



USAID | NICARAGUA

FROM THE AMERICAN PEOPLE

Mr. Manuel A. Rosales
President & CEO
Caribbean Central American Action (CCAA)
1818 N Street, NW
Suite 310
Washington, DC 20036

JUN 13 2007

REFERENCE: **Award No. 524-A-00-06-00010-00**

SUBJECT: **Close-out of USAID Award No. 524-A-00-06-00010-00
Caribbean Central American Action (CCAA)**

Dear Mr. Rosales:

Pursuant to the mutual termination in accordance with CFR 226.61(a)(2) of subject Cooperative Agreement between USAID/Nicaragua and CCAA, and to facilitate the formal close-out of this instrument you are hereby requested to take the actions listed below:

1. Cease all activities as of June 30, 2007.
2. Submit a settlement proposal for the close-out costs as of June 30, 2007.
3. Close-out administrative matters in July.
4. Submit your final voucher (SF 269) to the USAID paying office.
5. Submit a final inventory of all residual non-expendable property titled in the U.S. Government, the Cooperating Country, or in your organization, which was furnished or acquired under this instrument.
6. Submit a final patent report or state that one is required per the terms of the grant.
7. Submit a final copyright report or state that none is required per the terms of the grant.
8. Submit a final royalty report or state that none is required per the terms of the grant.
9. Confirm that all reporting requirements indicated under the Reporting & Evaluation section of the grant have been met or advise those not accomplished.
10. For awards having a total estimated cost in excess of \$500,000, a final audit of costs incurred should be conducted. A copy of the final voucher, paying offices report of obligations and expenditures, residual U.S. government property inventory and royalty reports if any, must be submitted to the cognizant auditor with the request for the final audit. A copy of the request for a final audit must be provided to the paying office.
11. Confirm Settlement of all subagreements, if any, including rental costs, utilities, etc.
12. Confirm that there are no further claims from your organization.

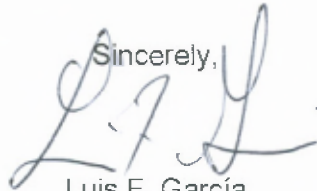
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American Embassy, Managua USAID
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Please submit above requested information to the Office of Acquisition & Assistance (OAA). If you anticipate a delay in submission, please advise of the reason for the delay, and the revised submission date. If you have any question pertaining to this matter, you may contact Ms. Mappy R. Cortez at the (505)267-0502 ext. 106.

Sincerely,

A handwritten signature in blue ink, appearing to read 'L.F. Garcia', with a stylized flourish at the end.

Luis F. García
Regional Agreement Officer

Cc: Steven Fondriest, CTO