



University of Missouri Assistance Program (UMAP) Ghana

CAPABILITY STATEMENT

1.0 About UMAP

Founded in 2003, the University of Missouri Assistance Program (UMAP) was first registered in Kenya as an International Non-Governmental Organization (INGO) under the country's NGOs Co-ordination Act. UMAP expanded its services in Africa on June 17, 2013 with registration in Ghana as an international NGO under the Ghana Companies Code 1963 as a Company limited by Guarantee.

UMAP was originally established to provide administrative and logistical management support to technical advisors working on the implementation of USAID activities under the Southern Sudan Agriculture Revitalization Project. However, the UMAP portfolio has since expanded to include operation as an international development logistics management and consulting company.

UMAP provides access to a wide range of logistical support and development consulting expertise in Africa through a combination of an extensive database of technical assistance expertise and an established network of travel and hospitality systems. As a result, UMAP can provide technical and administrative assistance within a specified budget to development partners, governments, businesses, civil society groups and communities to efficiently assist in the timely achievement of organizational objectives. UMAP also has the capacity to manage the implementation of development assistance projects throughout the African continent.

2.0 Core Competencies

UMAP assists clients to achieve their stated objectives by offering the following capabilities:

- i. Legal Status – UMAP is legally registered as an INGO in Ghana with the capability to work anywhere on the African continent.
- ii. Financial and Administrative Systems – UMAP has extensive expertise and knowledge of the policy, procedures and requirements necessary for working with USAID and USDA to ensure provision of sound financial and administrative systems to clients. UMAP is highly efficient in procuring goods and services that strictly abide by these established donor procurement procedures. UMAP is a good steward of donor funding with over 5 years of experience managing accounts in both the United States Dollar and the currency of the country of project execution. The accounts are well maintained with a consistent cash-flow to support activities and produce the necessary financial reports. UMAP conducts personal audits on an annual basis.
- iii. Management of Short- and Long Term Consultants/Employees – UMAP has substantial management experience and capabilities in sourcing and hiring competent administrative and technical staff as well as short/long term consultants. Key services include: drawing employment, consultancy and/or service contracts; maintaining payroll; and ensuring compliance of all government statutory requirements on withholding taxes.
- iv. Meeting and Conference Planning – As a result of our vast network, UMAP is able to facilitate and organize international/national conferences, e.g. booking venues, flights, transport, accommodation, payments of per-diems, etc. and manage other logistical requirements for international and local clients.
- v. Logistics Management – UMAP has established exceptional relationships with hotels, tour companies, travel agents and courier firms to meet any logistical need. As a result, UMAP is able to open service and credit accounts to ensure continuous operation. We are therefore able to handle all travel needs: air-travel, ground and processing of travel documents efficiently.

3.0 Past Performance

UMAP is a USAID/USDA implementing partner and has provided assistance to a host of USDA projects. Most notably, UMAP provided technical advisors and administrative support to USAID in the implementation of the USAID funded Southern Sudan Agriculture Revitalization Project (SSARP). Under the SSARP, our primary

management roles included hiring competent technical staff; maintaining a sound financial and reliable system to support all projects; and providing logistical support to our consultants and partners.

i. Activities Implemented through UMAP since 2003 include:

- a. Agriculture and Natural Resources Management
- b. Customary Land Security Pilot project: Southern Kordofan and Blue Nile State
- c. Support to Aerial Wildlife Survey
- d. Support to key GoSS Ministries: Agriculture and Forestry; Animal Resources and Fisheries; Industry of Mining and Ministry of Cooperatives and Rural Development
- e. Developmental of Mapping Capacity for the GoSS
- f. Economic Food Security
- g. Transitional Training
- h. Support to Physical Infrastructure: Roads and Dykes Rehabilitation
- i. Support to Land Commission: South Sudan, Southern Kordofan and Blue Nile State
- j. Support for the Southern Sudan Commission for Census, Statistics Evaluation

ii. Logistics Management and Support

- a. Aug 2009 African Growth and Opportunity Act (AGOA) Forum – Nairobi, Kenya
- b. Aug 2009 CAADP Donors and Partners Meeting - Addis Ababa, Ethiopia
- c. Sept 2009 Strengthening the Seed Industry Workshop – Nairobi, Kenya
- d. Oct 2009 AWAN Workshop - Accra, Ghana
- e. Dec 2009 Peace Corps Conference - Dakar, Senegal
- f. Mar 2010 Alliance for the Seed Industry in East and Southern Africa
- g. Jun 2010 East Africa Phytosanitary Information Committee (EAPIC) Meeting
Nairobi, Kenya
- h. Sept 2011 Africa Lead: Feed the Future M&E Workshop – Nairobi, Kenya
- i. Apr 2012 Eastern and Southern Africa Dairy Association (ESADA) Conference
Nairobi, Kenya
- j. Fall 2012 Templeton/Kenya Agricultural Research Institute Cassava Project
- k. Jun 2013 Kenya Governor’s Ag Sector Forum/USAID Feed the Future Launch
- l. Fall 2013 Africa Global Climate Change Conference – Arusha, Tanzania

iii. Specifically UMAP Ghana has provided the following Logistics and Management Support for the following USDA/USAID workshops and conferences

- ❖ Dec 2013 North Africa Pesticide Risk Management Workshop – Algiers, Algeria
- ❖ Feb 2013 SSA and Middle East Pesticide Risk Management Workshop – Accra, Ghana
- ❖ Apr 2014 N. Africa Pest Risk Assessment & Risk Reduction Workshop –
Amman, Jordan
- ❖ Apr 2014 Nigeria HACCP training Workshop – Lagos & Abuja, Nigeria
- ❖ Aug 2014 Logistics Support for USDA visiting consultant to Ghana
- ❖ Sept 2014 Logistics support for Seed program of IITA in Mozambique
- ❖ Oct 2014 Food Safety Workshop in Abuja, Nigeria
- ❖ Aug 2014 Logistics Support for USDA visiting consultants to Ghana

- ❖ Sept 2014 Logistics Support for Seed program of IITA in Mozambique
- ❖ Mar 2015 Nigeria NFSMC Capacity Building Workshop – Abuja Nigeria
- ❖ Mar 2015 Good Manufacturing Practice Training/Workshop – Brufut, The Gambia
- ❖ Mar 2015 HACCP Training/Workshop – Brufut, The Gambia
- ❖ Apr 2015 MRA 2 of SII project support – Tamale, Ghana
- ❖ Apr 2015 USAID DPO’s Conference – Accra, Ghana
- ❖ May 2015 Regional Pest Assessment Workshop for Beans & Maize - Nairobi, Kenya
- ❖ Sept 2015 Logistic Support for Seed program of IITA in Mozambique
- ❖ Oct 2015 Regional Pest Assessment Validation Workshop for Beans & Maize – Dodoma, Tanzania
- ❖ Oct 2015 Regional Pest Assessment Validation Workshop for Beans & Maize – Bujumbura Burundi
- ❖ Oct 2015 Regional Pest Assessment Validation Workshop for Beans & Maize – Kampala, Uganda

The services provided included accommodation facilities for 20 persons to 150 persons, travel arrangements including ticketing, arrival and departure pickups and drop-offs to and from airports, meals and snacks (Tea/Coffee breaks and buffet lunches), Conference venues/equipment such LCD Projectors/Laptops, PA systems, Translation booth/equipment and payment of per diems. All conferences/meetings were organised using U. S. Department of State approved rates. The services of UMAP-Ghana have been used to cover Consultancy costs for USAID/USDA activities on the African continent.

iv. Development Program/Project design and implementation (2011-2016)

UMAP collaborated with the Ministry of Agriculture to design a CDN \$15M program to reorient agriculture education in Ghana titled Technical Education Development for Modernised Agriculture in Ghana (TEDMAG). UMAP will provide management expertise in implementing the program being executed by a consortium of universities (University of Saskatchewan and University of Missouri) from 2017-2021

Additionally, UMAP-Ghana provides clients with dedicated staff who assists in the planning and executions of clients’ activities.

4.0 UMAP Advantage

UMAP’s ability to link technical assistance services with logistical support systems has demonstrated our distinctiveness and impact in service provision. UMAP can call on our extensive database of African and international experts to provide development consulting services including technical assistance, research, data collection and survey analysis, while also providing the relevant logistical and administration support.

5.0 Contact UMAP

For further information or to discuss specific needs, please contact:

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