

**Sample 632(a) Memorandum of Agreement to Transfer Funds
to USAID From Another Agency**

MEMORANDUM OF AGREEMENT

BETWEEN THE

[DEPARTMENT OF _____]

AND THE

UNITED STATES AGENCY FOR INTERNATIONAL DEVELOPMENT

TO TRANSFER FUNDS

I. AUTHORITY

Under Sections [481 to 490] and 632(a) of the Foreign Assistance Act of 1961, as amended (the "FAA"), and the Foreign Operations, Export Financing and Related Programs Appropriations Act, 20__ (Public Law ___-___), the [Department of _____] agrees to transfer to the United States Agency for International Development ("USAID") \$ _____ in funds appropriated to the Department of State by [P.L. ___-___] for [International Narcotics Control ("INC")], subject to the availability of funds, to [carry out the activities of the [_____] Program in [country or region]].

II. PURPOSE

Funds transferred under this Memorandum of Agreement are available for obligation and expenditure for the purposes for which such funds are appropriated, in accordance with authority granted in the FAA or other authority governing the activities of USAID.

III. TERMS AND CONDITIONS

A. The [Department of _____] will transfer the funds from its account to USAID's account by means of a Nonexpenditure Transfer Authorization (Standard Form 1151).

B. USAID will obligate the transferred funds in coordination with the [Department of _____].

C. USAID will keep full and accurate records with respect to the obligation and disbursement of the transferred funds under standard USAID procedures. USAID will perform such audits of the books and records related to the obligation and disbursement of funds as may be required by generally accepted U.S. Government auditing standards. The Office of the Inspector General for USAID will perform periodic program and financial audits of the use of the funds, and funds transferred under this Memorandum may be used for the cost of such audits.

D. USAID will provide the [Department of _____] with any information and documentation that the [Department of _____] may reasonably request from time to time regarding disbursement of the transferred funds.

[DEPARTMENT OF _____]

**UNITED STATES AGENCY FOR
INTERNATIONAL DEVELOPMENT**

[Name]
[Title]
[Office]

[Name]
[Deputy] Assistant Administrator
Bureau for []

Date _____

Date _____

ACCOUNT NUMBERS:

[THE DEPARTMENT OF _____]:

USAID: