USAID | DEMOCRATIC REPUBLIC OF THE CONGO

FROM THE AMERICAN PEOPLE

Issuance Date: July 25, 2017
Deadline for Questions: August 2, 2017
Closing Date: August 30, 2017
Closing Time: 17:00 Kinshasa Time

Subject: **Notice of Funding Opportunity, Number: RFA-660-17-000002**
Program Title: **"Counter Gender-Based Violence Activity"**

Dear Prospective Applicants:

The United States Agency for International Development (USAID) is seeking applications for a cooperative agreement from qualified U.S. and Non-U.S. organizations to fund an activity entitled "Counter Gender-Based Violence Activity" Eligibility for this award is not restricted.

Subject to the availability of funds, an award will be made to that responsible Applicant whose application best meets the objectives of this funding opportunity and the selection criteria contained herein. While one award is anticipated as a result of this notice of funding opportunity (NOFO), USAID reserves the right to fund any or none of the applications submitted.

For the purposes of this NOFO, the term "Grant" is synonymous with "Cooperative Agreement"; "Grantee" is synonymous with "Recipient"; and "Grant Officer" is synonymous with "Agreement Officer." Eligible organizations interested in submitting an application are encouraged to read this funding opportunity thoroughly to understand the type of program sought, application submission requirements and evaluation process.

To be eligible for award, the Applicant must provide all information as required in this NOFO and meet eligibility standards in Section III of this NOFO. This funding opportunity is posted on www.grants.gov, and may be amended. Potential Applicants should regularly check the website to ensure they have the latest information pertaining to this notice of funding opportunity. Applicants will need to have available or download Adobe program to their computers in order to view and save the Adobe forms properly. It is the responsibility of the Applicant to ensure that the entire NOFO has been received from the internet in its entirety and USAID bears no responsibility for data errors resulting from transmission or conversion process. If you have difficulty registering on www.grants.gov or accessing the NOFO, please contact the Grants.gov Helpdesk at 1-800- 518-4726 or via email at support@grants.gov for technical assistance.

The successful Applicant will be responsible for ensuring the achievement of the activity's objectives. Please read each section of the NOFO.

Please send any questions to the point(s) of contact identified in Section IV. The deadline for questions is shown above. Responses to questions received prior to the deadline will be furnished to all potential Applicants through an amendment to this notice posted to www.grants.gov.

Issuance of this Notice of Funding Opportunity does not constitute an award commitment on the part of the U.S. Government nor does it commit the U.S. Government to pay for any costs incurred in preparation or submission of comments/suggestions or an application. Applications are submitted at the risk of the Applicant. All preparation and submission costs are at the Applicant's expense.

Thank you for your interest in USAID programs.

Sincerely,

Patrick Kollars
Supervisory Agreement Officer
USAID/Democratic Republic of the Congo

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ABBREVIATIONS AND ACRONYMS

ADS	USAID Operational Policy: Automated Directive System
AFRICOM	U.S. Africa Command
AO	USAID Agreement Officer
AOR	USAID Agreement Officer's Representative
BS&MP	Branding Strategy and Marking Plan
CFR	U.S. Code of Federal Regulations
C-GBV	Counter- Gender Based Violence Activity
DEC	USAID Development Experience Clearinghouse
DRC	Democratic Republic of the Congo
EMMP	Environmental Mitigation and Monitoring Plan
GAAS	Generally Accepted Auditing Standards
GBV	Gender Based Violence
GNDR	Gender
IEE	Initial Environmental Examination
IR (or IRs)	Intermediate Result(s)
LGBTI	Lesbian, Gay, Bisexual, Transgender, Intersex
MEL	Monitoring, Evaluation, and Learning
M&M	Mitigation and Monitoring Plan
MONUSCO	United Nations Stabilization Mission in the Democratic Republic of the Congo
NOFO	USAID Notice Of Funding Opportunity
NGO	Non-Governmental Organization
NICRA	Negotiated Indirect Cost Rate Agreement
OAA	USAID Office of Acquisition and Assistance
OMB	U.S. Government Office of Management and Budget
PDF	Adobe Portable Document Format
SAM	System for Award Management
SBCC	Social and Behavior Change Communication
TO	Transition Objective
TIP	Trafficking in Persons
UN	United Nations
USAID	U.S. Agency for International Development

SECTION I: PROGRAM DESCRIPTION

1. Objective

USAID seeks applications for a multi-sector effort to *Counter Gender-Based Violence (C-GBV)* in the Democratic Republic of the Congo (DRC). The activity should serve as the Mission's flagship effort to address gender-based violence[1] (GBV) and as a key element in achieving the Mission's Transition Objective (TO) 3 "Foundation for Durable Peace Strengthened in Eastern DRC" under the current Country Development Cooperation Strategy (CDCS) (2014-2018).[2]

USAID/DRC implements an integrated approach to GBV in the DRC, with *this* activity serving as the hub to a larger set of activities designed to: **1) promote positive gender norms, power-relations and attitudes to address a core driver of GBV; 2) respond to survivors' medical, emotional, and legal needs; and 3) reduce stigma to enhance reintegration of survivors.** This activity will address GBV in a conflict zone in DRC but should not be limited to conflict-related GBV. Provision of socio-economic opportunities to reduce the impacts of GBV associated with poverty, and testing of innovative techniques for community-based dispute resolution that enhance social cohesion, should support efforts to address the stigma of GBV survivors. They should also link the activity with other key USAID/GBV efforts through integrated and coordinated programming, and sharing of information, data, best practices, and lessons learned.

2. Background

2.1. Understanding GBV in the targeted TO3 zone in eastern DRC

Conflict and GBV

Conflict in the DRC influences the specific types and impacts of GBV present in the country. According to the World Bank, "[w]omen and men are both vulnerable to GBV during conflict, albeit in different ways. Women are often victims of heightened sexual abuse and trafficking during conflict. Women are more susceptible to contracting

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[1] "Gender-based violence is defined as violence that is directed at an individual based on his or her biological sex, gender identity, or perceived adherence to socially defined norms of masculinity and femininity. It includes physical, sexual, and psychological abuse; threats; coercion; arbitrary deprivation of liberty; and economic deprivation, whether occurring in public or private life. Women and girls are the most at risk and most affected by gender-based violence. However, boys and men can also experience gender-based violence, as can sexual and gender minorities. Regardless of the target, gender-based violence is rooted in structural inequalities between men and women and is characterized by the use and abuse of physical, emotional, or financial power and control." *Khan, Alia. 2011. Gender-based Violence and HIV: A Program Guide for Integrating Gender-based Violence Prevention and Response in PEPFAR Programs. Arlington, VA: USAID's AIDS Support and Technical Assistance Resources, AIDSTAR-One, Task Order 1.*

[2] USAID DRC CDCS

HIV/AIDS or sexually transmitted diseases (STDs) than men as a result of sexual abuse. Men and boys are more often victims of brutal indoctrination during their recruitment to an armed group, which can involve forced killing of family members, drug abuse, rape and cannibalism."[3] Most reliable data in the DRC shows women of childbearing age as the most vulnerable to GBV. However, a recent USAID-funded population-based survey of three health zones in eastern DRC estimated that of GBV survivors, 61 percent were children and 33 percent were men. In addition, while conflict-related GBV often features in international narratives about the DRC, intimate partner violence (IPV) and domestic GBV both appear more frequently in most communities. For sexual violence in particular, the study shows that community-based perpetrators are responsible for half of all rape cases and nearly 80 percent of all GBV perpetrators are family members.[4] Still, the role of conflict should not be minimized in areas where it is endemic. The rate of sexual violence in the most conflict-affected territory surveyed, Walikale (20.5%), is double that of Katana (10.5%) and almost three times higher than Karisimbi (7.7%). This correlation, along with data on prevalence of GBV in other parts of the DRC, suggests that one significant impact of conflict is that it layers additional cases of GBV over an already intolerable level and destroys what are, at best, feeble institutions of social control and rule of law.[5]

Gender Norms and Attitudes

More basic than conflict, profound and pervasive gender inequality drives GBV in the DRC. The latest Gender Equality Index ranked the DRC 176th out of 188 countries. Gender inequalities impact education, political participation, health, access to resources (financial, natural, justice) and economic empowerment.[6] The 2012 USAID/DRC Gender Assessment revealed deeply-embedded traditional customs that define men as dominant and women as submissive.

Trafficking in Persons (TIP), another common form of GBV, is often preceded and caused by poverty and the inferior position of women and girls in families, communities, and societies. In countries like the DRC, where poverty rates are high and gender inequality is pervasive, GBV can lead to the abuse and isolation of survivors and increase their vulnerability to being trafficked.[7] Prevalence rates for trafficking in target health zones in eastern DRC vary, however, in three zones studied recently, researchers estimated over 50,000 current victims with rates as high as nearly 13 percent of women.[8] A 2014 USAID study found 31% of women near mine sites reported exchanging sex for money. Their increased vulnerability is supported by the high incidence of GBV in the area. Sex is

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[3] World Bank Gender and Development Briefing Notes

[4] A Population-Based Household Study, Lynn Lawry, Overseas Consulting Corporation, 2016

[5] Id.

[6] The DRC Gender Country Profile, Swedish Embassy, 2014

[7] Addressing Inter-Linkages Between Gender-Based Violence and Trafficking in Persons to Prevent Reinforcement of Inequalities, Jennifer Sorensen, Sara Piazzano, Olga DiPretoro, Carolyn O'Donnell, Winrock International, October 2012

[8] A Population-Based Household Study, Lynn Lawry, Overseas Consulting Corporation, 2016

exchanged for work, food, and protection, and 7 percent of women interviewed reported having experienced sexual violence in the past year.[9]

Community Prevention Through Positive Gender Roles

The UN has noted that "[g]iven the devastating effect violence has on women, past efforts have mainly focused on responses and services for survivors. However, the best way to end violence against women and girls is to prevent it from happening in the first place by addressing its root causes. Working with men and boys helps accelerate progress in preventing and ending violence against women and girls. Together, informed and committed communities can begin to challenge the deeply rooted inequalities and social norms that perpetuate men's control and power over women and reinforce tolerance for violence against women and girls."[10]

Community-based intervention can creatively engage a cross section of community members, not just women or one sector (e.g., police or health care providers, etc.) in order to generate momentum for change. Whole communities need to be engaged for change to occur and endure; and this happens at multiple levels and through varied approaches. Organizations can facilitate individual and collective change by working with, guiding, and supporting the community. Community members need to be engaged with regular and mutually reinforcing messages from a variety of sources over a sustained period of time.[11]

Social and behavior change communication programs (SBCC) use the most powerful and fundamental human interaction – communication – to positively influence social dimensions of health and well-being. Among the tools employed by SBCC programs are mass media, community-level activities, interpersonal communication, information and communication technologies, and new media.[12]

Services for Survivors Needs

Prevention is crucial, yet the need to respond to survivors remains in eastern DRC. Response is based on the potential consequences of GBV and a commitment to human rights. Response includes multi-sectoral and inter-organizational interventions in health care, psychological support, social integration, economic empowerment, human security, rule of law, and access to justice.[13] Responders should also be aware of discrimination that can limit access for LGBTI individuals to protection services, as many LGBTI survivors of

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[9] ASSESSMENT OF HUMAN TRAFFICKING IN ARTISANAL MINING TOWNS IN EASTERN DEMOCRATIC REPUBLIC OF THE CONGO, Aug 2014, link: http://pdf.usaid.gov/pdf_docs/pa00k5r1.pdf

[10] http://www.unwomen.org/en/what-we-do/ending-violence-against-women/prevention

[11] Good practice in designing a community-based approach to prevent domestic violence, Lori Michau, 2005

[12] Health Communication Capacity Collaborative, "Why Social and Behavior Change Communication," link: http://healthcommcapacity.org/about/why-social-and-behavior-change-communication

[13] Guidance Note – Gender-Based Violence in Crisis and Post-Crisis Settings, UNDP, 2009

GBV are reluctant to report incidents for fear of further victimization.[14] Responders should also be sensitive to the needs and patterns of under-service for people with disabilities. In both cases, this might require refined intake procedures to disaggregate and determine whether these groups represent a disproportionate segment of the survivor population. If yes, then thought should be given to provision of community protection for members of these populations, including identifying reasons for their vulnerability and further awareness raising to reduce it.

Reducing Stigma

Reintegration of survivors presents numerous challenges, particularly when cultural stigma is attached to those directly and indirectly impacted by GBV. Stigma can effectively block the future capacity of the individual for full reintegration into society. Survivors in the DRC state that the stigma they face after the event can be as traumatic as the attack itself. The reactions of a survivor’s family and community are therefore highly correlated with his or her ability to recover. Previous research has indicated that men’s reactions to rape were often pivotal in determining whether survivors would be accepted into their extended families and communities after rape. In a 2007 Harvard Humanitarian Initiative (HHI) survey, 29% of sexual violence survivors reported being forced to leave their homes and families as a result of having been raped and 6.2% reported rejection from their communities. However, these figures show that not all men choose to reject survivors -- many support them. Understanding the rationale behind this decision and supporting positive deviation could be invaluable in creating better programming around this issue.[15]

2.2. Government of the DRC (GDRC)/Donor Community

The GDRC recently modified the family code and is currently working on a revision of the national strategy to counter GBV. Their programming is largely funded by the World Bank. The applicant would be expected to coordinate with the World Bank, as well as other donors to avoid duplication and maximize impact. The list below identifies potential opportunities for coordination, though the applicant would be expected to provide a more detailed mapping to inform site selection. The successful applicant would be expected to show how their activities will build on USAID’s prior work in the Mission’s CDCS focus areas, and create the possibility for synergies with other USAID and donor activities elsewhere in the region.

Current donor interventions in the target provinces of North and South Kivu include Sweden’s activities that reduce women’s economic vulnerability and raise their profile in decision-making structures. The European Union supports two projects, one that works to increase girls enrollment in schools and reduce sex trafficking around mine sites, while the

[14] Action against Sexual and Gender-Based Violence: An Updated Strategy, UNHCR, 2011

[15] Learning on Gender and Conflict in Africa, LOGiCA, MDTF, http://documents.worldbank.org/curated/en/138511468003015992/pdf/862880WP0Box380ogReport0JanJune2011.pdf

other strengthens women's roles in democratic processes and institutions. The Netherlands finances sexual and reproductive health activities, and targets men and boys for GBV prevention. Canada finances interventions that attack impunity as it relates to GBV, as well as larger regional programming to counter GBV in Rwanda, Burundi, and the DRC. Switzerland supports a community-based, holistic program that offers prevention and reintegration activities, a focus on stigma for survivors, and medical, legal, and psycho-social services. More detailed mapping of specific communities and activities would facilitate opportunities for greater coordination and leveraging.

2.3. Relationship with other USG Priorities

Women, Peace, and Security Focus Country (WPS)

USAID/DRC is a priority Mission for WPS work. This means that DRC programs are recognized for their contribution to addressing peace and security through empowerment and protection of women and girls. This designation commits the Mission to continue to integrate WPS into its programs and share best practices with others.[16]

Integrated Country Strategy (ICS)

The United States Integrated Country Strategy for the DRC identifies the need to address gender equality to ensure the sustainability of interventions. It highlights the importance of consulting community leaders in a participatory approach to incorporate cultural considerations and promote behavior change.

Country Development and Cooperation Strategy *(CDCS)*

USAID/DRC's CDCS emphasizes the importance and impact of gender norms on the success of development programs. Gender equality is promoted in national and local institutions, including civil society, to make them more gender-sensitive. Women leaders, particularly at the level of grassroots associations and civil society groups, are supported with training and networking opportunities. For example, parent-teacher associations benefitting from USAID assistance promote greater female participation. USAID conflict mitigation activities engage women in decision-making related to conflict resolution and peacebuilding. Throughout, a concerted effort is made to enhance women's status without disempowering men.

Inclusive access to economic opportunities further strengthens gender equality. In the agricultural sector, which constitutes 40 percent of the DRC's GDP, improved access to resources and services for women would increase national agricultural output and economic growth. Equitable access to services such as health care, education, and justice also empowers the population. USAID seeks to incorporate GBV services in the essential

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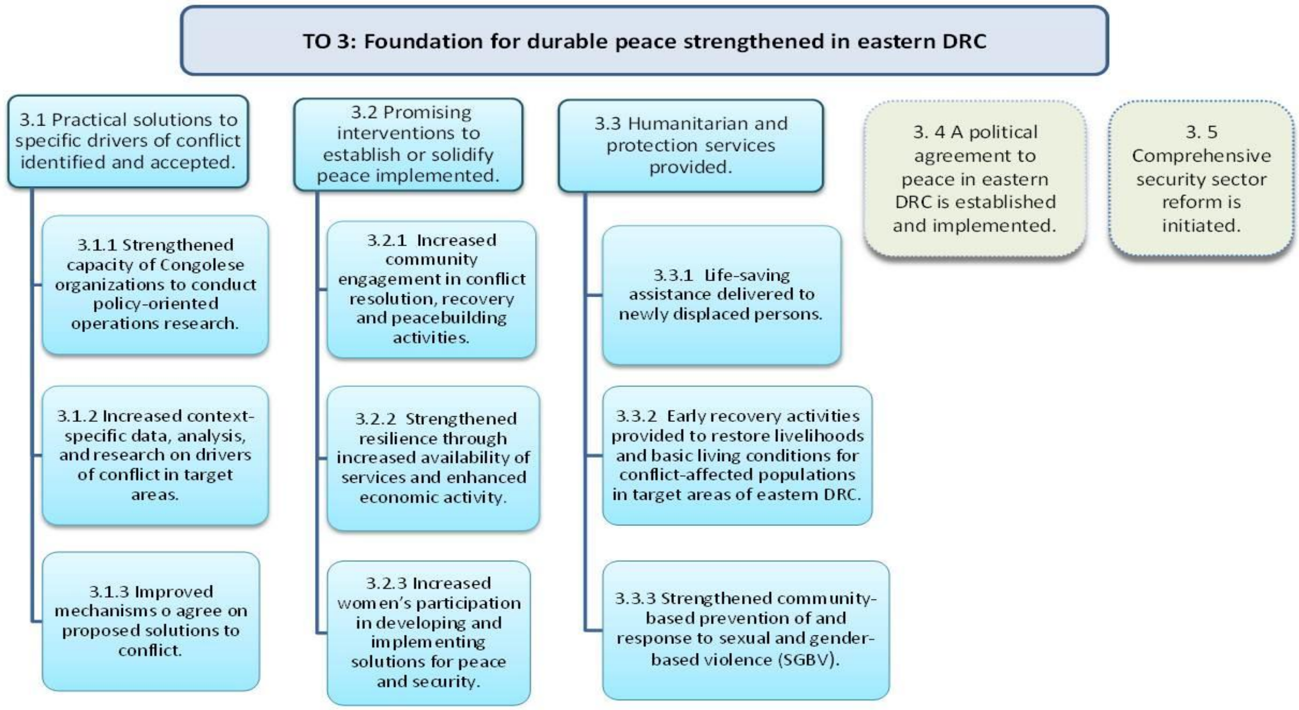
[16] Other related strategies include USAID's C-TIP, Youth, and Children in Adversity, as well as the Department of State's Strategy to Empower Adolescent Girls.

health basic services package. Health workers will be trained in gender, GBV, and human rights considerations.

C-GBV will make specific contributions to USAID CDCS sub IR 3.3.3, 'strengthened community-based prevention of and response to sexual and gender-based violence', as per the CDCS TO3 Results Framework (RF) below. The Mission believes that GBV prevention and response must be fully integrated across a range of USAID activities and engage multiple sectors to ensure optimal impact. This funding opportunity demonstrates that integrated approach.



Lessons Learned

Since 2009, USAID/DRC invested over $78,000,000 in interventions to prevent and respond to GBV. Awareness-raising activities have reached over 11 million people. Nearly 1,500 organizations participated in capacity-building efforts, and 58,000 survivors benefitted from GBV services. Key lessons learned from these efforts include:

- Community-based structures that are specific to the needs of various sub-groups (men, women, youth, etc.) are cost-effective, and most effective overall when they are staffed by community-based counselors.
- Village Savings and Loan Associations (VSLAs) have high retention rates, and co-facilitate the sustainability of activities once project resources are no longer

available. Targeted survivors can participate in VSLAs in a safe and ethical manner.

- Organizational capacity of the police can be built by organizing GBV sensitivity training for police and recommending/advocating for background screening criteria for the recruitment of police.
- Multiple channels of behavior change messages integrated across activities (i.e. radio spots, discussion groups, VSLAs, and in churches and schools) reached a greater portion of the local population and increased retention.
- Although the judicial system in the DRC presents many obstacles to fully realize due legal process, one area in which USAID has clearly been successful is in raising awareness amongst women and girls, men and boys, of basic human rights and gender equity, both through the SBCC activities and the work of the lawyers themselves in communities.
- Integration with the DRC health system facilitates sustainability when medical intervention/treatment is carried out within the existing health zone system of the DRC.
- Some activities report that basic literacy and numeracy training for women is the single most important factor in progress on food security in the Kivus, further reducing vulnerability.
- Coordination with Ministries as experienced in the joint production and dissemination of the Code of Conduct with specific GBV language, ensuring sustainability and wider dissemination.

USAID Activities That Require Coordination with C-GBV

C-GBV is intended to serve as the hub activity for GBV in TO3 target zones, and as such, should be prepared to work closely with other key USAID/GBV efforts through integrated and coordinated programming, and sharing of information, data, best practices, and lessons learned. USAID sponsors regular partner meetings alternating between Goma and Bukavu. Participating in these day-long meetings will improve the successful applicant’s ability to coordinate with other USAID activities. Further, USAID envisions regular and close coordination between relevant implementing partners that share common and or complementary objectives beyond the USAID-led meetings. This may include joint annual work planning; geographic overlap; joint mechanisms for coordination and dialogue with Congolese government, civil society, and citizen stakeholders; and joint performance monitoring. The partition of tasks between and other USAID partners may vary by sector but in all cases the implementers involved, in consultation with the respective USAID Agreement or Contracting Officer’s Representative (AOR/COR), should define essential tasks, allocate them to the relevant USAID (or other donor) activities, and ensure they are reflected in the work plan of each activity. C-GBV should play a key role in this process for GBV-related activities. Applicants should review Requests for Applications/Proposals for planned and/or recently awarded USAID activities cited below, along with publicly-available program documents to ensure the application includes an approach to coordination and activity integration that is most likely to help achieve the goals of C-GBV as well as enhance the objectives of other activities. The most relevant USAID activities that could be coordinated with C-GBV include the following groups listed in relative order of priority[17]:

Group 1 - These activities will require the highest level of coordination given the substantive and geographic overlaps between them and C-GBV.

Solutions for Peace and Recovery (SPR) is an activity designed to improve social cohesion by increasing participation of women and other marginalized groups in communities in priority territories of eastern DRC. Value: $19 M. Duration: 2016 - 2021 (3 year base and 2 one year options).

Integrated Governance Activity (IGA) is a local governance activity designed to work across the health, education, and economic growth sectors to improve service delivery and strengthen the social compact between citizens and their government. IGA will work at the national, provincial, and local levels, assisting both governmental and non-governmental actors. Value: $40.8 M. Duration: 2017 - 2022.

Integrated Health Program (IHP) will improve the basic health condition of the Congolese people through: 1) increased quality and access to basic health services; 2) support for integrated nutrition and water sanitation interventions; 3) support for the prevention, care, and treatment of TB, and malaria; and 4) strengthened public health system management, especially at the Health Zone and Provincial levels. It will operate in all health zones in South Kivu. Value: $300 M Duration: 7 years. Anticipated award date late 2017.

Advancing Human Rights and Promoting Electoral Justice in the DRC Activity (AHREJA) is a DRG activity designed to protect and promote universally recognized human rights in the DRC, including North and South Kivu. It does so through improved civil society capacity in information collection and monitoring, support for legal services, advocacy and oversight of judicial process, and training to magistrates and judicial personnel. Value: $11 M. Duration: 2016 - 2019.

Monitoring, Evaluation and Coordination Contract (MECC) is a five-year activity implemented to provide technical expertise and guidance in monitoring, evaluation and learning (MEL) to USAID/DRC, DFID/DRC, and implementing partners. Value: $24 M Duration: 2016-2020.

Group 2 - These activities will require some efforts at coordination given common themes and geography but may not be as intensive as group 1.

Congo Demokrasia is a DRG activity designed to contribute to a more transparent

[17] Other existing or new activities may also be identified by USAID or the Recipient in the future.

and credible electoral process through increased citizen participation. It operates in priority territories in both North and South Kivu. Value: $15 M Duration: 2016 - 2018.

Improving Reading, Equity, and Accountability in the Democratic Republic of the Congo (I-READ) Project (ACCELERE! Activity 1) is an education activity seeking to improve equitable access to education and learning outcomes for girls and boys in the DRC. In North and South Kivu, it provides access to education for girls and boys who have never enrolled or have interrupted their education. In the Kivus, the project works closely with the Ministry of Social Affairs (MAS), DGNEF (Direction de l'Education Non Formelle). Value: $133 M Duration: 2014 - 2019

South Kivu Food Security Project (FSP) is an activity designed to improve food and nutrition security and economic well-being of vulnerable households in Kabare and Kalehe Territories, South Kivu Province (3 health zones). Value: $35 M Duration: 2016 - 2021

Feed the Future Democratic Republic of the Congo Kivu Value Chains activity is designed to increase household incomes and access to nutrient rich crops by linking small-holder farmers to strengthened and inclusive value chains and supportive market services in the territories of Walungu, Kabare and Kalehe in South Kivu. Interventions build on those of complementary Food for Peace (FFP) and health activities, so that together they reduce poverty and malnutrition. The activity will target three commodities – coffee and two nutrient rich food crops. Value: up to $24 million. Duration: 2017-2022.

Integrated Youth Resilience is an activity currently under design with the goal to increase youth resilience to conflict and violence in eastern DRC through positive youth development, increased educational and economic opportunities, and enhanced youth leadership and community engagement. Value: TBD Duration: 2018 - 2022.

Group 3 - These activities may offer ad-hoc opportunities for coordination and should at a minimum be deconflicted.

Under the *Development Credit Authority*, USAID and the Swedish International Development Agency (SIDA) operate a multi-bank loan portfolio guarantee with two lenders in Eastern Congo, FINCA and Procredit. These financial partners have the capacity to make an estimated $9 million in additional loans to qualifying borrowers in North Kivu and South Kivu provinces. ProCredit intends to use the guarantee to specifically support an expansion in lending to the agricultural, health and education sectors while FINCA intends to scale up lending to the trade and agricultural sectors. Individuals, associations, groups, Micro and small enterprises, and NGOs receiving loans under the guarantee will use the proceeds to invest in new assets and expand their activities, resulting in an increase in revenue and the growth of jobs in eastern Congo.

Tomikotisa is a political party strengthening program which promotes participation of women and youth in 10 target political parties. Value: $5 million. Duration: 2013-2018.

Other Embassy Sections

International Narcotics and Labor (INL) programs provide training for law enforcement officers, lawyers, judges, doctors and other medical personnel for collecting, understanding, and using medical-legal evidence in response to sexual violence crimes.

The Department of Defense (DOD) trains military justice officers on the rule of law, responsibility of commanders, human rights, and GBV. This is accomplished through training focused on magistrate case preparation and presentation and training on the role of command legal advisors in the planning and execution of military operations.

The Political section tracks and monitors human rights and trafficking trends in the DRC, reporting changes to policy makers and appropriators in Washington.

USAID will serve as the coordinating locus for interactions with other Embassy Sections, but the applicant may at times be asked to provide briefings on their own activities and coordination with State or DOD implementers in the field.

Coordination with other international donor-funded activities should be expected, in particular with donor activities noted in Section 2.2 above and to the degree and extent that such coordination advances the goals of C-GBV. Further the applicant should also note that C-GBV should be aligned with MONUSCO stabilization efforts, including the International Security and Stabilization Support Strategy (I4S), which includes GBV as a cross-cutting pillar. Thus C-GBV may contribute to GDRC implementation of its *Stabilisation et Reconstruction des zones sortant des conflits armés* (STAREC) program, and other international interventions supporting the GDRC. The current I4S and USAID's CDCS define stabilization as "an integrated, holistic but targeted process of enabling state and society to build mutual accountability and capacity to address and mitigate existing or emerging drivers of violent conflict, creating the conditions for improved governance and longer term development." USAID expects C-GBV to follow key operational principles of I4S such as conflict sensitivity, sustainability, and linking GBV interventions to the GDRC strategy and budgets. Working with MONUSCO and through other donor coordination mechanisms, the applicant should take into consideration the STAREC provincial stabilization strategies and action plans developed in early 2015 to implement phase two of the I4S. The process of development and approval of activities should also take into consideration the criteria for alignment with the I4S which include being consistent with local conflict analysis and needs; provincial strategies; provincial action plans; and coordination with the provincial Joint Technical Committee or *Comité Technique Conjoint.*

3. Activity Approach

Problem Statement

Women, men, girls, and boys in the DRC are vulnerable to GBV on a daily basis, and particularly in situations of conflict, post-conflict and displacement. Survivors suffer medical, and emotional injury and risks as a result of GBV and stigma further limits their future engagement in social or economic activities. Communities suffer from reduced economic productivity and poor social resilience when justice is not carried out, and survivors remain ostracized from society. USAID seeks to create a focused, integrated, holistic intervention that strengthens communities, and in particular their leaders, service providers, and survivors to participate fully in the daily social, political, and economic life of the community.

Approach

Most successful GBV strategies have incorporated three major components: prevention, response, and reduction of stigma for improved reintegration. Prevention is a first step, and a community-based problem requires community-based solutions. Building the capacity of local institutions through SBCC to identify the drivers behind GBV could improve prevention at the community level.[18] Empowered, enabled community groups that address specific populations at the lowest level and reunite to address the whole community at the highest level may serve to identify and implement these solutions. While women and girls continue to be the most vulnerable to GBV, the numbers of men and children impacted appear to elicit a more inclusive response. Inclusion via empowered community groups provides a more effective response for those who are disabled or who belong to the LGBTI community.[19] [20]

Best practices indicate that community-based medical, legal, and psychosocial responses facilitate identification of drivers and survivors, and enhance referral capacity.[21] Many of the drivers that perpetuate GBV also drive TIP, and TIP victims are also frequently GBV survivors. More data is needed however to understand the connection between the two.[22] Response providers might serve as a focal point for data collection. Armed with the proper questions, response professionals could help fill gaps in data and gauge impact over the short and long term. Continued messaging and awareness-raising would seem to function

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[18]Health Communication Capacity Collaborative, "Why Social and Behavior Change Communication," link: http://healthcommcapacity.org/about/why-social-and-behavior-change-communication

[19] Building Capacity for Disability Inclusion in Gender-Based Violence Programming in Humanitarian Settings: A Toolkit for GBV Practitioners, Women's Refugee Council, 2015

[20] Action against Sexual and Gender-Based Violence: An Updated Strategy, UNHCR, 2011

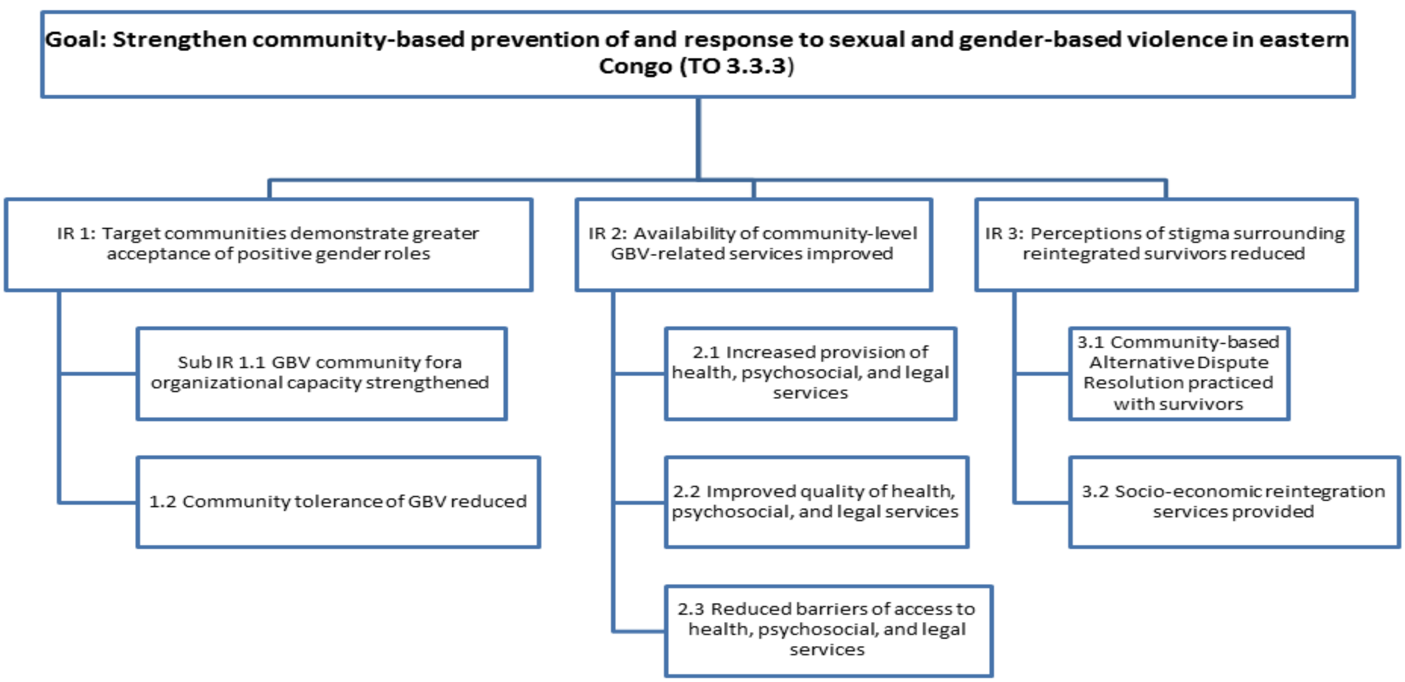
[21] Good practice in designing a community-based approach to prevent domestic violence, Lori Michau, 2005

[22] Addressing Inter-Linkages Between Gender-Based Violence and Trafficking in Persons to Prevent Reinforcement of Inequalities, Jennifer Sorensen, Sara Piazzano, Olga DiPretoro, Carolyn O'Donnell, Winrock International, October 2012

as an integral part of response. These services support greater sustainability through the training of community members in GBV response techniques. Pre-existing community structures, including traditional leaders, church leaders, and community development committees provide a natural point of departure for both identification and referral to services for survivors, and sensitization of the population as a whole.

Community-based reintegration should complete the cycle. The greatest obstacle to full reintegration of survivors is stigma.[23] The messages of gender equality and social cohesion introduced in the prevention activities and continued in response efforts can be reinforced in reintegration interventions to reduce and eventually eliminate stigma. Community awareness, economic empowerment, and alternative dispute resolution (ADR) represent tools that address stigma and offer entry points for communities to resolve this complex crisis. Here again, it is important to implicate existing community structures, in particular traditional and religious leaders.

4. Activity Result Framework, Intermediate Results and Sub-IRS, Illustrative Activities and Indicators



[23] Stigma as Social Control: Gender-Based Violence Stigma, Life Chances, and Moral Order in Kenya, Jessica Penwell Barnett, Eleanor Maticka-Tyndale, Trócaire Kenya, 2016

Activity Goal: Strengthen community-based prevention of and response to gender-based violence.

Theory of Change

If gender norms can be positively redefined, services to survivors made more available, accessible, and effective, and stigma diminished in target communities, then the incidence of gender-based violence can be reduced and full social reintegration can be achieved both for survivors and for the wider community.

Activity level result indicators

- Percentage prevalence rate of GBV among women, men, and children in target geographic areas
- **GNDR-6:** Number of people reached by a USG funded intervention providing GBV services (e.g. health, legal, psychosocial counseling, shelters, hotlines, other).
- Number of USG assisted organizations and/or service delivery systems strengthened who serve vulnerable populations.
- **GNDR -4:** Percentage of target population reporting increased agreement that males and females should have equal access to social, economic, and political opportunities.
- Number of vulnerable people benefitting from USG-supported social services.[24]
- **GNDR-8:** Number of persons trained with USG assistance to advance outcomes consistent with gender equality or female empowerment through their roles in public or private sector institutions or organizations.
- **ES 1-6**: Number of primary or secondary school educators who complete professional development activities with USG support.
- **ES 1-13:** Number of parent teacher associations (PTAs) or community governance structures engaged in primary or secondary education supported with USG assistance.

Indicators should disaggregate data by geography, sex, age, trafficking in persons, people with disabilities, and LGBTI.

In order to achieve the overall activity goals, the following intermediate results should be realized.

IR 1 Target communities demonstrate greater acceptance of positive gender roles.

USAID seeks creative ideas for promoting broader acceptance and redefinition of gender equality, and positive gender norms (including men, women, boys, and girls) to counter the drivers of gender-based violence at the community level.

[24] The indicators in bold are taken from the USAiD/DRC CDCS Performance Management Plan.

Primary prevention involves addressing the root causes of violence. This means recognizing women's low status, the imbalance of power, and rigid gender norms as the root causes of violence. Preventing violence also requires commitment from and engagement of the whole community. Beginning with traditional and religious institutions, efforts to creatively engage a cross section of community members, not just women or one sector (e.g., police or health care providers, etc.) are more likely to generate sufficient momentum for change. Changing community norms is a process, not a single event. The successful applicant should demonstrate the capacity to skillfully facilitate individual and collective change by working with, guiding, and supporting communities. Interventions aimed at changing harmful beliefs and practices in a community should engage and be led by members of that community.[25]

IR 1.1 GBV community fora organizational capacity strengthened.

Community organizations are the building-blocks of a community-based GBV response mechanism. VSLAs, men's dialogue groups, integrated community development committees and religious institutions provide the opportunities necessary for community understanding and ownership of the positive gender norms needed to counter GBV. They "support community engagement, reconciliation, social engagement, peace education, and violence mitigation programming through the curriculum and other learning activities."[26] The successful applicant should describe a program that purposefully empowers local structures, specifically those already existing in the target community, to *sustainably* support GBV messaging and education efforts. The applicant is strongly encouraged to leverage existing committees or those recently created or supported by USAID's SPR, IGA, IHP, and ACCELERE! Programs or other USAID donor activities or other efforts, rather than promoting the multiplication of new groups created for and associated only with C-GBV.

Illustrative Activities for IR 1.1

- Training for facilitation of community and group-level dialogue
- Strengthen and or convene community forums (religious, political, community events)

Illustrative Indicator for IR 1.1

- Percentage of community initiatives to prevent and respond to GBV and TIP undertaken collaboratively with women's and men's groups.

IR 1.2 Community tolerance of GBV reduced.

Positive gender norms that are internalized and evidenced in daily conduct prove the

[25] Good practice in designing a community-based approach to prevent domestic violence, Lori Michau, 2005
[26] USAID Education Strategy, February 2011.

efficacy of behavior change communication programs. They lay the foundation for gender equality and the reduction and elimination of GBV. Activities should conform to the following guidance:

Program Element DR 6.3: *Raise awareness on issues affecting marginalized populations, including programs that teach tolerance and acceptance, and build capacity to advocate for the rights of marginalized populations both in and out of the government arena. End discrimination, hostility, or violence against marginalized communities.*

A successful applicant should describe innovative methods and programs for reducing community tolerance of GBV in target communities. Efforts could be made to collaborate with USAID's ACCELERE! for school-based activities, with USAID's IHP for family planning and other health-related behavior change activities, and with IGA and SPR to link with community leaders and institutions that can support and promote behavior change as well as other key programs described above.

Illustrative Activities for IR 1.2

- SBCC via varied appropriate community tools that address targeted groups
- A variety of Information Communication Technology (ICT) tools or approaches such as smartphone applications or other web-based tools adapted to local conditions for BCC and or organizational capacity
- Convene couples' and single-sex group counseling sessions focused on parenting skills, reducing negative gender norms, and preventing intimate partner violence.

Illustrative Indicators for IR 1.2

- Percentage of community initiatives to prevent and respond to GBV and TIP undertaken collaboratively with women's and men's groups.
- Percentage of students engaged learning new ways of managing interpersonal relationships.

Disaggregate data by geography, sex, age, TIP, people with disabilities, LGBTI

IR 2 Availability of community-level GBV-related services improved

Response to GBV should involve providing services for survivors to reduce the harmful consequences, alleviate suffering, and prevent further trauma and harm. Collective trauma from war can sometimes codify harmful practices and promote marginalization of "out-groups". Addressing collective trauma and promoting community healing can help prevent negative practices and can strengthen transformative messages. Response may also include dealing with perpetrators. Response actions, therefore, should be based on an understanding of the potential consequences of various types of GBV and also of gender equality issues in general. Response could include high quality multi-sectoral and inter-organizational interventions in health care, psychological support, and legal services. These need to be closely linked with promotion of positive gender roles and reduction of stigma.

Activities should conform to the guidance for social protection as defined by the Foreign Assistance Standardized Program Structure and Definitions found here: https://www.state.gov/f/releases/other/255986.htm

Program Element HL 5.3: *Ensure the quality or availability of an essential package of prevention, promotion, treatment and care services; enhance equitable access to priority services by underserved, marginalized and other high priority groups; and ensure responsiveness to people's expectations.*

Improved availability of services will require service-specific and geography-specific analysis regarding gaps in provision, quality, and access. Different issues may impact different services and a nuanced approach will be necessary to achieve the intended result and sub-results.

IR 2.1 Increased provision of health, psychosocial, and legal services.

Provision of emergency medical services responds to survivors' need for immediate medical attention related to GBV. Provision of psychosocial services are equally critical and should provide multi-layer mental health and psychosocial supports to respond to survivors' need for emotional, social and psychological care related to GBV.[27] Legal services offers survivors the opportunity to seek redress, including information about existing laws and protections, and should also inform the community of the laws and penalties associated with GBV. In all cases, the supply of services is likely to be found lacking in target communities. All these services could equally be points of entry or referral for each of the others.

The successful applicant should describe the strengthening of an existing community-based delivery system to respond to the immediate medical, psychosocial and legal needs of a survivor, referral to additional, appropriate services, and appropriate respect for privacy and anonymity. They should also describe the connections between service professionals, community groups, and behavior change communication. Applicants should partner with USAID's IHP- supported health facilities for medical service delivery and with USAID and US Embassy legal sector interventions such as AHREJA and IGA activities as useful and effective synergies are identified.

[27] Activities should conform to the IASC Guidelines for MHPSS in Emergencies.

Illustrative Activities

- Ensure access to Family Planning/ reproductive health information and commodities
- Furnish Post Exposure Preventive (PEP) Kits
- Improve service accountability (hours, personnel, basic package) through training, and enhanced management techniques for survivors
- Creating or strengthening psychosocial mobil provision systems
- Support for legal advice and legal aid clinics
- Referral system strengthening; including referral for TIP, LGBTI, and disability cases to appropriate services

Illustrative Indicators

- Percentage of survivors receiving GBV-related medical, psychosocial, and legal assistance
- Number of people trained to identify GBV survivors at intake

Disaggregate data by geography, sex, age, TIP, people with disabilities, LGBTI

IR 2.2 Improved quality of health, psychosocial, and legal services.

Quality of all previously mentioned services are also important for survivors and is typically sub-optimal in target communities.

The successful applicant should describe ways to strengthen the quality of community-based medical, psychosocial, and legal care through contextually appropriate, proven interventions that respond to survivors' individual and group needs while maintaining necessary confidentiality. Applicants should also describe the connection between various caregiver networks, community groups, and behavior change communication.

Illustrative Activities

- Training on intake and identification procedures
- Documentation for evidentiary use
- Staff training for medical, legal, psychosocial professionals (may include professional skills transfer from mental health experts to community-based trauma healing)
- Quality control and management of PEP kits and other needed medical supplies
- Oversight, management, and clinical supervision of service providers
- Group or individual counseling skills training including possible expanded use of CPT or other appropriate methods
- Referral system strengthening, including referral for TIP, LGBTI, and disability cases to appropriate services

- Social connectedness and Family support activities

Illustrative Indicators

- Number of survivors referred to appropriate services
- Number of those reporting GBV appropriately referred

Disaggregate data by geography, sex, age, trafficking in persons, people with disabilities, LGBTI

IR 2.3 Reduced barriers of access to health, psychosocial, and legal services.

Access barriers might include financial, temporal, distance, legal, ethnic, gender, or other identity-based barriers, lack of information, perceived relevance, or other factors that prevent access.

A successful applicant should describe a program that supports identification of most critical access barriers in target health zones and a strategy for community-based reduction of relevant barriers. The strategy should emphasize both cost effectiveness and sustainability.

Illustrative Activities

- Community awareness raising and community-based trauma healing to address collective trauma
- Training on intake and identification procedures
- Staff training for medical, legal, psychosocial professionals on key access barriers
- Identity awareness and anti-discrimination training
- Appropriate legal aid accessibility enhancements
- Referral, including referral for TIP, LGBTI, and disability cases to appropriate services

Illustrative Indicators

- Community perceptions of identified access barriers
- Community awareness of key GBV services access processes
- Time/distance required to access key GBV services

Disaggregate data by geography, sex, age, trafficking in persons, people with disabilities, LGBTI

IR 3 Perceptions of stigma surrounding reintegrated survivors reduced.

Reintegration of survivors presents numerous challenges in a place of endemic poverty, a general absence of formal justice, and cultural stigma attached to those directly and indirectly impacted by GBV. Stigma is the most difficult and most important of these obstacles, as its presence can effectively block the future capacity of the individual for full reintegration into society. It also weakens communities themselves by depriving them of productive community members who could otherwise contribute positively to economic and political development. USAID seeks innovative approaches to economic reintegration, traditional justice and ADR to reduce stigma and facilitate survivor reintegration.

Stigma associated with sexual and gender-based crimes may create obstacles for survivors to testify in front of their own village or community, particularly against someone within their community. Additionally, there are legitimate concerns about the suitability of traditional justice to address mass human rights violations or widespread rape in a way that protects victims and complies with human rights norms.

Despite these reservations, traditional justice could be a useful tool to promote peace, forgiveness, and reconciliation. In particular it could be significant in assisting with the reintegration of perpetrators into the community and fostering forgiveness among perpetrators and victims, especially abducted children, who are often both victims and perpetrators. It is important for the process to be inclusive, incorporating existing local governance and religious institutions.

For traditional justice to be gender-sensitive women need to be among the elders and involved in the decision-making process; and all elders and others involved in the process need to be sensitized to women's rights. It should be noted that traditional justice processes include counseling, guidance, and compensation for victims. Participants suggested that applying human rights standards to these processes could assist in strengthening cultural laws to promote and protect the rights of women and raise awareness of gender-based violence in communities.[28]

IR 3.1 Alternative Dispute Resolution mechanisms piloted.

The factors creating the culture of impunity that exists in the DRC argue for a community-based alternative for social justice and the removal of the stigma attached to survivors. This avenue is not, however, without challenges. Stigma associated with sexual and gender-based crimes may create obstacles for survivors to testify in front of their own village or community, particularly against someone within their community. Additionally, there are concerns about the suitability of traditional justice to address mass human rights violations or widespread rape in a way that protect victims and comply with human rights norms.

ADR mechanisms are being implemented in USAID's current Human Rights and Electoral Justice Activity and have been effective in other related contexts, including in Rwanda

[28] Confronting impunity and engendering transitional justice processes in northern Uganda, International Center for Transitional Justice, 2014

after the genocide. They have the potential to address issues of reintegration and reparations for survivors. It is unclear whether or not they would be successful in the current social and political context of the DRC. USAID hopes to pilot these type of programs to gauge their impact.

Activities should conform to the following:

Program Element DR 6.2: Address systemic human rights violations through transitional justice mechanisms that provide accountability, truth and reconciliation, and redress to enable societies to move forward nonviolently and restore trust in public institutions. This may include support for investigation; vetting; memorialization; truth and reconciliation commissions; international, local or hybrid tribunals; community-based approaches; and customary/traditional practices.

Program Element DR 6.3: Equal Rights for Marginalized Communities: Empower marginalized communities, which include groups that have been traditionally discriminated against because of their race, nationality, gender, gender identity, religious affiliation, disability status, ethnicity, socioeconomic status, and sexual orientation, to secure their human rights on the basis of equality and with dignity. Raise awareness on issues affecting marginalized populations, including programs that teach tolerance and acceptance, and build capacity to advocate for the rights of marginalized populations both in and out of the government arena. End discrimination, hostility, or violence against marginalized communities, including promoting robust legal protections against discrimination and hate crimes and seeking redress against discrimination.

The successful applicant should describe a community-based ADR mechanism that complements the formal legal system, yet does not duplicate or replace it. They could convey the connections to community and religious organizations and the incorporation of behavior change communication. Opportunities to collaborate with USAID’s IGA, AHREJA, MSDP, and other relevant activities could be explored.

Illustrative Activities

- Training in ADR techniques and benefits
- Connection to formal legal system and provision of legal aid and assistance

Illustrative Indicators

- Number of gender equitable community-based dispute resolution mechanisms are in place.
- Number of GBV-related disputes resolved through ADR.
- Number of ADR resolutions that include reparations to the survivor.
- Gender composition of bodies that manage resolution of land disputes.
- Number of forums held for consensus building.

- Number of consensual decisions made and implemented through the assistance of USG-Project.

Disaggregate data by geography, sex, age, TIP, people with disabilities, LGBTI.

IR 3.2 Socio-economic reintegration services provided.

Activities should attempt to reintegrate survivors through productive participation in the community. They can enhance self-confidence and social stature, and help alleviate stigma. Socio-economic reintegration services may include, but are not limited to: VSLAs, micro-credit institutions, income-generating activities, scholarization, literacy and numeracy circles, and the creation or support of professional associations. Basic education activities should conform to the following:

Program Element EDU 3.2.1.4 Provide learners generally 13-24 years old an alternative education that integrates reading, writing, and mathematics with basic skills such as critical thinking, problem solving, team building, and effective communication. These complementary learning activities are typically designed to reintegrate youth back into formal school setting or provide an equivalent primary or secondary school diploma.

The successful applicant should describe activities that utilize socioeconomic activities to address issues of stigma and support reintegration. They should demonstrate the continuation/continuity of behavior change communication and the promotion of positive gender roles, inclusive participation, and connection to community organizations anticipated in IRs 1 and 2. Opportunities to collaborate and integrate activities with USAID's health, education, and economic growth activities identified above may be explored and are strongly encouraged.

Illustrative Activities

- VSLA
- Literacy and numeracy training in formal and informal settings, specifically for youth ages 13-24.
- Leadership training

Illustrative Indicators

- E.S. 1-3 Number of learners in primary schools or equivalent non-school based settings reached with USAID education assistance.
- E.S. 1-4 Number of learners in secondary schools or equivalent non-school based settings reached with USG education assistance.
- E.S 1-6 Number of primary or secondary educators who complete professional development activities with USG assistance.

- Percentage of women reporting increased intimate partner violence in marriage/partnership/union following reported increases in women-controlled income.
- Percentage of persons at risk of GBV and TIP and/or GBV and survivors who report having the ability to economically sustain her/himself and her/his family.

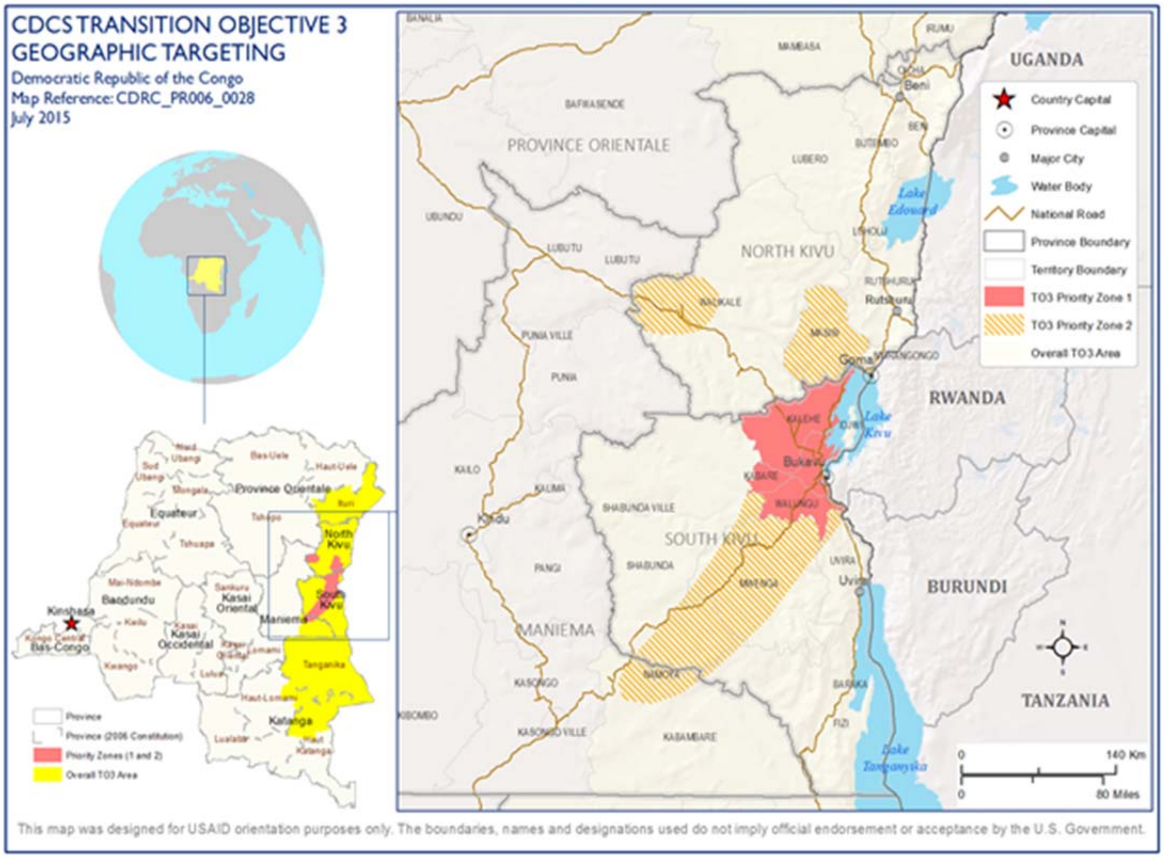
Disaggregate data by geography, sex, age, TIP, people with disabilities, LGBTI.

5. Geography

The geographic focus of the C-GBV activity is TO3 priority zones 1 and 2, USAID seeks to support five target health zones to be mutually agreed upon between USAID and the applicant. Health zone selection criteria should prioritize the following factors in this order:

- overlap between the C-GBV activity and other relevant USAID activities to promote synergy and collaboration, TO3 zone 1 is where most other USAID activities will be operating throughout the activity duration and we expect most C-GBV activity to be focused in zone;
- need and capacity for program impact;
- continuity of investment from prior USAID GBV activities;
- value added from public private partnerships; and
- operational risks and ability for the partner to operate effectively in the selected health zones.

With the number of activities planned, depth is valued over breadth. The activity should consist of integrated cross-sectoral programming that treats cases and communities as a whole and should not consider GBV as a singular or isolated problem set. Reference TO3 Map that follows.



1. Performance Monitoring, Evaluation, and Learning

Monitoring, Evaluation, and Learning (MEL) in a conflict environment is an ongoing challenge. The successful applicant should be prepared to implement remote monitoring in case of access issues and document all adaptations to inform the learning process. To gauge the effectiveness of their efforts, the successful applicant should establish a Collaborative Learning and Adapting team that could track any differential outputs and outcomes that may exacerbate or reduce gender gaps and barriers. Data would be used to strengthen the gender-sensitive basis on which decisions about development assistance are made, and ensure experience and observations inform management and program decisions. USAID will be interested to assess how gender dynamics have been addressed and the success of mainstreaming of social protection and gender-based violence prevention and response activities.

USAID believes there would be value in developing an external impact evaluation (IE) to test the fundamental hypothesis and theory of change embedded in the activity design and to determine whether changes in outcome measures are directly attributable to the activity. This aligns with the USAID Evaluation Policy, which requires new and innovative or pilot projects to be subject to impact evaluation and thus the counterfactual analysis needed to determine causality. An IE of certain aspects of the activity may generate findings that can be applied to improve future integrated activity designs and their implementation and, possibly, improve implementation of this activity.

The proposed impact evaluation would be managed directly by the USAID/DCHA/DRG Learning Division in Washington. The evaluation questions and precise methodology would be developed in collaboration with USAID/DRC's Agreement Officer Representative (AOR) and M&E Specialist in order to adhere to the activity theory of change and implementation design of C-GBV. C-GBV will not need to budget against the IE. C-GBV would be expected to cooperate fully with USAID/DRC and the IE implementing partner by sharing data, implementation methods, project reporting, and field knowledge and guidance as needed during IE design and implementation. C-GBV would also need to closely coordinate work elements such as zone selection, activity sequencing and intensity with USAID and the IE team to assure proper methodology can be applied to the exercise.

The impact evaluation would target a limited number of discrete sub-components and target geographic zones of the principal activity. The selection of the geographic zones is at the heart of the impact evaluation approach. The sampling could require further collaboration with the successful applicant and impact the work plan. Applicants may propose sub-components, target geography, and applicable research questions for the evaluation. The draft research question for this evaluation is as follows (subject to change depending on the approach of the selected IE contractor and the C-GBV implementer):

"To what extent can the incidence of GBV be reduced by addressing two of the core drivers, trauma and gender norms?"

This kind of learning could make an important contribution to shaping future USAID programming not only in the DRC, but across USAID, in addition to being of value to the broader development community.

Given the relatively narrow focus of an IE, USAID may use additional evaluation methodologies that allow it to take a broader look at the full spectrum of GBV sub-activities and to learn from and adapt the activity throughout the five years of implementation. This may include mid-term performance evaluation, surveys, or other methods. C-GBV should also make use of the considerable analysis and research produced by other donors including the World Bank and UN Women.

In order to enable learning and managing for results, and improve delivery and maximize impact and performance over the life of the activity, an Award Monitoring, Evaluation and Learning Plan (AMELP) would complement the external impact evaluation. The AMELP should include at minimum data collection, management and quality assurance plans, procedures, and Monitoring and Evaluation tools.

The MEL should be based on practical monitoring methods that allow staff to measure and track Activity and product quality on multiple levels and to make adjustments as needed. The quantitative and qualitative data should be collected using appropriate tools, as well as through direct observations of activities to ensure the effectiveness of the activity interventions and to measure progress toward achieving targets. The MEL approach to manage for results should focus on ensuring the Activity is on track to achieving those results. This may be done through regular monitoring of carefully chosen result indicators. The approved Performance Indicator Reference Sheets (PIRS) included in the AMELP should show detailed information about data collection for each indicator.

The implementer should uphold standards of data quality (accuracy, validity, reliability, timeliness, and integrity) throughout the data collection process and ensure that its staff and stakeholders involved in data collection, aggregation, and calculation be trained by the activity's MEL staff to ensure that high standards of data quality are met whenever they perform data related activities. In addition, the activity's M&E staff should verify that the definitions and purpose of every indicator are fully understood by all involved in data related activities.

In order to manage the vast amount of data generated by this activity, the partner is encouraged to propose a data management system that would contribute to an improved analysis and reporting.

2. Applicable Analyses

Due to the operational environment of this activity, the implementer should include how proposed activity will apply conflict analysis or, at the minimum, a "Do-No-Harm" analysis for each approach, and how lessons learned and analysis can be adapted to promote peacebuilding and reduce conflict. In addition, the application should include a gender analysis that describes the proposed methodology for gender analysis of the target communities and potential impacts of project activities by gender.

The Initial Environmental Evaluation recommended a categorical exclusion for all activities except for medical service provision. These activities received a negative determination contingent on waste disposal training for providers. All USAID activities must minimize the potential for negative environmental impacts and maximize potential contributions to environmental conservation. This activity will need to comply with U.S. Government and USAID environmental impact monitoring and mitigation regulations. Under the supervision of USAID's Mission to the DRC, the activity is subject to an Initial Environmental Examination that will enable USAID to determine what environmental assessment and mitigation measures are required by the activity. As currently envisioned, this activity will likely have only small or negligible negative effects on the environment. Nevertheless, it is important when designing the activity to consider how potential impacts on the local environment could negatively affect communities or wildlife. The activity should avoid exacerbating any existing environmental conditions, such as biodiversity loss, deforestation, or pollution of water or land.

3. Authority and Administration of Award

a. Pursuant to the Foreign Assistance Act of 1961, as amended (FAA), the United States Government (USG), as represented by the U.S. Agency for International Development (USAID), Mission to the Democratic Republic of Congo, seeks to support or stimulate the activities described above, and requests applications from eligible organizations (see Section III of this NOFO). The prime award resulting from this NOFO will be administered in accordance with the following:

- 2 CFR 200 UNIFORM ADMINISTRATIVE REQUIREMENTS, COST PRINCIPLES, AND AUDIT REQUIREMENTS FOR FEDERAL AWARDS. 2 CFR 200
- 2 CFR 700 (USAID'S implementation of 2 CFR 200). 2 CFR 700
- Chapter 303 of USAID's Automated Directives System (ADS-303). ADS Chapter 303
- USAID Mandatory and Required-as-Applicable Standard Provisions for U.S. or Non- US Non-Governmental Organizations. See the following links: Standard Provisions for US Non-Governmental Organizations

b. The Agreement Officer is the only individual who may legally commit the Government to the expenditure of public funds and shall serve as the primary agreement contact between USAID and the Recipient. The Agreement Officer's Representative (AOR) will serve as the primary technical contact between USAID and the Recipient.

c. No costs chargeable to the proposed Agreement may be incurred before receipt of either a fully executed Agreement or a specific written authorization from the Agreement Officer.

[END OF SECTION I]

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SECTION II: FEDERAL AWARD INFORMATION

1. Estimate of Funds Available and Number of Awards Contemplated

Subject to funding availability, USAID intends to provide $15.3 million in total USAID funding over a five-year period. The ceiling for this activity is $15.3 million for one award. Actual funding amounts are subject to the availability of funds.

USAID intends to award one (1) Cooperative Agreement pursuant to this Notice of Funding Opportunity. USAID reserves the right to fund any one or none of the applications submitted. USAID may make an award on the basis of initial applications received, without discussions. Therefore, each initial application should contain the Applicant's best terms from a technical and cost standpoint.

2. Start Date and Period of Performance for Federal Awards

The period of performance anticipated herein is five years. The start date will be upon the signature of the award, estimated on or about October 30, 2017.

3. Substantial Involvement

Consistent with ADS 303.3.11, USAID/DRC will be substantially involved in the implementation of C-GBV Activity. The intended purpose of the Agreement Officer's Representative (AOR) involvement during the implementation of the activity is to assist the recipient(s) in achieving the supported objectives.

- Approval of Specified Key Personnel as concurred on by the AOR and approved by the Agreement Officer (AO): USAID will approve key personnel and future changes. Key personnel include the Chief of Party (COP), The GBV Technical Advisor, the Financial Manager, and the Monitoring and Evaluation Specialist.
- Approval of the Recipient's Implementation Plans by the Agreement Officer's Representative (AOR): USAID will approve (a) annual work plans, (b) the Monitoring, Evaluation, and Learning (MEL) plan, and (c) any significant adaptations to the work plan or MELP plan, for example changes based on coordination efforts or the evolving security situation.

- Agency and Recipient Collaboration or Joint Participation;

  (1) Collaborative involvement in selection of advisory committee members, if the program will establish an advisory committee that provides advice to the recipient. USAID may participate as a member of this committee as well. Advisory committees must only deal with programmatic or technical issues and not routine administrative matters.

(2) Concurrence on the substantive provisions of sub-awards. 2 CFR 200.308 requires the Recipient to obtain the Agreement Officer's prior approval for the subaward, transfer, or contracting out of any work under an award. This is generally limited to approving work by a third party under the agreement. USAID also reserves further approval rights for sub-awards or contracts, specifically concurrence on the substantive provisions of the subawards.
(3) Approval of the Recipient's Monitoring and Evaluation Plan by the AOR.
(4) Monitoring by the AOR to authorize specified kinds of direction or redirection because of interrelationships with other projects. USAID monitoring will be required throughout the period of performance to continually facilitate its funding with that of other donors and activities.

- Agency Authority to Immediately Halt a Construction Activity: The Agreement Officer reserves the right to halt construction activities under the award, if applicable.

4. Title to Property

Property Title under the resultant Agreement shall vest with the Recipient in accordance with the requirements of 2 CFR 200.

5. Authorized Geographic Code

The Authorized Geographic Code is **935**, defined as any area or country, the Cooperating Country (the Democratic Republic of Congo), and excluding any country that is a prohibited source. USAID's rules for the source of goods other than "restricted goods," are described in ADS 312 http://www.usaid.gov/sites/default/files/documents/1876/312.pdf).

The nationality of suppliers of goods and services (other than delivery services) is described in ADS 314 http://www.usaid.gov/sites/default/files/documents/1876/314.pdf).

These rules do not apply to procurement by the Recipient with cost-sharing or program income funds. For an accurate identification of developing countries, advanced developing countries, and prohibited sources, please refer to Automated Directive System (ADS) 310 entitled "Source and Nationality Requirements for Procurement of Commodities and Services Financed by USAID".

6. Purpose of the Award

The principal purpose of the relationship with the award recipient and under the subject activity is to transfer funds to accomplish a public purpose of C-GBV which is authorized by Federal statute.

The Recipient will be responsible for ensuring the achievement of the activity's objectives and the efficient and effective administration of the award through the application of sound management practices. The Recipient will assume responsibility for administering Federal funds in a manner consistent with underlying agreements, program objectives, and the terms and conditions of the Federal award. The Recipient, using its own unique combination of staff, facilities, and experience, has the primary responsibility for employing whatever form of sound organization and management techniques may be necessary in order to assure proper and efficient administration of the resulting award.

7. Program Income

No program income is anticipated to be generated under the award(s) at this point. However, if program income generates during the implementation of the program, the Agreement Officer reserves his/her rights in determining exactly how that income will be treated and considered under the award, in line with 2 CFR 200.307. Otherwise, the following will be observed:

For U.S. Organizations, the following paragraph (e) (1) of the 2 CFR 200.307 must apply:

"(1) Deduction. Ordinarily program income must be deducted from total allowable costs to determine the net allowable costs. Program income must be used for current costs unless the Federal awarding agency authorizes otherwise. Program income that the non-Federal entity did not anticipate at the time of the Federal award must be used to reduce the Federal award and non-Federal entity contributions rather than to increase the funds committed to the project." For non-U.S. organizations, see the provision named "Program Income."

8. Protecting Life in Global Health Assistance

The award will include the following standard provision:

PROTECTING LIFE IN GLOBAL HEALTH ASSISTANCE (MAY 2017)

(a) Ineligibility of Foreign Non-governmental Organizations that Perform or Actively Promote Abortion as a Method of Family Planning

This provision is in two parts: I, applicable to foreign non-governmental organizations; and II, applicable to U.S. non-governmental organizations. Both part I and part II should be included in awards.

I. Grants and Cooperative Agreements with Foreign Non-governmental Organizations

(1) The recipient agrees that it will not, during the term of this award, perform or actively promote abortion as a method of family planning in foreign countries or provide financial support to any other foreign non-governmental organization that conducts such activities. For purposes of this paragraph (a), a foreign non-governmental organization is a for-profit or not-for-profit non-governmental organization that is not organized under the laws of the United States, any State of the United States, the District of Columbia, or the Commonwealth of Puerto Rico, or any other territory or possession of the United States.

(2) The recipient agrees that authorized representatives of USAID may, at any reasonable time, announced or unannounced, consistent with 2 CFR Part 200: (i) inspect the documents and materials maintained or prepared by the recipient in the usual course of its operations that describe the health activities of the recipient, including reports, brochures, and service statistics; (ii) observe the health activities conducted by the recipient, (iii) consult with healthcare personnel of the recipient; and (iv) obtain a copy of audited financial statements or reports of the recipient, as applicable.

(3) In the event USAID has reasonable cause to believe that the recipient may have violated its undertaking not to perform or actively promote abortion as a method of family planning, the recipient must make available to USAID such books and records and other information as USAID may reasonably request to determine whether a violation of that undertaking has occurred, consistent with 2 CFR Part 200.

(4) Health assistance furnished to the recipient under this award must be terminated if the recipient violates any undertaking required by this paragraph (a), and the recipient must refund to USAID any unexpended amounts furnished to the recipient under this award, plus an amount equivalent to that used by the recipient to perform or actively promote abortion as a method of family planning while receiving funding under this award. The amount to be refunded to USAID under this subparagraph (4) may not exceed the total amount of health assistance furnished under this award.

(5) The recipient may not furnish health assistance under this award to another foreign non-governmental organization (the subrecipient) unless: (i) subrecipient agrees, by entering into such subaward, that it does not perform or actively promote abortion as a method of family planning in foreign countries and will not provide financial support to any other foreign non-governmental organization that conducts such activities; and (ii) such foreign non-governmental organization’s agreement contains the same terms and conditions as described in subparagraph (6) below.

(6) Prior to entering into an agreement to furnish health assistance to a foreign non-governmental organization under this award, the recipient must ensure that such agreement with the subrecipient includes the following terms:

(i) The subrecipient will not, while receiving assistance under this award, perform or actively promote abortion as a method of family planning in foreign countries or provide financial support to other foreign non-governmental organizations that conduct such activities;

(ii) The recipient and authorized representatives of USAID may, at any reasonable time, announced or unannounced, consistent with 2 CFR Part 200: (A) inspect the documents and materials maintained or prepared by the subrecipient in the usual course of its operations that describe the health activities of the subrecipient, including reports, brochures, and service statistics; (B) observe health activities conducted by the subrecipient; (C) consult with healthcare personnel of the subrecipient; and (D) obtain a copy of audited financial statements or reports of the subrecipient, as applicable;

(iii) In the event that the recipient or USAID has reasonable cause to believe that a subrecipient may have violated its undertaking not to perform or actively promote abortion as a method of family planning, the recipient will review the health program of the subrecipient to determine whether a violation of such undertaking has occurred. The subrecipient must make available to the recipient such books and records and other information as may be reasonably requested to conduct the review. USAID may review the health program of the subrecipient under these circumstances, and the subrecipient must provide access on a timely basis to USAID to such books and records and other information upon request, consistent with 2 CFR Part 200;

(iv) Health assistance provided to the subrecipient under this award must be terminated if the subrecipient violates any award terms under subparagraphs (6)(i)-(iii), above, and the subrecipient must refund to the recipient any unexpended amounts furnished to the subrecipient under this award, plus an amount equivalent to that used by the subrecipient to perform or actively promote abortion as a method of family planning while receiving funding under this award, up to the total amount of health assistance furnished to the subrecipient under this award; and

(v) The subrecipient may furnish health assistance under this award to another foreign non-governmental organization only if: (A) such foreign non-governmental organization agrees, by entering into such agreement, that it will not perform or actively promote abortion as a method of family planning in foreign countries and will not provide financial support to any other foreign non-governmental organization that conducts such activities, and (B) such foreign non-governmental organization's agreement contains the same terms and conditions as those provided by the subrecipient to the recipient as described in subparagraphs (6)(i)-(iv), above.

(7) Where the terms and conditions of the award require USAID approval of subawards, the recipient must include a description of the due diligence performed by the recipient on the subrecipient before furnishing health assistance under this award.

(8) The recipient is liable to USAID for a refund for a violation by the subrecipient of any requirement of this paragraph (a) only if: (i) the recipient knowingly furnishes health assistance under this award to a subrecipient that performs or actively promotes abortion as a method of family planning, or (ii) the subrecipient did not abide by its award terms required by subparagraphs (6)(i)-(iii), above, and the recipient failed to make reasonable due diligence efforts prior to furnishing health assistance to the subrecipient, or (iii) the recipient knows or has reason to know, by virtue of the monitoring that the recipient is required to perform under the terms of this award, that a subrecipient has violated any of the award terms required by subparagraphs (6)(i)-(iii), above, and the recipient fails to terminate health assistance to the subrecipient, or fails to require the subrecipient to terminate assistance furnished under a subaward that violates any award terms required by subparagraphs (6)(i)-(iii), above.

(9) The recipient acknowledges that USAID may make independent inquiries in the community served by the recipient or a subrecipient under this award regarding whether it performs or actively promotes abortion as a method of family planning.

(10) The following definitions apply for purposes of paragraph (a):

(i) Abortion is a method of family planning when it is for the purpose of spacing births. This includes, but is not limited to, abortions performed for the physical or mental health of the mother and abortions performed for fetal abnormalities, but does not include abortions performed if the life of the mother would be endangered if the fetus were carried to term or abortions performed following rape or incest.

(ii) “To perform abortions” means to operate a facility where abortions are provided as a method of family planning. Excluded from this definition is the treatment of injuries or illnesses caused by legal or illegal abortions, for example, post-abortion care.

(iii) “To actively promote abortion” means for an organization to commit resources, financial or other, in a substantial or continuing effort to increase the availability or use of abortion as a method of family planning.

(A) This includes, but is not limited to, the following activities:

(I) Operating a service-delivery site that provides, as part of its regular program, counseling, including advice and information, regarding the benefits and/or availability of abortion as a method of family planning;

(II) Providing advice that abortion as a method of family planning is an available option or encouraging women to consider abortion (passively responding to a question regarding where a safe, legal abortion may be obtained is not considered active promotion if a woman who is already pregnant specifically asks the question, she clearly states that she has already decided to have a legal abortion, and the healthcare provider reasonably believes that the ethics of the medical profession in the host country requires a response regarding where it may be obtained safely and legally);

(III) Lobbying a foreign government to legalize or make available abortion as a method of family planning or lobbying such a government to continue the legality of abortion as a method of family planning; and

(IV) Conducting a public information campaign in foreign countries regarding the benefits and/or availability of abortion as a method of family planning.

(B) Excluded from the definition of active promotion of abortion as a method of family planning are referrals for abortion as a result of rape or incest, or if the life of the mother would be endangered if she were to carry the fetus to term. Also excluded from this definition is the treatment of injuries or illnesses caused by legal or illegal abortions, for example, post-abortion care.

(C) Action by an individual acting in the individual's capacity shall not be attributed to an organization with which the individual is associated, provided that the individual is neither on duty nor acting on the organization's premises, and the organization neither endorses nor provides financial support for the action and takes reasonable steps to ensure that the individual does not improperly represent that he or she is acting on behalf of the organization.

(iv) Furnishing health assistance to a foreign non-governmental organization includes the transfer of funds made available under this award or goods or services financed with such funds, but does not include the purchase of goods or services from an organization or the participation of an individual in the general training programs of the recipient or subrecipient.

(v) To "control" an organization means to possess the power to direct, or cause the direction of, the management and policies of an organization.

(11) In determining whether a foreign non-governmental organization is eligible to be a recipient or subrecipient of health assistance under this award, the action of separate non-governmental organizations shall not be imputed to the recipient or subrecipient, unless, in the judgment of USAID, a separate non-governmental

organization is being used purposefully to avoid the provisions of this paragraph (a). Separate non-governmental organizations are those that have distinct legal existence in accordance with the laws of the countries in which they are organized. Foreign organizations that are separately organized shall not be considered separate, however, if one is controlled by the other. The recipient may request the USAID Agreement Officer's approval to treat as separate the health activities of two or more organizations, which would not be considered separate under the preceding sentence. The recipient must provide a written justification to USAID that the health activities of the organizations are sufficiently distinct to warrant not imputing the activity of one to the other.

(12) Health assistance may be furnished under this award by a recipient or subrecipient to a foreign government or parastatal even though the government or parastatal includes abortion in its health program, provided that no such assistance may be furnished under this award in support of the abortion activity of the government or parastatal and any funds transferred to the government or parastatal must be placed in a segregated account to ensure that such funds may not be used to support the abortion activity of the government or parastatal.

(13) For the avoidance of doubt, in the event of a conflict between a term of this paragraph (a) and an affirmative duty of a healthcare provider required under local law to provide counseling about and referrals for abortion as a method of family planning, compliance with such law shall not trigger a violation of this paragraph (a).

II. Grants and Cooperative Agreements with U.S. Non-governmental Organizations

(1) The recipient (A) agrees that it will not furnish health assistance under this award to any foreign non-governmental organization that performs or actively promotes abortion as a method of family planning in foreign countries; and (B) further agrees to require that such subrecipients do not provide financial support to any other foreign non-governmental organization that conducts such activities. For purposes of this paragraph (a), a foreign non-governmental organization is a for-profit or not-for-profit non-governmental organization that is not organized under the laws of the United States, any State of the United States, the District of Columbia, or the Commonwealth of Puerto Rico, or any other territory or possession of the United States.

(2) Prior to entering into an agreement to furnish health assistance to a foreign non-governmental organization (subrecipient) under this award, the recipient must ensure that such agreement with the subrecipient includes the following terms:

(i) The subrecipient will not, while receiving assistance under this award, perform or actively promote abortion as a method of family planning in foreign countries or provide financial support to other foreign non-governmental organizations that conduct such activities;

(ii) The recipient, and authorized representatives of USAID may, at any reasonable time, announced or unannounced, consistent with 2 CFR Part 200: (A) inspect the documents and materials maintained or prepared by the subrecipient in the usual course of its operations that describe the health activities of the subrecipient, including reports, brochures, and service statistics; (B) observe the health activities conducted by the subrecipient; (C) consult with healthcare personnel of the subrecipient; and (D) obtain a copy of audited financial statements or reports of the subrecipient, as applicable;

(iii) In the event that the recipient or USAID has reasonable cause to believe that a subrecipient may have violated its undertaking not to perform or actively promote abortion as a method of family planning, the recipient will review the health program of the subrecipient to determine whether a violation of such undertaking has occurred. The subrecipient must make available to the recipient such books and records and other information as may be reasonably requested to conduct the review. USAID may review the health program of the subrecipient under these circumstances, and the subrecipient must provide access on a timely basis to USAID to such books and records and other information upon request, consistent with 2 CFR part 200;

(iv) Health assistance provided to the subrecipient under this award must be terminated if the subrecipient violates any award terms required by subparagraphs (2)(i)-(iii), above, and the subrecipient must refund to the recipient any unexpended amounts furnished to the subrecipient under this award, plus an amount equivalent to that used by the subrecipient to perform or actively promote abortion as a method of family planning while receiving funding under this award, up to the total amount of health assistance furnished to the subrecipient under this award; and

(v) The subrecipient may furnish health assistance under this award to another foreign non-governmental organization only if: (A) such foreign non-governmental organization agrees, by entering into such agreement, that it will not perform or actively promote abortion as a method of family planning in foreign countries and will not provide financial support to any other foreign non-governmental organization that conducts such activities; and (B) such foreign non-governmental organization’s agreement contains the same terms and conditions as those provided by the subrecipient to the recipient as described in subparagraphs (2)(i)-(iv), above.

(3) Where the terms and conditions of the award require USAID approval of subawards, the recipient must include a description of the due diligence

performed by the recipient on the subrecipient before furnishing health assistance under this award.

(4) The recipient is liable to USAID for a refund for a violation by the subrecipient of any requirement of this paragraph (a) only if: (i) the recipient knowingly furnishes health assistance under this award to a subrecipient that performs or actively promotes abortion as a method of family planning; or (ii) the subrecipient did not abide by its award terms required by subparagraphs (2)(i)-(iii), above, and the recipient failed to make reasonable due diligence efforts prior to furnishing health assistance to the subrecipient; or (iii) the recipient knows or has reason to know, by virtue of the monitoring that the recipient is required to perform under the terms of this award, that a subrecipient has violated any of the award terms required by subparagraphs (2)(i)-(iii), above, and the recipient fails to terminate health assistance to the subrecipient, or fails to require the subrecipient to terminate assistance furnished under a subaward that violates any award terms required by subparagraphs (2)(i)-(iii), above.

(5) The recipient acknowledges that USAID may make independent inquiries in the community served by a subrecipient under this award regarding whether such subrecipient performs or actively promotes abortion as a method of family planning.

(6) The following definitions apply for purposes of this paragraph (a):

(i) Abortion is a method of family planning when it is for the purpose of spacing births. This includes, but is not limited to, abortions performed for the physical or mental health of the mother and abortions performed for fetal abnormalities, but does not include abortions performed if the life of the mother would be endangered if the fetus were carried to term or abortions performed following rape or incest.

(ii) "To perform abortions" means to operate a facility where abortions are provided as a method of family planning. Excluded from this definition is the treatment of injuries or illnesses caused by legal or illegal abortions, for example, post-abortion care.

(iii) "To actively promote abortion" means for an organization to commit resources, financial or other, in a substantial or continuing effort to increase the availability or use of abortion as a method of family planning.

(A) This includes, but is not limited to, the following activities:

(I) Operating a service-delivery site that provides, as part of its regular program, counseling, including advice and information, regarding the benefits and/or availability of abortion as a method of family planning;

(II) Providing advice that abortion as a method of family planning is an available option or encouraging women to consider abortion (passively responding to a question regarding where a safe, legal abortion may be obtained is not considered active promotion if a woman who is already pregnant specifically asks the question, she clearly states that she has already decided to have a legal abortion, and the healthcare provider reasonably believes that the ethics of the medical profession in the host country requires a response regarding where it may be obtained safely and legally);

(III) Lobbying a foreign government to legalize or make available abortion as a method of family planning or lobbying such a government to continue the legality of abortion as a method of family planning; and

(IV) Conducting a public-information campaign in foreign countries regarding the benefits and/or availability of abortion as a method of family planning.

(B) Excluded from the definition of active promotion of abortion as a method of family planning are referrals for abortion as a result of rape or incest, or if the life of the mother would be endangered if she were to carry the fetus to term. Also excluded from this definition is the treatment of injuries or illnesses caused by legal or illegal abortions, for example, post-abortion care.

(C) Action by an individual acting in the individual's capacity shall not be attributed to an organization with which the individual is associated, provided that the individual is neither on duty nor acting on the organization's premises, and the organization neither endorses nor provides financial support for the action and takes reasonable steps to ensure that the individual does not improperly represent that he or she is acting on behalf of the organization.

(iv) Furnishing health assistance to a foreign non-governmental organization includes the transfer of funds made available under this award or goods or services financed with such funds, but does not include the purchase of goods or services from an organization or the participation of an individual in the general training programs of the recipient or subrecipient.

(v) To "control" an organization means to possess the power to direct, or cause the direction of, the management and policies of an organization.

(7) In determining whether a foreign non-governmental organization is eligible to be a subrecipient of health assistance under this award, the action of separate non-governmental organizations shall not be imputed to the sub-ecipient, unless, in the judgment of USAID, a separate non-governmental organization is being

used purposefully to avoid the provisions of this paragraph (a). Separate non-governmental organizations are those that have distinct legal existence in accordance with the laws of the countries in which they are organized. Foreign organizations that are separately organized shall not be considered separate, however, if one is controlled by the other. The recipient may request the USAID Agreement Officer's approval to treat as separate the health activities of two or more organizations, which would not be considered separate under the preceding sentence. The recipient must provide a written justification to USAID that the health activities of the organizations are sufficiently distinct to warrant not imputing the activity of one to the other.

(8) Health assistance may be furnished under this award by a recipient or subrecipient to a foreign government or parastatal even though the government or parastatal includes abortion in its health program, provided that no such assistance may be furnished under this award in support of the abortion activity of the government or parastatal and any funds transferred to the government or parastatal must be placed in a segregated account to ensure that such funds may not be used to support the abortion activity of the government or parastatal.

(9) For the avoidance of doubt, in the event of a conflict between a term of this paragraph (a) and an affirmative duty of a healthcare provider required under local law to provide counseling about and referrals for abortion as a method of family planning, compliance with such law shall not trigger a violation of this paragraph (a).

(b) This provision shall be inserted *verbatim* in subawards in accordance with the terms of paragraph (a).

[END OF PROVISION]

[END OF SECTION II]

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SECTION III: ELIGIBILITY INFORMATION

1. Eligible Applicants

Qualified U.S. and non-U.S. Non-Governmental Organizations (NGOs), U.S. Private Voluntary Organizations (PVOs), and U.S. and non-U.S. for profit firms (provided they forgo profit) may participate in this funding opportunity.

Additionally, pursuant to 2 CFR 200.400(g) and 2 CFR 700.13, it is USAID policy not to award profit under assistance instruments. However, all reasonable, allowable and allocable expenses, both direct and indirect, which are related to the Agreement program and are in accordance with applicable cost standards (2 CFR 200, 2 CFR 700, Relevant OMB Circulars, and the Federal Acquisition Regulation (FAR) Part 31 for for-profit organizations), may be reimbursed under the Agreement.

Applicants must have established financial management, monitoring and evaluation, internal control systems, and policies and procedures that comply with established U.S. Government standards, laws, and regulations. The successful Applicant(s) will be subject to a responsibility determination assessment that may entail a pre-award survey, by the Agreement Officer (AO). In the instance of a pre-award survey the AO will establish a formal survey team to conduct an examination that will determine whether the prospective Recipient has the necessary organization, experience, accounting and operational controls, and technical skills – or ability to obtain them – in order to achieve the objectives of the program and comply with the terms and conditions of the award.

USAID welcomes applications from organizations which have not previously received financial assistance from USAID. Applicants are encouraged to utilize local expertise and local institutions whenever possible in implementing the program.

Applicants are limited to submit only one application in response to this NOFO.

2. Cost Sharing or Matching

USAID does not require cost sharing under this NOFO. Nonetheless, USAID recognizes that cost sharing may be an important element of the USAID-Recipient relationship. Accordingly, USAID welcomes Applicants who will pledge their own resources towards the activities for which they seek USAID funding.

If a cost share application is accepted and made part of an award, contributions must be supported by adequate documentation, be allowable under the applicable cost principles and meet the criteria set forth in 2 CFR 200.306. In-kind contributions are allowable as cost sharing in accordance with 2 CFR 200.306. Cost sharing contributions may include volunteer services provided by professional and technical personnel; valuation of donated supplies, equipment, and other property; and, use of unrecovered indirect costs.

Funds that are paid by the Federal Government through another source may not be used by an organization in cost share calculations (see 2 CFR 200.306). Cost share contributions must be reported on a periodic basis on payment forms, and USAID has the right to reduce its share of funding if the cost share reported is less than the agreed upon percentage or amount contained in the award. Grantees should be prepared to distinguish in their reporting the outputs and outcomes that result from cost share contributions versus USAID monies. If a difference remains after an award has expired, the Recipient may be required to refund the difference.

USAID does not apply its source and nationality requirements or the restricted goods provision established in the Standard Provision "USAID Eligibility Rules for Goods and Services" to cost sharing contributions. The AO may authorize the Recipient to attribute cost sharing contributions from sub-recipients to the prime award.

3. Risk Assessment

In order for an award to be made, the USAID Agreement Officer must evaluate the risks posed by applicants as outlined in 2 CFR 200.205 and ADS 303.3.9. This means that the Applicant must possess, or must have the ability to obtain, the necessary management and technical competence to conduct the proposed program, and must agree to practice mutually agreed-upon methods of accountability for funds and other assets provided or funded by USAID.

In evaluating the risks posed by Applicants, USAID uses a risk-based approach and may consider:

i) Financial stability;

ii) Quality of management systems and ability to meet the management standards prescribed in this part;

iii) History of performance. The Applicant's record in managing Federal awards, if it is a prior Recipient of Federal awards, including timeliness of compliance with applicable reporting requirements, conformance to the terms and conditions of previous Federal awards, and if applicable, the extent to which any previously awarded amounts will be expended prior to future awards;

iv) Reports and findings from audits performed under Subpart F—Audit Requirements of this part or the reports and findings of any other available audits;

v) The Applicant's ability to effectively implement statutory, regulatory, or other requirements imposed on non-Federal entities; and

vi) That the Applicant is otherwise qualified to receive an award under applicable laws and regulations (e.g., Nondiscrimination, Lobbying, Debarment/Suspension, Terrorist Financing, etc.).

In the absence of a positive risk assessment, an award can ordinarily not be made. Awards to potential new Recipients may be significantly delayed if USAID must undertake necessary pre-award reviews of these organizations to make an adequate risk assessment. These organizations should take this into account and plan their implementation dates and activities accordingly.

[END OF SECTION III]

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SECTION IV: APPLICATION AND SUBMISSION INFORMATION

1. Agency Point of Contact

Patrick J. Kollars
Supervisory Agreement Officer
USAID/DRC Office of Acquisition and Assistance
Mobil Building, 198 Avenue Isiro
Gombe – Kinshasa, Democratic Republic of the Congo
E-mail: pkollars@usaid.gov
Phone: +243 81 555 4430
Fax +243 81 555 3528

Questions and Answers: All questions regarding this NOFO should be submitted in writing to Jonas Lunanga, Acquisition and Assistance Specialist, jlunanga@usaid.gov, copying KinshasaProposals@usaid.gov and Patrick J. Kollars, Supervisory Agreement Officer at pkollars@usaid.gov. Questions should be submitted no later than **the date and time indicated in the cover page of this NOFO,** to provide sufficient time to address the questions and incorporate the questions and answers as an amendment to this NOFO.

Any information given to a prospective Applicant concerning this NOFO will be furnished promptly to all other prospective Applicants as an amendment to this NOFO, if that information is necessary in submitting applications or if the lack of it would be prejudicial to any other prospective Applicant.

2. Content and Form of Application Submission

The Applicant is expected to review, understand, and comply with all aspects of the NOFO.

Application Format:
- All materials and supporting documentation must be in English.
- Times New Roman, 12-point font size.
- 8.5 inch by 11 inch (210 mm by 297 mm) paper.
- Single-spaced with margins no less than one inch on each border.
- Pages should be numbered consecutively.
- Technical and cost application should be separate from each other (i.e. separate documents/files).
- Text must be submitted in compatible Microsoft Word (or PDF with Optical Character Recognition) format and budgets as text accessible, Excel spreadsheets with formulas, if any, unlocked.
- Documents containing handwritten signatures may be scanned and submitted as PDF or other compatible format.

Preparation of Applications:

Each Applicant shall furnish all the information required by this NOFO. Applications shall be submitted in two separate parts: (a) Technical Application, and (b) Cost/Business Application.

Any erasures or other changes to the application must be initiated by the person signing the application. Applications signed by an agent on behalf of the Applicant shall be accompanied by evidence of that agent's authority, unless that evidence has been previously furnished to the issuing office.

Applicants who include data that they do not want disclosed to the public for any purpose or used by the U.S. Government except for evaluation purpose, should mark the title page with the following legend:

> *"This application includes data that shall not be disclosed outside the U.S. Government and shall not be duplicated, used, or disclosed – in whole or in part – for any purpose other than to evaluate this application. If, however, a grant is awarded to this Applicant as a result of—or in connection with—the submission of this data, the U.S. Government shall have the right to duplicate, use, or disclose the data to the extent provided in the resulting grant. This restriction does not limit the U.S. Government's right to use information contained in this data if it is obtained from another source without restriction. The data subject to this restriction are contained in sheets* **{insert sheet numbers}** *and, mark each sheet of data it wished to restrict with the following legend:"*
>
> *"Use or disclosure of data contained on this sheet is subject to the restriction on the title page of this application."*

Applicants should retain for their records one (1) copy of the application and all enclosures that accompany it.

3. Application Submission Procedures

It is the Applicant's responsibility to ensure that all necessary documentation is complete and received on time. USAID/DRC will only consider applications that are submitted on time, complete, and consistent with the submission requirements described in Section IV of this NOFO.

Only electronically (by email) submitted applications will be accepted. No hard copy or fax applications will be accepted. Applications must be emailed only to: Jonas Lunanga, Acquisition and Assistance Specialist, jlunanga@usaid.gov, copying KinshasaProposals@usaid.gov and Patrick J. Kollars, Supervisory Agreement Officer at pkollars@usaid.gov. Applicants may upload applications to http://www.grants.gov;

however, USAID bears no responsibility for data errors resulting from transmission or conversion processes associated with electronic submissions. Therefore, USAID requires that all applications be submitted electronically (e-mailed) to jlunanga@usaid.gov copying KinshasaProposals@usaid.gov and pkollars@usaid.gov.

Applications must be submitted by the time and date indicated on the cover sheet. USAID bears no responsibility for data errors resulting from transmission or conversion processes associated with electronic submissions. Please use the Agency Point of Contact if you experience difficulty with submission.

For an application sent by multiple emails, please indicate in the subject line of the email whether the email relates to the technical or cost application, and the desired sequence of multiple emails (if more than one is sent) and of attachments (e.g. "No. 1 of 4", etc.). For example, if your cost application is being sent in two emails, the first email should have a subject line which says: "[organization name], Cost Business Application, Part 1 of 2".

Our preference is that the technical application and the cost/business application be submitted as single email attachments, e.g. that you consolidate the various parts of a technical application into a single document before sending them. If this is not possible, please provide instructions on how to collate the attachments. USAID will not be responsible for errors in compiling electronic applications if no instructions are provided or if instructions are unclear. All applications received by the submission deadline will be reviewed for responsiveness to the NOFO and the application format. No addition or modifications will be accepted after the submission date.

After you have sent your applications electronically, immediately check your own email to confirm that the attachments you intended to send were indeed sent. If you discover an error in your transmission, please send the material again and note in the subject line and file name that it is a “corrected” submission. Do not send the same email more than once unless there has been a change, and if so, please note that it is a “corrected” email.

4. Technical Application Format

The technical application will be the most important factor for consideration in selection for award of the proposed cooperative agreement. The technical application should be specific, complete, and concise. The application should demonstrate the Applicant’s capabilities and expertise with respect to achieving the goals of this activity. The application should take into account the requirements of the activity and merit criteria found in this NOFO.

The page length of the technical application must not exceed **25 pages,** excluding annexes. Pages exceeding these limits will not be evaluated. Table of contents, dividers, charts, and maps are not subject to the page limitation. USAID encourages the Applicant to be as concise as possible and to provide only relevant information in the application.

All copies of the application must bear original signatures on the face page. This includes any pieces that may be submitted separately by third parties (e.g., references or letters confirming commitments from third parties that will be contributing a portion of any required cost sharing and/or the program implementation).

The technical application shall include the following sections:

a. **Cover Page (*not included in the page limit*)**
   - NOFO number
   - Activity title
   - Name of organization(s) submitting the application
   - Name and title of contact person within the organization(s)
   - Email address
   - Telephone and fax numbers
   - Postal and physical addresses
   - Signatures of person(s) submitting the application
   - Applicants should also state clearly whether the identified contact person has the authority to negotiate on behalf of the Applicant, or, if not, the contact information for the appropriate person with the authority to negotiate.

b. **Table of Contents (*not included in the page limit*)**

c. **Acronym List (*not included in the page limit*)**

d. **Executive Summary**

   1. Briefly describe the organization, including goal(s), purpose(s), target beneficiaries, anticipated results and outcomes;

   2. Briefly describe the relationship and/or coordination of the proposed parties involved with implementation of the program.

e. **Technical Approach**

In this section, the Applicant must demonstrate its understanding of the local context, technical requirements and development issues that the Activity aims to address; challenges, risks and opportunities related to achieving the objectives outlined in this activity description; and awareness of the roles of key stakeholders in implementation of the activity.

The application must, at a minimum, provide a full description of the proposed approach that spells out a credible strategy for achieving, or exceeding the objectives outlined in this activity description. Applicants are to thoughtfully assess the Program Description and propose solutions that take into account the development constraints and how the activity will be sustainable after USAID assistance is concluded.

Applicants must submit an illustrative Activity Monitoring, Evaluation, and Learning (MEL) plan in which they will conduct cost-effective and results-oriented monitoring that will provide USAID/DRC and the activity itself information to track progress, improve performance and effectiveness, as well as inform planning and management decisions. The draft Activity MEL Plan must include a description of the methodology for gathering and analyzing baseline data and for gathering outcome data or impact/results during each year of activity implementation.

The draft Activity MEL Plan must identify the specific indicators used to measure output, outcome and impact.

It is the Applicant's responsibility to ensure that all costs associated with the implementation of the Activity MEL Plan are included in the Cost application.

Applicants are expected to submit an illustrative first year Implementation Plan that corresponds to the technical approach being proposed.

f. **<u>Management Approach and Key Personnel</u>**

The application should include a detailed description of the proposed management approach for implementing the activity, including a description of each team member's role. The management approach should include:

- A strong and sustained field presence, including offices and project managers based in Bukavu, South Kivu and Goma, North Kivu, with access to communities where activities are being implemented. The applicant may propose a main project office in either city with a second satellite office in the other based on criteria including geographic site selection, and existing infrastructure that may represent significant cost savings to the government.
- Evident capability to carry out the objectives of this activity successfully, to include cost and quality control of all tasks and assignments undertaken to achieve the program's objectives.
- Demonstrated technical capabilities within the team and/or partners in the following areas: gender-based violence prevention, response, and stigma reduction for reintegration, health systems strengthening, community-based development, community empowerment, literacy and numeracy training, conflict analysis, multi-stakeholder coordination, psychosocial treatment,

formal and traditional justice, and community-based conflict resolution. Rigorous monitoring and evaluation and knowledge management skills and capacity should also be demonstrated.

- Demonstrated ability to mobilize quickly and sustain interventions in conflict and post conflict settings similar to North and South Kivu.
- Gender-balance.

The applicant may propose its own staffing plans and personnel (to be submitted in Appendix D) needed to effectively implement the award, but at minimum should identify the following key personnel as part of the application: (1) the Chief of Party (COP); and (2) a GBV technical advisor; (3) a Financial Manager; and (4) an Monitoring and Evaluation Specialist. A gender-balanced and diverse management team is encouraged. Due to the operating environment, and multiple donors/implementers coordinating on this issue, the leadership team may need to travel and coordinate remotely with other GBV actors. Key personnel should be able to travel frequently throughout the target health zones.

The successful candidates should have the demonstrated ability to work effectively with many types of people including USAID and other U.S. Government representatives, officials from various levels of local governments and traditional leaders, military (U.S. and host-nation), conservation actors, humanitarian and advocacy NGOs, diplomats and development professionals from other donors, MONUSCO, UN country team members, and others.

Prior to replacing any of the specified individuals identified in the NOFO, the implementing partner should immediately notify the Agreement Officer at the USAID/DRC Mission, or her/his designated representative, reasonably in advance and submit written justification (including proposed substitutions) in sufficient detail to permit evaluation of the result of this change on the activity. No replacement of key personnel should be made without the written consent of the Agreement Officer. Individual position descriptions for Key Personnel are as follows:

(1) **Chief of Party:** The COP is responsible for the overall management of C-GBV and is the lead liaison with USAID. S/he is directly responsible for implementation of the three objectives, effective and compliant reporting and M&E. The COP maintains relationships with USAID, implementing partners and the GDRC, provide overall program leadership, promote innovative strategies to include women and marginalized groups, and be responsible for establishing and maintaining administrative and organizational structures. Minimum qualifications:

- Master's degree (or equivalent) in social work, public health, international development, public/business administration, other social sciences or field of study closely related to the work required. 15 years of relevant experience can be substituted for a Master's degree.

- 10 years of relevant management supervisory and technical experience with progressive responsibility culminating with leadership roles in activities that are of similar scope and scale to this activity.
- Experience implementing community-based or gender-based violence programming, as well as cross-sectoral activities in agriculture, health, education, economic growth, or governance is preferred.
- Experience in sub-Saharan Africa, and in complex, politically charged, unstable environments.
- Professional level written and oral English, proficient written and oral French are both required (FSI 3/3 and equivalent skill level).

(2) **Gender-Based Violence Technical Advisor:** The Gender-Based Violence Technical Advisor supports the COP and project management team to ensure best practices are implemented to prevent incidence, respond to survivor needs, and reduce stigma to reintegrate survivors into the community. The Advisor is equipped to inform the team of pertinent laws and policies, appropriate practices, and cultural norms. The Advisor can identify individuals or organizations that are either demonstrating a high level of success, or are failing to meet minimum standards for project implementation. The Advisor connects the team to local resources that can be leveraged to strengthen interventions. S/he is also able to identify irregularities in project performance and data and suggest modifications and solutions. Minimum qualifications:

- 10 years of experience implementing gender-based violence interventions; five of which are with international non-governmental organizations implementing similar-sized, donor-funded projects.
- Experience in a similarly conflict-affected environment. DRC experience highly preferred.
- Bachelor’s degree (or equivalent) in social work, law, public health, development or other social science or related field.
- Professional level written and oral French (FSI 3/3 and equivalent skill level), proficient written and oral English (FSI 2/2 and equivalent skill level).
- Congolese citizen preferred.

(3) **Finance Manager**: The finance and compliance manager supports the COP and project management team in overseeing all financial management and internal control and financial compliance aspects of C-GBV in accordance with USAID and partner regulations. S/he would report directly to the COP and supervises the ICT, procurement, operations, sub-grantees, and logistics offices. Minimum qualifications:

- 5 years of experience in overseas financial management of similar-sized donor-funded projects.

- Experience in Africa, particularly in Central or West Africa or other conflict-affected country.
- Bachelor's degree (or equivalent) in business, finance, accounting, or related field.
- Professional level written and oral French (FSI 3/3 and equivalent skill level), proficient written and oral English (FSI 2/2 and equivalent skill level).
- Congolese citizen preferred.

(4) **Monitoring and Evaluation Specialist:** The M&E Specialist supports the COP and project management team in compiling and managing project data. S/he oversees the standards of data quality: accuracy, validity, reliability, timeliness and integrity. S/he works independently and resists outside attempts to influence data reporting. Minimum qualifications:

- 5 years of experience with international non-governmental organizations implementing similar-sized, donor-funded projects.
- Experience in Africa, in a conflict-affected environment.
- Bachelor's degree (or equivalent) in statistics, computer programming, database management, political science, economics, or related field.
- Demonstrated experience using gender-sensitive M&E methodologies, inclusive of marginalized populations.
- Professional level written and oral French (FSI 3/3 and equivalent skill level), proficient written and oral English (FSI 2/2 and equivalent skill level.
- Congolese citizen preferred.

g. **<u>Past Performance</u>**

Applicants must describe five (5) programs/projects/activities in which the primary Applicant (as well as five (5) programs/projects/activities for any partners substantially involved in implementation, i.e. receiving 25% or more of the total proposed activity cost) implemented similar programs. Detailed and specific past performance information should be provided as explained below under "Appendix A" – Relevant Past Performance Information. The Applicant should address any relevant performance issues related to past performance. USAID may contact references and use the past performance data regarding the organization, along with other information to determine the applicant's past performance. The Government reserves the right to obtain information for use in the evaluation of past performance from any and all sources inside or outside the Government.

h. **Sustainability**

Applicants must describe the extent to which the proposed technical approach demonstrates potential for sustainability beyond the life of the activity. This includes how the activity will create community buy-in and ownership, how the activity will provide lasting benefits to communities, and how the activity will involve local non-governmental organizations.

i. Appendices

Appendices must include and are limited to ONLY the following (Appendices are separate documents from the 25 page Technical Application page limitation):

Appendix A - Relevant Past Performance Information Applicants must provide evidence of relevant past performance and clearly describe examples of successful development and implementation of programs similar to what is required under this NOFO. Applicants must submit a list of the five (5) most recent U.S. Government or other donor funded contracts, grants, cooperative agreements, etc. Include the following for each award:

- Name of awarding organization or agency;
- Address of awarding organization or agency;
- Place of performance of services or program;
- Award number;
- Amount of award;
- Period of Performance (begin and end dates of services/program);
- Name, current telephone number, current fax number, and email address (if one is available) of a responsible technical representative (project officer, activity manager or other contact person) of that organization or agency; and
- Brief description of the program.

The same information should be provided for every partner organization that would represent 25% or more of the total proposed project cost.

Appendix B – Resumes/CVs for Key Personnel This section should include resumes for all Key Personnel candidates. Each resume may not exceed three (3) pages in length and the experience section must be in chronological order starting with most recent experience. Each resume for the proposed Key Personnel positions must be accompanied by a signed Letter of Commitment from each candidate indicating his/her: (a) availability to serve in the stated position, in terms of days after award; (b) intention to serve for a stated term of the service; and (c) agreement to the compensation levels which correspond to the levels set forth in the cost application.

Appendix C - Illustrative Monitoring, Evaluation, and Learning (MEL) Plan

Appendix D - Staffing Plan

Appendix E - Illustrative First Year Implementation Plan

Appendix F – Geographic maps, if relevant

Appendix G - Conflict or Do No Harm Analysis. The applicant should describe the methodology for ensuring a Do No Harm approach is used, and opportunities to promote peacebuilding are identified.

Appendix I - Gender Analysis. The applicant should describe the methods used to assess the current gender relationships and status in target communities and identify the potential impacts of project implementation by gender.

5. Cost/Business Application Format

USAID/DRC will perform an extensive cost and business analysis for the apparently successful Applicant(s). Therefore, the budget information required from the apparently successful Applicant should be in enough detail for USAID to determine whether the proposed costs for the Applicant's program are allocable, allowable and reasonable. The cost/business application is to be submitted under a separate cover from the technical application and the applicant is to use the attached mandatory budget template (Attachment 1).

It is the Applicant's responsibility to ensure that all necessary documentation is complete and received on time.

It is USAID policy not to burden Applicants with undue reporting requirements, so Applicants should limit their submission with the information that is readily available through other sources for certain of the documents that are required to be submitted by Applicants in order for the Agreement Officer to make a determination of responsibility.

There is no page limit on the cost/business application. However, unnecessarily elaborate brochures or other presentations beyond those sufficient to present a complete and effective application in response to this NOFO is not desired. Elaborate art work and expensive visual or other presentation aids are neither necessary nor wanted.

The following sections describe the documentation that the Applicants must submit to USAID prior to award. While there is no page limit for the cost/business application, Applicants are encouraged to be as concise as possible, but to provide the necessary details to address the following.

a. Budget Narrative and Justification

The cost/business application should include a detailed budget narrative and justification that describes the total amount for implementation of the proposed activity. Please see the attached mandatory budget template to be submitted by the Applicant. The budget narrative should provide information regarding the basis of estimate for each line item, including reference to sources used to substantiate the cost estimate (e.g. the organization’s relevant policies, payroll documents, vendor quotes, etc.).

Applicants have discretion in how to allocate budgeted resources between the Intermediate Results described in Section I (Program Description), so long as sufficient resources are dedicated to achieve each Intermediate Result.

b. **SF-424 and SF-424A Forms**

The Applicant must sign and submit the SF-424 and SF-424A standard forms. These forms can be accessed electronically at https://apply07.grants.gov/apply/FormLinks?family=15

c. **Detailed Budget**

In addition to the budget narrative and justification, Applicants must submit a detailed budget for each activity year that includes the budget categories shown on the SF-424A Form and is attached as the mandatory budget template. The budget should be presented in Microsoft Excel format and should provide in detail the total costs for implementation of the activity. The *Mandatory Detailed Budget Template* to be used is provided as Attachment1 to this NOFO.

Applicants must provide a breakdown of all costs associated with the activity according to the costs of, if applicable, headquarters, regional, and country offices.

d. **Local Staffing Costs**

Below is a table representing the different professional levels and the corresponding pay range for the USAID Mission in the DRC. This table is provided as guidance to the prospective Applicants on what may be considered a reasonable cost for their local staffing:

Professional Level	Basic Salary		Allowances	
	Min	Max	Min	Max
12	$ 56,712	$ 87,907	$ 24,643	$ 35,452
11	$ 40,983	$ 63,525	$ 19,570	$ 27,639
10	$ 32,430	$ 50,280	$ 16,876	$ 23,395
9	$ 25,144	$ 38,965	$ 10,563	$ 15,400

7-8	$ 16,810	$ 28,555	$ 8,117	$ 11,930
5-6	$ 13,034	$ 22,062	$ 7,110	$ 9,883
3-4	$ 10,771	$ 18,209	$ 6,308	$ 8,667
1-2	$ 9,077	$ 15,322	$ 5,857	$ 7,756

e. **Contractors and/or Sub-awardees**

Applicants who intend to rely on partner organizations, contractors or sub-awardees must indicate the extent intended and a complete cost breakdown. Extensive contracts/agreement financial plans should follow the same cost format as submitted by the primary Applicant.

The Applicant should provide a breakdown of all costs according to each partner organization, contract or sub-awardee.

Pursuant to 2 CFR 200, "contract" means a legal instrument by which the Applicant purchases property or services needed to carry out the project or program under a resulting award. The term does not include a legal instrument when the substance of the transaction meets the definition of a Federal award or sub-award (see § 200.92 Sub-award), even if the Applicant considers it a contract. The Applicant must describe the work to be performed, the risk borne by the contractor, the contractor's investment, the amount of subcontracting proposed by the contractor, and the quality of its record of past performance for similar work. For-profit contract organizations that work under the award and do not meet the above definition of a sub-awardee are eligible for profit/fee.

If the Applicant has established a consortium or another legal relationship among its partners, the cost/business application must include a copy of the legal relationship between the parties. The agreement should include a full discussion of the relationship between the Applicant and sub- Applicant(s), including identification of the Applicant with whom USAID will work for purposes of agreement administration, identity of the Applicant that will have accounting responsibility, how agreement effort will be allocated, and the express agreement of the principals thereto to be held jointly and severely liable for the acts or omissions of the other.

f. **Negotiated Indirect Cost Rate Agreement (NICRA)**

The Applicant must submit a NICRA if the organization has such an agreement with an agency or department of the U.S. Government. If no NICRA is in effect, the Applicant should submit both of the following:

- Reviewed financial statements that provide the user with comfort that, based on the accountant's review, the accountant is not aware of any material modifications that should be made to the financial statements for the statements to be in conformity with the applicable financial reporting framework. During a review engagement, the accountant obtains limited assurance that there are no material modifications that should be made to the financial statements. Therefore, the objective of a review of the financial statements is to obtain limited assurance that there are no material modifications that should be made to the financial statements. A review does not contemplate obtaining an understanding of the entity's internal control; assessing fraud risk; testing accounting records; or other procedures ordinarily performed in an audit. The certified public accountant issues a report stating the review was performed in accordance with Statements on Standards for Accounting and Review Services; that management is responsible for the preparation and fair presentation of the financial statements in accordance with the applicable financial reporting framework and for designing, implementing and maintaining internal control relevant to the preparation.

Audited financial statements that provide the user with the auditor's opinion that the financial statements are presented fairly, in all material respects, in conformity with the applicable financial reporting framework. In an audit, the auditor is required by auditing standards generally accepted in the United States of America (GAAS) to obtain an understanding of the entity's internal control and assess fraud risk. The auditor also corroborates the amounts and disclosures included in the financial statements by obtaining audit evidence through inquiry, physical inspection, observation, third-party confirmations, examination, analytical procedures and other procedures. The auditor issues a report that states that the audit was conducted in accordance with GAAS, the financial statements are the responsibility of management, provides an opinion that the financial statements present fairly in all material respects the financial position of the company and the results of operations are in conformity with the applicable financial reporting framework (or issues a qualified opinion if the financial statements are not in conformity with the applicable financial reporting framework. The auditor may also issue a disclaimer of opinion or an adverse opinion if appropriate).The Application should not include compiled financial statements. Compiled financial statements are not accepted because the accountant does not obtain or provide any assurance that there are no material modifications that should be made to the financial statements. That is, USAID/DRC has no assurance that the organization is misrepresenting its costs on compiled financial statements, which puts the Agency at risk.

g. **Cost Sharing**

Cost sharing for this award is suggested, but not required and thus is not evaluated. If the Applicant intends to use cost sharing, the application should include an estimate of the amount of cost-sharing resources to be mobilized over the life of the Agreement, should specify the sources of such resources, and should indicate the basis of calculation in the budget narrative. Applicants should also provide a breakdown of the cost share (financial and in-kind contributions) of all organizations involved in implementing the resulting Cooperative Agreement.

h. **The Cost/Business Application Should Contain the Budget Categories as Shown on the SF-424A Form:**

Direct Labor: Direct salaries, wages and annual increases for all personnel proposed under the application shall be in accordance with the Applicant's established personnel policies. To be considered adequate, the policies must be in writing, applicable to all employees of the organization, is subject to review and approval at a high enough organizational level to assure its uniform enforcement, and result in costs which are reasonable and allowable in accordance with applicable cost principles. The narrative should include a level of effort analysis specifying personnel, rate of compensation, and amount of time proposed. Anticipated salary increases during the period of the agreement should be included.

Allowances must be broken down by specific type and by person and must be in accordance with the Applicant's established policies.

Fringe Benefits: Fringe benefits should be based on the Applicant's audited fringe benefit rate, supported by a Negotiated Indirect Cost Rate Agreement (NICRA) or historical cost data. If the latter is used, the budget narrative should include a detailed breakdown comprised of all items of fringe benefits (e.g. unemployment insurance, workers compensation, health and life insurance, retirement, FICA, etc.) and the costs of each, expressed in dollars and as a percentage of salaries.

Supplies and Equipment: Differentiate between expendable supplies and nonexpendable equipment, (NOTE: Equipment is defined as tangible nonexpendable personal property including exempt property charged directly to the award having a useful life of more than one year and an acquisition cost of $5,000 or more per unit, unless the Applicant's established policy establishes nonexpendable equipment anticipated to be required to implement the program, specifying quantities and unit cost).

Travel and Per Diem: The narrative should indicate number of trips, domestic and international, and the estimated unit cost of each travel in accordance with the Technical Application. Proposed per diem rates must be in accordance with the Applicant’s established policies and practices that are uniformly applied to federally-financed and other activities of the Applicant.

Other Direct Costs: This could include any miscellaneous costs such as office rent and utilities, communications, transportations, supplies, public outreach, audits, report preparation costs, passports, visas, medical exams and inoculations, insurance (other than the Applicant's normal coverage), etc. The narrative, or supporting schedule, should provide a complete breakdown and support for each item of other direct costs.

Proposed Sub-awards (contracts/grants) (if any): Applicants who intend to utilize subawardees who will be substantially involved in implementation (i.e. receiving 25% or more of the total proposed project cost), should indicate the extent intended and a complete cost breakdown, as well as all the information required herein for the Applicant. Subawards cost applications should follow the same cost format as submitted by the Applicant.

i. **Assurances, Certifications and Representations, Evidence of Responsibility, and Certificate of Compliance**

The cost/business application should include:

- Required Assurances, Certifications, and Representations: In addition to the certifications included in the Standard Form 424, any U.S. and/or non-U.S. organizations submitting applications in response to this NOFO must provide the Agreement Officer with the "Certifications, Assurances, and Other Statements of the Recipient and Solicitation Standard Provision." The signed and dated printout must then be submitted with the application *as an annex* to the Cost/Business Application. Original signed hardcopy of the certifications will be requested from the successful Applicant prior to the agreement award. Please see: https://www.usaid.gov/sites/default/files/documents/1868/303mav.pdf

- Evidence of Responsibility: The Agreement Officer requires sufficient evidence to determine that the Applicant:
  - Has adequate financial resources or the ability to obtain such resources as required during the performance of the award;
  - Has the ability to comply with the award conditions, taking into account all existing and currently prospective commitments of the Applicant;
  - Has a satisfactory record of performance. Past relevant unsatisfactory performance is ordinarily sufficient to justify a finding of non-responsibility, unless there is clear evidence of subsequent satisfactory performance;
  - Has a satisfactory record of integrity and business ethics;
  - Is otherwise qualified and eligible to receive a Cooperative Agreement under applicable laws and regulations (e.g. Equal Employment Opportunity).

- Certificate of Compliance: Please submit a copy of your Certificate of Compliance if your organization's systems have been certified by USAID/Washington's Office of Acquisition and Assistance (M/OAA).

- Organizational Information: Applicants are also required to provide the following organizational information (If applicable):
    - Type of Organization;
    - The name and title of individuals authorized to sign the Cooperative Agreement;
    - Taxpayer Identification Number (TIN), if applicable;
    - System for Award Management (SAM) registration status;
    - Data Universal Numbering System (DUNS) Number;
    - Letter of Credit (LOC) Number, if applicable; and
    - Estimated costs of communications products that are anticipated under the Cooperative Agreement.

j. **Unique Entity Identifier and System for Award Management (SAM)**

USAID may not provide an award to an Applicant until the Applicant has complied with all applicable unique entity identifier and SAM requirements, and if an Applicant has not fully complied with the requirements by the time the Federal awarding agency is ready to make a Federal award, the Federal awarding agency may determine that the Applicant is not qualified to receive a Federal award and use that determination as a basis for making a Federal award to another Applicant.

To comply with Dun and Bradstreet and SAM.gov requirements, the Applicant must:

- Be registered in SAM before submitting its application. SAM is streamlining processes, eliminating the need to enter the same data multiple times, and consolidating hosting to make the process of doing business with the government more efficient.
- Provide a valid unique entity identifier in its application.
- Continue to maintain an active SAM registration with current information at all times during which it has an active Federal award or an application or plan under consideration by a Federal awarding agency.

k. **Potential Request for Additional Documentation**

Upon consideration of award or during the negotiations leading to an award, Applicants may be required to submit additional documentation deemed necessary for the Agreement Officer to make an affirmative determination of responsibility. However, it is USAID policy not to burden Applicants with undue reporting requirements if that information is readily available through other sources. Applicants should not submit the information below with their applications. The information below is provided so that Applicants may become familiar with additional documentation that may be requested by the Agreement Officer.

The information submitted should substantiate:

- By-laws, constitution, and articles of incorporation, if applicable.
- Whether the organizational travel, procurement, financial management, accounting manual and personnel policies and procedures, especially regarding salary, promotion, leave, differentials, etc., submitted under this section have been reviewed and approved by any agency of the Federal Government, and if so, provide the name, address, and phone number of the cognizant reviewing official. The Applicant should provide copies of the same.
- The Branding Strategy and Marking Plan should not be submitted at this time. The Agreement Officer will ask only the apparently successful Applicant(s) to provide this.
-

l. **Late or Incomplete Submissions**

Applications received after the closing date, as provided in the NOFO, will be considered late and will not be considered.

6. Funding Restrictions

No reimbursement of pre-award costs is allowable under this funding opportunity unless otherwise authorized by the Agreement Officer by issuance of a pre-award expenses letter. In line with 2 CFR 200.209 and 200.458 Pre-award costs states: “Pre-award costs are those incurred prior to the effective date of the Federal award directly pursuant to the negotiation and in anticipation of the Federal award where such costs are necessary for efficient and timely performance of the scope of work. Such costs are allowable only to the extent that they would have been allowable if incurred after the date of the Federal award and only with the written approval of the Federal awarding agency.”

USAID policy is not to award profit under assistance instruments. However, all reasonable, allocable and allowable expenses, both direct and indirect, which are related to the agreement program and are in accordance with applicable cost principle under 2 CFR 200 Subpart E. of the Uniform Administrative Requirements may be paid under the anticipated award.

[END OF SECTION IV]

SECTION V: APPLICATION REVIEW INFORMATION

1. Selection Criteria

Applications will be evaluated in accordance with the Technical Evaluation Criteria set forth below. Thereafter, the cost application of all Applicants submitting a responsive application will be separately evaluated for reasonableness, allowability, and allocability. While technical criteria are paramount, cost considerations may also be a factor for award.

The technical applications will be screened by a Technical Evaluation Panel, and the Agreement Officer will make the final decision on the award. Following the review of the applications, a letter will be sent to all Applicants detailing the outcome of the review. USAID reserves the right to determine the final funding level of the resultant award, which will be determined in part by the availability of funds.

2. Review and Selection Process

Applications will be reviewed to ensure they have met all the required elements as set forth in Section IV to be determined by the Agreement Officer to be responsive to the NOFO. The application must be directly responsive to the terms, conditions, guidelines and provisions of this NOFO to be assured for consideration. Applications not conforming to this NOFO may be categorized as not meeting the minimum requirements of the Government, thereby eliminating them from further consideration.

a. Merit Review

USAID will conduct a merit review of all applications received that comply with the instructions and meet the eligibility requirements of this NOFO. Responsive applications will be reviewed and evaluated in accordance with the following criteria shown in descending order of importance.

Technical Approach (Maximum = 40 points)
The extent to which the proposed technical approach convincingly demonstrates the Applicant’s understanding of the local context, technical requirements and development issues that the Activity aims to address; challenges, risks and opportunities related to achieving the objectives outlined in this activity description; and coordination with USAID’s activities and with other key stakeholders in the region. This includes contingency plans that account for various security scenarios and a detailed description of how lessons learned and analysis will feed into USAID’s and other stakeholders’ C-GBV efforts.

Management and Key Personnel (30 points) Extent to which the Applicant demonstrates the institutional capability to effectively implement this activity, including: technical expertise: a sound management and staffing plan: financial management: logistics: security: and an illustrative MEL plan that demonstrates how the Applicant proposes to effectively measure changes in target communities' perceptions and behavior attributed to the activity. Extent to which the proposed staffing plan, including the proposed Key Personnel, convincingly demonstrate the ability to successfully and effectively implement the proposed program. This will also include the extent to which the key personnel have relevant qualifications, skills and experience that meet or exceed the requirements. Whether the staffing plan articulates clear roles and responsibilities for personnel with defined lines of management and oversight as well will contribute to the successful implementation of this activity.
Past performance (20 points) Extent to which the Applicant demonstrates previous or ongoing experience in achieving results on similar programs, as reflected in both the Applicant's institutional record and the experience of key personnel. This includes a proven track record of achieving results through community-based protection and recovery programs in an unpredictable security environment, problem-solving on logistical and physical access challenges in remote and insecure areas, and coordinating effectively with a wide and diverse range of stakeholders. Please provide five (5) references that USAID can use to verify past performance. An Applicant's performance will not be evaluated favorably or unfavorably when: 1. The offeror lacks relevant performance history, 2. Information on performance is not available, or 3. The offeror is a member of a class of Applicants where there is provision not to rate the class against a sub factor. When this occurs, an Applicant lacking relevant performance history is assigned a "neutral" rating and will not be evaluated favorably or unfavorably on performance. Prior to assigning a "neutral" past performance rating, the contracting officer may take into account a broad range of information related to an applicant's performance.
Sustainability (10 Points) Extent to which the proposed technical approach demonstrates potential for sustainability beyond the life of the activity. This includes how the activity will create community buy-in and ownership, how the activity will provide lasting benefits to communities, and how the activity will involve local non-governmental organizations.

Applicants are reminded that the U.S. Government is not obligated to make an award on the basis of lowest proposed cost or to the Applicant with the highest technical evaluation score.

b. Cost Evaluation

While cost is less important than technical factors and is not weighted, the cost applications of the apparently successful technical applications will be evaluated for cost effectiveness. Other key considerations during the cost evaluation include cost effectiveness, the completeness of the application, adequacy of budget detail, and consistency with elements of the technical application. In addition, the organization must demonstrate adequate financial management capability in order to be measured for a responsibility determination.

The application with the lowest estimated cost may not be selected if award to a higher priced technical application offers a greater overall benefit for the activity. All evaluation factors other than cost or price, when combined, are significantly more important than cost. However, the estimated cost to the U.S. Government increases in importance as competing applications approach equivalence and may become the deciding factor when technical applications are approximately equivalent in merit.

Cost estimates will be analyzed as part of the application evaluation process. Proposed costs may be adjusted for purposes of evaluation, based on results of the cost analysis and its assessment of reasonableness, completeness, and credibility.

Cost sharing is suggested, but not required under this NOFO, thus will not be evaluated. The Applicant should account for any cost sharing in its application. Leveraged non-USAID resources from private firms and institutions, direct funding, beneficiary contributions, in-kind assistance, or a combination thereof may be considered part of cost share. USAID shall make the final determination and assess whether or not the Applicant’s cost share contributions (e.g. categories or items) meet the standards set in 2 CFR 200.

[END OF SECTION V]

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SECTION VI: FEDERAL AWARD ADMINISTRATION INFORMATION

1. Federal Award Notices

The successful Applicant(s) will receive a notice of award signed by the Agreement Officer as the authorizing document.

Award of the agreement contemplated by this NOFO cannot be made until funds have been appropriated, allocated and committed through internal USAID procedures. While USAID anticipates that these procedures will be successfully completed, potential Applicants are hereby notified of these requirements and conditions for the award. The Agreement Officer is the only individual who may legally commit the Government to the expenditure of public funds. No costs chargeable to the proposed agreement may be incurred before receipt of either a fully executed agreement or a specific, written authorization from the Agreement Officer.

2. Administrative & National Policy Requirements

For further information on how the award will be administered, please see the applicable provisions:

> Award to U.S. organizations will be administered using 2 CFR 700, 2 CFR 200, and the governing Standard Provision is covered by ADS 303maa, Standard Provisions for U.S. Non-governmental Organizations are applicable, and found via the following link: https://www.usaid.gov/ads/policy/300/303maa
>
> For non-U.S. organizations, the prevailing Standard Provision consists of ADS 303mab, Standard Provisions for Non-U.S. Non-governmental Organizations: https://www.usaid.gov/ads/policy/300/303mab

The electronic copies of the 2 CFR 200 and 2 CFR 700, respectively, are accessible via the following links:

> For 2 CFR 200:
> https://www.ecfr.gov/cgi-bin/text-idx?tpl=/ecfrbrowse/Title02/2cfr200_main_02.tpl
>
> For 2 CFR 700:
> https://www.ecfr.gov/cgi-bin/text-idx?SID=531ffcc47b660d86ca8bbc5a64eed128&mc=true&node=pt2.1.700&rgn=div5

The applicable standard provisions will be attached to the final award document.

3. **Reporting Requirements.**

Pursuant to 2 CFR 200.327: "Unless otherwise approved by OMB, the Federal awarding agency may solicit only the standard, OMB-approved government-wide data elements for collection of financial information (at time of publication the Federal Financial Report or such future collections as may be approved by OMB and listed on the OMB Web site).

This information must be collected with the frequency required by the terms and conditions of the Federal award, but no less frequently than annually nor more frequently than quarterly except in unusual circumstances, for example where more frequent reporting is necessary for the effective monitoring of the Federal award or could significantly affect program outcomes, and preferably in coordination with performance reporting."

Financial Reporting:

Financial reports will be due on a quarterly basis and will include budget versus the actual expenditures, along with a brief analysis of any variance. Reporting periods will coincide with the USAID/DRC fiscal year quarters, with reports due no later than forty five (45) days after the end of each quarter, i.e. due dates on February 15th , May 15th , August 15th and November 15th.

a. The recipient(s) must submit the Federal Financial Form (SF-425) on a quarterly basis via electronic format to the U.S. Department of Health and Human Services (http://www.dpm.psc.gov). The recipient(s) must submit a copy of the Federal Financial Report (FFR) SF-425 at the same time to the Agreement Officer (AO) and the Agreement Officer's Representative (AOR). Financial Reports shall be in keeping with 2 CFR
200.327. The Recipient(s) must also submit an electronic copy of the quarterly and final reports to the Controller, USAID/DRC/OFM, at KinshasaOFM@usaid.gov.

b. The recipient(s) must also submit an electronic copy of all final financial reports to USAID/Washington, M/CFO/CMPLOC Unit, Agreement Officer, and the AOR. The recipient must submit an electronic version of the final Federal Financial Report (SF-425) to U.S. Department of Health and Human Services in accordance with paragraph (a) above. (Such the reporting requirements serve in liquidating payments).

The SF 425 form and instructions are available on GRANTS.GOV website.

Performance Reporting:

The Recipient shall submit an electronic copy of the following reports in English to the Agreement Officer Representative (AOR) for approval:

a. Annual Implementation Plans and Budgets

- Draft Initial Implementation Plan: The Draft Initial Implementation Plan must be submitted as an annex to the technical application. After award, a revised Initial Implementation Plan is due 30 days after the end of the initial research phase on a date to be agreed with the AOR, but no later than September 30, 2017. Attached to the Initial Implementation Plan, the Recipient will provide a MEL Plan. USAID will provide written comments to the Recipient. Should the Initial Implementation Plan or the MEL Plan require further revision, the Recipient will revise and submit the revised implementation plan no later than 15 days after receipt of comments. If acceptable, the USAID Agreement Officer Representative (AOR) will provide a written approval of the final Initial Implementation Plan to the Recipient. Failure to have an approved implementation plan in place may be viewed as a failure to comply with essential terms and conditions of the award. Significant revisions to the approved implementation plan will require the additional written approval of the AOR (and may require a revision to the approved MEL Plan.

- Implementation plans will identify a logical sequence of steps to be undertaken to implement each program component and must include an associated timetable. The Recipient may not include activities in the implementation plan that fall outside the parameters of the program description. The Recipient's annual implementation plan will describe how the Recipient intends to organize the upcoming fiscal year's work including setting activity priorities and how the Recipient will organize responsibilities amongst Recipient staff to ensure accomplishment of the tasks. The implementation plan will address how the Recipient will make effective use of any time during which counterparts are not readily accessible or actively engaged such as holidays.

- The Implementation Plan, at a minimum, is to include:
  - A systematic presentation (i.e., Gantt chart) of activities to be accomplished under the different components and sub- components, on a monthly basis;
  - The proposed location of the activity;
  - The anticipated outputs and outcomes from each activity conducted;
  - The anticipated level of effort required from program technical staff and financial resources required to complete the tasks in the form of a budgetary forecast;
  - The identification of any assumptions used in preparing the implementation plan, as well as suggested alternatives if necessary;
  - The anticipated risks with regard to achieving the anticipated objectives of the program and how they will be mitigated; and

– Any specific award terms or conditions that interfere with maximizing the developmental impact of the award.

- Annual Implementation Plans: Subsequent annual implementation plans will cover each fiscal year (October 1 – September 30) and are due no later than 30 days before the beginning of each USG fiscal year (October 1), to ensure that the new implementation plan will be in place prior to commencement of the new fiscal year. These plans will follow the same format as the initial implementation plan and should also include an updated MEL Plan, if appropriate. The subsequent annual implementation plan shall include program adjustments reflecting lessons learned from prior year implementation.

- Modifications Based on Security, Coordination, and Collaborative Learning: Note that the Applicant might need to modify work plans from time to time based on coordination and collaborative learning efforts described in Section I (Activity Description) and due to changes in the security situation. These modifications shall be determined in collaboration with the AOR.

b. Monitoring, Evaluation and Learning MEL Plan

- The Recipient is required to have a MEL Plan capable of tracking and documenting progress against activity components. The MEL Plan should cover the entire life cycle from the award date through the estimated completion date and may be adjusted based on any changes in planned activities. The MEL Plan should reflect the award progress over the life of the activity and it is considered a critical tool for planning, managing, documenting, and evaluating performance. The MEL Plan should be reviewed and validated annually, and revised if appropriate.

- The MEL Plan is due no later than 90 days after the effective date of this award.

- The MEL Plan must be based on the illustrative plan submitted with the Applicant's proposal, but include edits to coordinate with counter-wildlife trafficking programming, and as directed by USAID. The MEL Plan will include:

    1. Program Briefer: and introduction about the program deliverables/results and explanation of various MEL parts of the document.
    2. A Results Framework (RF) and simplified Foreign Assistance Framework that reflect the objectives described in the award;
    3. The indicators that will be used to assess progress towards the Program goals and intermediate results;
    4. Methodology and plan for data collection, review, analysis, reporting and internal control system, and the parties responsible for data collection and analysis. Indicators tracking table that includes all indicators with targets for various fiscal years, sex disaggregation, and baseline data or

the plan and timeline for gathering the baseline data;
5. The estimated cost associated with implementing this Program MEL Plan;
6. The Data Quality Assessment (DQA) plan and procedures;
7. The Evaluation Plan and how the evaluation results will be used to inform Program implementation; and
8. A description of how gender considerations will be integrated into program implementation and the monitoring and evaluation.

c. Quarterly and Annual Reports

- The Recipient will submit quarterly performance reports and financial allocation summaries to USAID to reflect progress and activities of the preceding quarter. The report will describe the tasks completed in the last quarter relative to what was anticipated by the approved implementation plan, and will assess overall impact to date relative to the performance indicator targets.

- The quarterly reports will highlight any issues or problems affecting the schedule or impact of services provided by the Recipient. The reports will include financial information on the expenses incurred, available funding for the remainder of the activity and any variances from planned expenditures. All data and output reporting will disaggregate data by gender. Quarterly performance reports will present progress on all activities and will include the following information, at a minimum:
    1. Brief outline of purpose and approach;
    2. Overall status of progress towards objectives (narrative);
    3. Status of overall progress per the approved indicators as defined in the MEL Plan ;
    4. Summary of completed activities and progress towards results under this award during the timeframe of the report;
    5. List of reports/deliverables completed in the reporting period;
    6. Explanation of quantifiable outputs of the tasks, if appropriate and applicable;
    7. Reasons why established targets were not met, if appropriate;
    8. Description of any short-term consultants' progress and observations, identifying any significant issues, and a description of follow-on activities;
    9. Status of budget expenditures and analysis of any cost overruns or high unit costs (the Recipient shall immediately notify USAID of developments that have a significant impact on award-supported activities);
    10. Identification of problems, delays or adverse conditions that impair the ability to meet the objectives of the award, including a statement of the action taken or contemplated, and any assistance

needed to resolve the situation;

11. List of major activities planned for the next quarter;
12. The use of Small and Disadvantaged Business relative to the target identified, if applicable;
13. Any relevant constraints or impediments that have affected or will affect Program performance, including any terms and conditions contained in the award;
14. Programed USAID approvals, waivers or deviation requests anticipated during the next quarter;
15. The status of required audit processes including for sub-awardees, if applicable.

- There will be four reports due each year. The reports will be due no later than December 31, March 31, June 30, and September 30 of each year.

- USAID encourages the recipient to provide photographs, maps, and other graphics that can support the Agency's outreach to the U.S. Government and other stakeholders.

- The Annual Report will cover all of the items included in the quarterly reports, with a focus on results over the entire award fiscal year. The annual report will be used by USAID to assess the status of the activity in relation to the time remaining for performance. Each annual report will include an assessment as to whether the objective of the award will be accomplished within the remaining time and available resources. The Recipient must submit annual reports in lieu of the 4th quarterly report each year to the AOR and to the Agreement Officer. The annual report must be submitted no later than 30 days after the end of each fiscal year other than the last year of contract performance, when the final report will be submitted.

d. Demobilization Plan

- The Plan will include, at a minimum, an illustrative Property Disposition Plan addressing all requirements under contractual and local law for the transfer of property; a plan for the phase out of the award's operations; a delivery schedule for all reports or other deliverables required under the award; and a timeline for completing all required actions in the Demobilization Plan, including the submission date of the final Property Disposition Plan to the Agreement Officer.

- Both the illustrative and final Property Disposition Plans must include the inventory schedule required by 2 CFR 200.313, a plan for the disposition of property to eligible parties and a timeline for the disposition of such property. In addition, the Recipient will describe how all required prime and sub-award audits will be conducted after the demobilization of the Recipient. The Demobilization

Plan must be approved in writing by the AOR and the Agreement Officer.

- The Plan is due not less than four months prior to the completion date of the award; the Recipient must submit a Demobilization Plan.

e. Program Final Reports

- The Final Report will provide a summary description of all work performed under the award and a substantive discussion of results achieved (as measured by performance indicator). The Final Report should include the final status of each component objective, the status of indicators relative to the established targets, lessons learned, ways to resolve any constraints identified, any opportunities for further refinement, enhancement, logical extension, or expansion of the completed work and how it fits into USAID's strategic objectives, any perceived problems, vulnerabilities, or weaknesses in the assistance provided, with recommendations for addressing the identified weaknesses, and a summary of lessons learned, and any particularly important success stories. The final report must also contain an index of all reports and informational products produced under this program.

- Along with the Final Report, a CD-ROM depository must be submitted, containing all written documents, reports and presentations. The depository must be organized in a user-friendly and searchable manner.

- The Final Report is due no later than 90 calendar days after the completion date of this award.

4. Development Experience Clearinghouse Requirements

Development experience is the cumulative knowledge derived from the planning, design, implementation, evaluation, and results of international development assistance programs. The repository for USAID’s cumulative knowledge is the Development Experience Clearinghouse (DEC), the largest online resource of USAID-funded technical and programmatic materials.

The products of development activities include many types of materials: text, images, video, audio, maps, charts, and raw data. All of these products, except structured data or datasets (CSV, JSON, XML, etc.), must be submitted for inclusion in the DEC database. Raw data created or obtained with USAID funding must be submitted to the Development Data Library (DDL) in compliance with ADS 579, USAID Development Data. ADS Chapter 540 only covers the submission of information products to the DEC.

Materials must be submitted through the public-facing and searchable DEC Web site (https://dec.usaid.gov/dec/content/submit.aspx) or through the U.S. Postal Service delivery to the following address:

USAID Development Experience
Clearinghouse M/CIO/ITSD/KM
Ronald Reagan Building M. 01-010
U.S. Agency for International Development
Washington, DC 20523-6100

Note: Mail sent to USAID via the US Postal Service undergoes security and irradiation processing. To send sensitive items, like CDs or DVDs, please contact the DEC team at ksc@usaid.gov to arrange delivery. For questions on DEC submissions, contact:

Knowledge Service Center
M/CIO/ITSD/KM/DEC
Telephone: +1 202-712-
0579 Email:
ksc@usaid.gov

5. Branding and Marking:

Applicants are not required to submit a Branding and Marking plan with their applications. However, Applicants are requested to note that in accordance with 2 CFR 700.16 USAID will require the submission of a Branding Strategy and a Marking Plan prior to award. The Marking Plan may include a request for approval of one or more exceptions to the marking requirements in 2 CFR 700.16 The AO evaluates the Branding Strategy and Marking Plan (including any requests for exceptions) for approval consistent with the regulations contained in AAPD 05-11, 2 CFR 700.16, and ADS 320.

It is a Federal statutory and regulatory requirement (see Section 641, Foreign Assistance Act of 1961 as amended and 2 CFR 700.16) that all overseas programs, projects, activities, public communications, and commodities that USAID partially or fully funds under an assistance award or sub-award must be appropriately marked with the USAID identity. Under 2 CFR 700.16, USAID requires the submission of a Branding Strategy and a Marking Plan by the “apparently successful Applicant.” The apparently successful Applicant’s proposed Marking Plan may include a request for approval of one or more exceptions to the marking requirements in 2 CFR 700.16.

The apparently successful Applicant will develop a Branding Strategy and Marking Plan(BS&MP) to ensure the program and publicity materials clearly communicate that assistance from the U.S. Government is made possible by the generous support of the American people. Successful recipients will agree to follow the branding strategy and marking policies established for assistance awards under ADS Chapter 320. The details of these policies and the official USAID Graphic Standards Manual, which includes guidelines on proper logo use and positioning, verbal branding and attribution, and cobranding with implementing partner logos can be found on the USAID website at www.usaid.gov/branding. Adhering to these guidelines in the ADS and the Graphic Standards Manual are compulsory for all USAID funded program and communications materials.

USAID will notify the apparently successful Applicant for the draft BS&MP. The approved BS&MP will be attached with the award.

If the Administrator has provided a written determination for use of an additional or substitute logo or seal and tagline representing a presidential initiative or other high level interagency federal initiative, identify the alternate branding and marking standards to be used in the award see 2 CFR 700.16 or, for non-U.S. organizations, see the provision entitled "Marking and Public Communications Under USAID-Funded Assistance."

The AO reviews and approves the apparently successful Applicant's Branding Strategy and Marking Plan (including any requests for exceptions), consistent with the provisions "Branding Strategy," "Marking Plan," contained in the Certifications, Assurances, Other Statement of the Recipient and Solicitation Standard Provisions, and "Marking and Public Communications Under USAID-funded Assistance" contained in ADS 303maa, Standard Provisions for U.S. Nongovernmental Recipients and ADS 303mab, Standard Provisions for Non-U.S. Nongovernmental Organizations, 2 CFR 700.16, and ADS 320, Branding and Marking.

In contrast to "exceptions" to marking requirements, waivers to these requirements based on circumstances in the host country must be approved by the cognizant Mission Director or other USAID principal officer [see 2 CFR 700.16(5)].

Any questions about the applicability of either the Standard Provisions or 2 CFR 700.16 may be directed to General Counsel/Acquisition & Assistance (GC/A&A) or USAID's Senior Advisor on Brand Management.

6. Environmental Compliance:

The following details how the USAID will ensure environmental soundness and compliance in design and implementation in accordance with the 22 CFR 216's determination (https://www.usaid.gov/our_work/environment/compliance/22cfr216).

The Foreign Assistance Act of 1961, as amended, Section 117 requires that the impact of USAID's activities on the environment be considered and that USAID include environmental sustainability as a central consideration in designing and carrying out its development programs. This mandate is codified in Federal Regulations (22 CFR 216) and in USAID's Automated Directives System (ADS), Parts 201.5.10g and 204 (https://www.usaid.gov/sites/default/files/documents/1870/200.pdf), which in part require that the potential environmental impacts of USAID-financed activities are identified prior to a final decision to proceed and that appropriate environmental safeguards are adopted for all activities.

The recipient(s)'s environmental compliance obligations under these regulations and procedures are specified in the following paragraphs:

- No activity funded under an agreement will be implemented unless an environmental threshold determination, as defined by 22 CFR 216, has been reached for that activity, as documented in a Request for Categorical Exclusion (RCE), Initial Environmental Examination (IEE), or Environmental Assessment (EA) duly signed by the Bureau Environmental Officer (BEO). Hereinafter, such documents are described as "approved Regulation 216 environmental documentation."

- In addition, the recipient(s) must comply with host country environmental regulations unless otherwise directed in writing by USAID. In case of conflict between host country and USAID regulations, the latter shall govern.

- The Initial Environmental Evaluation (IEE) recommended a categorical exclusion for all activities except for medical service provision. These activities received a negative determination contingent on waste disposal training for providers. Under the IEE, the *Negative Determination with Conditions* indicates that if these are implemented subject to the specified conditions, they are expected to have no significant adverse effect on the environment. The recipient(s) shall be responsible for implementing all IEE conditions pertaining to activities to be funded under this Agreement.

- As part of its initial Work Plan, and all Annual Work Plans thereafter, the implementing partner in collaboration with the USAID Agreement Officer's Representative (AOR) and Mission Environmental Officer or Bureau Environmental Officer, as appropriate, shall review all ongoing and planned activities to determine if they are within the scope of the approved Regulation 216 environmental documentation.

- If the recipient(s) plans any new activities outside the scope of the approved Regulation 216 environmental documentation, it shall prepare an amendment to the documentation for USAID review and approval. No such new activities shall be undertaken prior to receiving written USAID approval of environmental documentation amendments.

- Any ongoing activities found to be outside the scope of the approved Regulation 216 environmental documentation shall be halted until an amendment to the documentation is submitted and written approval is received from USAID.

Unless the approved Regulation 216 documentation contains a complete environmental **mitigation and monitoring plan** (EMMP) or a project **mitigation and monitoring**

(M&M) plan, the recipient(s) shall prepare an EMMP or M&M Plan describing how the Recipient(s) will, in specific terms, implement all IEE and/or EA conditions that apply to proposed project activities within the scope of the award. The EMMP or M&M Plan shall include monitoring the implementation of the conditions and their effectiveness.

- Integrate a completed EMMP or M&M Plan into subsequent Annual Work Plans into the initial work plan.

- Integrate an EMMP or M&M Plan into subsequent Annual Work Plans, making any necessary adjustments to activity implementation in order to minimize adverse impacts to the environment.

[END OF SECTION VI]

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SECTION VII: FEDERAL AWARDING AGENCY CONTACT(S)

The contact information, names and addresses of point of contacts, for this NOFO is as follows:

1. Agreement Officer for the Award(s) resulting from this NOFO:

Patrick J. Kollars
Supervisory Agreement Officer
Office of Acquisition and Assistance
USAID/DRC
E-mail Address: pkollars@usaid.gov

2. Point of Contact for Questions while the NOFO is open:

Jonas Lunanga
Acquisition and Assistance Specialist
Office of Acquisition and Assistance
USAID/DRC
Email: jlunanga@usaid.gov copying KinshasaProposals@usaid.gov

[END OF SECTION VII]

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SECTION VIII: OTHER INFORMATION

USAID reserves the right to fund any or none of the applications submitted.

[END OF SECTION VIII]

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ATTACHMENT 1

MANDATORY BUDGET TEMPLATE

The mandatory budget template is provided separately in an excel file.