

Getting funding to local organizations can be a complicated exercise, yet it is often a central part of development programs. Transfer and accountability systems must be developed, foreign currency must be converted to local, and, in some cases, trustworthy employees must disperse large amounts of cash. TMG brings over 20 years of substantive experience in grants and financial management to development programs. Specifically, we have a full understanding, knowledge, and experience of USAID regulations and procedures for implementing a grants program. We have always implemented a reengineered grants award process that incorporates labor-saving elements, while ensuring full compliance with USG and international rules.

Since 1986, The Mitchell Group has been committed to excellence and developing timely, low-cost, sustainable solutions to client needs. To date, TMG has implemented more than 75 contracts for diverse clients across the globe in areas such as education, health, private sector development, financial management, administrative support services, and information technology. Our staff's diverse range of experience and skills and their multi-lingual capabilities make our management approaches culturally relevant and realistic. We take pride in our reputation for efficiently managing development resources, and have made that our motto.

GSA MOBIS Schedule: This schedule provides access to TMG technical assistance in a wide range of management and consulting areas. Various USG agencies can access this schedule and TMG services through limited or full and open competition. For more information, contact Jenkins Cooper, Director of Operations, jenkinsc@the-mitchellgroup.com or 202-745-1919, ext. 27.

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Financial and Grants Management



Project Experience

USAID/Rwanda Raising Rural Incomes and Improving Livelihoods Project

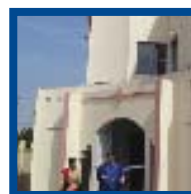
Under a \$1.5 million small grants program targeted at small-scale farmers, TMG and the Rwanda Women's Network carried out an innovative program providing direct, community-based start-up support for sustainable, agricultural businesses. During the program, we established an efficient grants management system, selected 11 sub-grantees and awarded a total of \$1.1 million in subgrants, and built capacity for grants management with the local organizations we worked with. In the process, thousands of farmers in rural Rwanda learned new skills, making them able to better support their families.

National Institutes of Health, National Institute of Allergy and Infectious Diseases

Under a \$18 million contract with the NIH, TMG provides international administrative and technical assistance services and support to the NIAID grants and contracts awardees to operate, manage, and support a service center in Bamako, Mali. We assess the administrative structures, policies, and procedures in place at multiple contractor and grantee sites, paying particular attention to the methods used to receive, disburse, bill, and account for funds received from the USG.

American Schools and Hospitals Abroad (ASHA) Program

We helped USAID's American Schools and Hospitals Abroad (ASHA) program review, evaluate, and maintain audits of grants made to sponsors of overseas institutions. We specifically focused on strengthening institutions' capacity to prepare better grant applications and improving the accountability of grantees and local partners. We also developed and maintained systems for both programmatic and financial accountability, thus increasing grantees successfully implement their grants. TMG provided technical assistance and training to ASHA staff and its grantees in grant design requirements, application review procedures, and approval criteria. We developed and maintained tracking systems for application evaluation recommendations, financial reviews, A-133 audits, and close-out procedures.



USAID/Haiti Incentives to Improve Basic Education (IIBE)

Under this \$2 million contract, TMG provided long- and short-term technical assistance and training to the Government of Haiti and the Haitian Foundation for Private Education (FONHEP), an umbrella organization of private and parochial education institutions. Our financial management advisors fully implemented an enhanced financial accounting and reporting system to produce timely and accurate data for managerial planning and decision-making in the larger \$25.2 million program to improve FONHEP's administrative efficiency and equity of access in primary schools.

Department of Commerce America Business Centers

When the Department of Commerce and USAID jointly set up a network of American Business Centers (ABCs) in Russia and other countries in the former Soviet Union to provide basic business facilitation services to the U.S. firms exploring business opportunities. TMG maintained accounting, budget, voucher, and expense tracking systems on all ABC program-related expenditures and prepared the required quarterly and annual financial reports and recommended modifications to business plans and budgets of ABCs.