trips to Uganda and takes the items with him to the subcontractors. The items are definitely for use by our subcontractors in Uganda and Rwanda, not for us in the U.S.

So, the additional funds would be disbursed as follows:

Kigali Institute (Rwanda):	\$28,182
Makerere Univ (Uganda):	\$12,345
ISU	\$ 6,655

1/7/2009

Polaski, Tamara R [S P]

From: Polaski, Tamara R [S P]
Sent: Wednesday, January 07, 2009 2:00 PM
To: 'Hassankhani, Ben'
Subject: FW: MSU 61-2950 amendment #1, ISU Account 404-40-45, GS#97093
Attachments: MSU 61-2950 amend 1_001.pdf

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So, the additional funds would be disbursed as follows:

Kigali Institute (Rwanda):	\$28,182
Makerere Univ (Uganda):	\$12,345
ISU	\$ 6,655

Total: \$47,182

The Makerere Univ. sent an e-mail authorizing ISU to make the above-referenced purchases, in case we need it for documentation.

From: Polaski, Tamara R [S P]
Sent: Wednesday, November 19, 2008 9:35 AM
To: 'Hassankhani, Ben'; 'Ben Hassankhani'
Cc: 'Bentley, Neena J [CONTR]'; Mazur, Robert E [SOC S]; Bjelland, Denise M [G A P]; Six, Josanne M [AEX S]
Subject: MSU 61-2950 amendment #1, ISU Account 404-40-45, GS#97093

Ben -

Attached please find a fully executed copy of the referenced document signed by Iowa State University. We have retained a copy for our files.

1/7/2009

Polaski, Tamara R [S P]

From: Polaski, Tamara R [S P]
Sent: Wednesday, January 07, 2009 1:14 PM
To: Bjelland, Denise M [G A P]
Subject: RE: Gold Sheet Needed? Pulses CRSP supplemental funds RFP and applications for Makerere and KIST

On the computer, was there any software on it that would have had a license on it that would have prohibited it from being taking out of the US?

From: Bjelland, Denise M [G A P]
Sent: Wednesday, January 07, 2009 12:19 PM
To: Polaski, Tamara R [S P]
Subject: RE: Gold Sheet Needed? Pulses CRSP supplemental funds RFP and applications for Makerere and KIST

Tammy,
As I understand it, the quality, availability, and price were better when purchased in the U.S. rather than Uganda. Bob Mazur makes frequent trips to Uganda and takes the items with him to the subcontractors. The items are definitely for use by our subcontractors in Uganda and Rwanda, not for us in the U.S.

Hope this helps.

Denise Bjelland
Associate Director
Global Agriculture Programs
Iowa State University
104 Curtiss Hall
Ames, IA 50011-1050
Phone: 515-294-2883
Fax: 515-294-9477
e-mail: bjelland@iastate.edu

From: Polaski, Tamara R [S P]
Sent: Wednesday, January 07, 2009 11:48 AM
To: Polaski, Tamara R [S P]; Bjelland, Denise M [G A P]
Subject: RE: Gold Sheet Needed? Pulses CRSP supplemental funds RFP and applications for Makerere and KIST

Denise -

Before I send my message to MSU can you tell me why ISU purchased these items? and did we send the items to Makerere?

Depending on explanation and if we sent them to Makerere, Joanne felt we would just stay with the 10%.

thanks
Tammy

From: Polaski, Tamara R [S P]

1/7/2009