



February 21, 2019

Mr. Ben Muskovitz  
Director, Food Assistance Division  
OCBD/FAS/USDA  
1400 Independence Avenue, SW  
Stop 1034  
Washington, DC 20250

**Subject: Request for Amendment#1 to Agreement # LRP-685-2018/015-00**

Dear Mr. Muskovitz,

Counterpart International hereby requests an amendment# 1 to its Local and Regional Food Aid Procurement Program Agreement ( # LRP-685-2018/015-00). The requested changes are due in part to the revisions requested by the USDA FAS MES team to finalize performance indicators and recent guidance from USDA to establish Virginia Tech as a subrecipient instead of partner. The details of the revised amendment request are outlined below:

**1. Request to amend Attachment A- Plan of Operation**

Per USDA guidance, Counterpart request that in Attachment A: Plan of Operation, Virginia Tech University be listed as a subrecipient. Virginia Tech is leading the mung bean trainings and will receive money to execute these trainings. Activity descriptions in the Plan of Operation are clarified. With this update, Counterpart will have two sub-recipients listed—NCBA CLUSA and Virginia Tech University.

**2. Revise Budget Narrative**

Per USDA guidance, Counterpart request that in the Attachment C-2: Budget Narrative under Sub-Activity 2.5: Capacity Building of Schools and Families in MDG School Communities to Contribute to School Feeding, Virginia Tech University activity be listed as “professional services” instead of “other.” There are no changes to Attachment C-1: Budget Summary.

**3. Revise the performance indicators: Attachment D- Performance Indicators**

In consultation with USDA, for the revised Attachment D- Indicator List, Counterpart

- Revised the LOP targets for LRP #1 and #13;
- Added indicator aggregates for LRP #1 and #13;
- Added required indicators #3 and #4; and
- Added indicator LRP #14 to the result table.

Counterpart International confirms that no additional funds are requested as a result of this amendment request.

Should you have any questions, please do not hesitate to contact me at [mchilangwa@counterpart.org](mailto:mchilangwa@counterpart.org) or (571) 447-5721. Thank you for your consideration.

Sincerely,

Mutale Chilangwa  
Program Director, Africa