Andre-Guy Soh

Digitally signed by Andre-Guy Soh
Date: 2023.08.28 09:33:11 -05'00'

NOFO NO. 72052723RFA00002 - GOVERNANCE FOR THE PEOPLE ACTIVITY
AMENDMENT No 1

The purpose of this amendment is to (1) summarize the content of the conversation held during the post solicitation conference of August 24, 2023, (2) publish the complete list of answers to all questions received in phase 1; and (3) share the resulting conformed solicitation. The conformed solicitation shows in track changes, and in red text – all changes made to the solicitation as a result of the two events mentioned above.

I. SUMMARY OF POST SOLICITATION CONFERENCE

a. The Agreement Officer shed more light on the concept behind the Declaration of Programmatic Objectives (DOPO) by stating that USAID purposefully refrained from recommending the manner in which programmatic objectives will be accomplished. Similarly to Statement of Objectives in Acquisition, the DOPO tells the applicant what its high levels objectives are, outlines a few key considerations that are important to USAID, and it is the applicant's responsibility to translate that into implementation ideas, interventions, strategies.
b. The Agreement Officer insisted that the applicant must convince the technical reviewer of the validity, realism and reasonableness of the approach they offer to meet the objectives of the solicitation.
c. The AO encourage all applicants to carefully review the entire solicitation and to familiarize themselves with all the key considerations as well as the evaluation criteria.
d. Among other things, the Agreement Officer recommended that applicants:
    a. Submit their applications before 5 PM on the 18.
    b. Respect the page limit and font requirements.
    c. Clearly present how their combined experiences (both institutional and individual) strengthens their application.
    d. Follow Generally Acceptable Accounting Practices (GAAP) and their internal organizational policies and practices when preparing their cost applications.

II. PHASE ONE QUESTIONS AND ANSWERS

QUESTION 1:

Context:

Como parte de la información para el ENVÍO DEL CORREO ELECTRÓNICO (numeral 1 del literal III de la sección D) se menciona que el correo electrónico debe contener los siguientes archivos adjuntos:

● Anexo I: Hoja de información básica y la Nota conceptual (no debe exceder 11 páginas)

● Anexo II: Resumen de la propuesta de presupuesto presentada en una tabla de Excel (consulte el Anexo VI) con una narrativa presupuestaria de dos páginas en Microsoft Word (consulte el Anexo V) que cubra los 5 años de implementación.

● Anexo III: Resúmenes de al menos 3 proyectos actuales o pasados relacionados con el enfoque de esta convocatoria e implementados por la organización principal y de sus principales socios. La información debe describir las fuentes de financiamiento, los principales objetivos y actividades del proyecto y los resultados logrados. El solicitante puede usar no más de 2 páginas por proyecto.

Adicionalmente como parte de la PREPARACIÓN DE LA APLICACIÓN DE LA PRIMERA FASE (numeral 2 del literal III de la sección D) se detalla la cantidad de páginas para:

1. Información básica: 1 página
2. Enfoque técnico: 10 páginas
3. Enfoque de gestión: 3 páginas
4. Propuesta de presupuesto: 2 páginas
5. Experiencia previa: Sin límite de páginas

A partir de lo mencionado, se puede deducir que:

- El Anexo I incluye la información básica y enfoque técnico (numerales 1 y 2)
- El Anexo II incluye la propuesta de presupuesto (numeral 4
- El anexo III incluye la experiencia previa (numeral 5).

¿El Enfoque de gestión (Numeral 3), en cuál de los 3 anexos lo ubicamos?

ANSWER 1:
USAID made an error here. The concept note should not exceed 11 pages in total - that is including both the technical and management sections. The budget narrative should not exceed 2 pages. And past experience does not count toward the page limit. The NOFO is being modified to reflect this adjustment.

QUESTION 2: (Second Part of Question 1):
Si la respuesta a la primera pregunta es que debemos incluirlo en el Anexo I, entonces ¿la cantidad de hojas máximas de este anexo sería de 14?

ANSWER 2:
The concept note should not exceed 11 pages.

QUESTION 3:
En el numeral 1 del literal III de la sección D, se indica que, como parte de la experiencia, se debe presentar al menos 3 proyectos relacionados con el enfoque.

Adicionalmente, en el numeral 5 (Experiencia previa) del numeral 2 del literal III de la sección D se indica que, como parte de la experiencia, se debe presentar no más de tres proyectos.
Cómo parte del sustento de experiencia ¿Cuántos proyectos se deben presentar como mínimo y como máximo?

ANSWER 3:
This language has been corrected in the NOFO. The requirement is for at least 3 current or past projects going back no more than 8 years. There is no maximum limit.

QUESTION 4:
Context:
En el quinto párrafo de la sección E, se indica que la experiencia que se evalúa es tanto de las instituciones como la del equipo de implementación
Adicionalmente, en el numeral 1 (Criterios de evaluación) de la sección E, se indica que uno de los aspectos que se evalúan es que la experiencia exitosa, la misma que se califica como "confianza alta" si es por 4 años o más.
¿La cantidad de años de experiencia relevante y exitosa de una sola persona, que forma parte del equipo implementador, tiene la misma ponderación que la cantidad de años de experiencia exitosa y relevante de una institución?

ANSWER 4:
Both types of experiences are important. Institutional experience is nevertheless more important for the simple reason that no human endeavor should solely rely on an individual, no matter their skill set and experiences. The applicant will have to demonstrate to the reviewer that the mix of experiences it presents is a reasonable and realistic predictor of successful implementation of a project the size of "governance for the people."

QUESTION 5:
Does the prohibition for exclusive teaming arrangements cover only the prime and its proposed partners or does it also cover key personnel?
ANSWER 5:
It covers both.

QUESTION 6:
About Section C: ELIGIBILITY INFORMATION on page 13 and Section RAA.6. UNIVERSAL ENTITY IDENTIFIER (UEI) AND SYSTEM FOR AWARD MANAGEMENT (SAM) (DECEMBER 2022) on page 78: Could USAID please confirm that the requirement for an active SAM registration applies to the prime applicant only and not to its proposed partners?

ANSWER 6:
USAID confirms that SAM registration requirements apply to the prime ONLY. Prime must ensure that its subrecipients have a valid UEI.

QUESTION 7:
Section III. APPLICATION SUBMISSION AND PREPARATION INSTRUCTIONS FOR PHASE ONE (I), subsection 1. APPLICATION SUBMISSION IN PHASE ONE on page 16, the NOFO states that

Attachment II, Summary cost application, should use the excel table template included in Annex VI and the budget narrative should use the Microsoft Word template included in Annex V. Could USAID please confirm whether applicants must fill out exactly all the sections and follow the structure of the Excel table template in Annex VI for Phase One concept notes or should that level of detail be expected for Phase Two full applications instead?

ANSWER 7:
The fully detailed budget should be presented in Phase 2. In this phase, the applicant must present the minimum amount of information needed to evaluate whether the proposal is realistic.

QUESTION 8:
About Leverage: Section C: ELIGIBILITY INFORMATION, subsection III. Leverage, on page 15 and Annex II Definitions on page 94 do not specify whether funding from other international cooperation counts as leverage. Could USAID confirm whether funds from other donors (i.e. non-USAID or any other US agency) can be considered as leverage?

ANSWER 8:
Funding from any non-US Government can be considered leverage.

QUESTION 9:

For Phase 1, the solicited previous experience does not mention previous years. For Phase 2, it indicates that previous experience should be within the last 5 to 8 years. Does this also apply to Phase 1?

ANSWER 9:
This language has been revised and now reads " within the last 8 years." And yes, the same past experience requirements apply to both phases of the solicitation.

QUESTION 10:

We understand that during Phase 1, as well as in Phase 2, the most relevant experience of the consortium organizations can be included, with Phase 1 requiring the selection of only three. Is the above correct?

ANSWER 10:

This language has been revised in the solicitation. Three (3) is the minimum requirement and applicants may present more.

QUESTION 11:
In Phase 1, should only the experience of the leading institution be included, or that of the entire consortium?

ANSWER 11:
The strength of a concept note is directly correlated with the strength of the combined experiences of the applicant and its subpartners.

QUESTION 12:
Should the list of districts/localities be included and counted in the pages of the conceptual note? A list of 60 districts can take up a lot of space. Can applicants include this link to the cloud?

ANSWER 12:
Applicants may present the list of selected regions and districts in an annex. This annex will not count towards the page limitation.

QUESTION 13:
Regarding the key personnel who will be assigned full-time to the project (core team at 8 hours per day), is it possible to keep them under a 5th category contract (payroll)? Peruvian regulations require payroll applications based on personnel's dedication time.

ANSWER 13:
Staffing plans must be reasonable and realistic for the technical approach proposed by the applicant. Similarly, in making staffing plans and decisions, applicants must abide by Peruvian laws and follow their organizations' policies.

QUESTION 14:
In the payroll cost for the key personnel, is the payment of extraordinary bonuses allowed? Would they be accepted as eligible expenses?

ANSWER 14:
Bonuses authorized by Peruvian Labor Laws are considered reasonable. Applicants must demonstrate that payment of other types of bonuses is rooted in its culture and policies.

QUESTION 15:
We are in the process of reactivating our registration in SAM. How long does this process typically take?

ANSWER 15:

This question should be addressed to SAM.gov.

QUESTION 16:
In relation to "Summaries of at least 3 current or past projects related to the focus of this solicitation and implemented by the prime and their main partners" (p. 17), does this refer to projects presented by all partners together or can these be individual projects? Are you looking for experience that the partners have together?

ANSWER 16:
It depends. In this section, applicants are expected to illustrate how the experience they present, whether derived solely from the prime or from both the prime and its subrecipients, serves as a robust indicator of prospective successful implementation of an activity the size of "Governance for the People."

QUESTION 17:
Is there a specific format to present Phase One?

ANSWER 17:
The question is unclear. The solicitation has clear instructions on how to present concept notes and cost applications in phase one.

QUESTION 18:
What theory of change model or methodology will be implemented? Should it be used from the territorial perspective of MEF (Ministry of finance and economy)?

ANSWER 18:
TOC and methodology to implement this activity will be proposed by the applicant. References to the MEF methodology in the solicitation are for informational purposes. There are other methodologies used by other public entities. The applicant is required to propose its own theory of change, which in turn should inform its territorial approach.

QUESTION 19:
What does USAID consider as a success in a project of these conditions? What does USAID expect at the end of the next 05 years?

ANSWER 19:
The applicant must propose and justify success based on its approach.

QUESTION 20:
What does USAID consider as a deficient capacity of services about the state? Which kind of indicators are considered to indicate that they are not? What is the time frame of reference? How often are they being measured?

ANSWER 20:
USAID currently uses statistics produced by GOP, such as the ENAHO,(Encuesta Nacional de Hogares) INEI poverty statistics, World Bank index on governance, ProEtica Surveys, among others, etc. USAID expects the applicant to propose a comprehensive strategy to measure changes in the service delivery capacity in the targeted localities.

QUESTION 21:
Which criteria was used by USAID to identify the 60 districts? USAID will provide a list of the districts or the applicant entity will have to propose this list, based on criteria defined in mutual agreement with USAID?

ANSWER 21:
It is the applicant's responsibility to present a geographic approach and to propose municipalities it plans to work with.

QUESTION 22:
Will an ex ante (baseline), during, and ex post evaluation (impact evaluation) have to be executed or implemented as a project activity?

ANSWER 22:
As written, the solicitation does not envision nor discourage such an evaluation.

QUESTION 23:
If third parties are contracted to implement project activities, should they be exclusively from the United States?

ANSWER 23:
No.

QUESTION 24:
In terms of project management, is a Tax refund being contemplated? If so, should it be "reinvested" in the project?

ANSWER 24:
USAID has internal processes for handling tax refunds. This will be discussed once the apparently successful applicant is selected.

QUESTION 25:
What mechanism of results will be used by USAID? Which institutions will be in charge and how often the monitoring will be performed?

ANSWER 25:
USAID has mechanisms for monitoring its activities across the country and in the region. Each activity has unique monitoring requirements.

QUESTION 26:
On page 16, the NOFO stated that "Applications must be in Microsoft Word, be in English Language, Calibri font, 12 point, single spaced, one-inch margins, with pages numbered consecutively." Does the font size also apply to tables, graphics, references, footers and headers? Would USAID accept a small font size for these elements?

ANSWER 26:
Yes, applicants may use a 10 point font for graphics, tables, references etc. USAID cautions applicants against heavily relying on annexes and other references in their applications. USAID reviewers are not required to read them to evaluate applications.

QUESTION 27:
Budget Narrative Template: The budget narrative template provided in the NOFO seems to be a template for the full proposal as the format is quite detailed with 10 pages long. At this concept stage (phase one), the page limit specified in the NOFO for the budget narrative is only 2 pages. Please clarify or provide an alternative template.

ANSWER 27:
Applicants may adapt the template as they see fit. It is presented as a resource and a guide. Only 2 pages are required for phase 1 budget narrative.

QUESTION 28:
Budget Excel Table: Can USAID clarify if only the summary table on the attached Annex VI template's "Summary" tab is required for the concept stage (phase one) submission? Can USAID also clarify if the Budget Narrative should correspond only to the summary table on the Annex VI template's "Summary" tab?

ANSWER 28:
Applicants may adapt the template as they see fit. It is presented as a resource and a guide. Only 2 pages are required for phase 1 budget narrative.

QUESTION 29:
Can USAID please clarify if the approximate funding amount of USD 12,000,000 includes or does not include the national taxes?

ANSWER 29:
VAT is included.

QUESTION 30:
Is it possible to increase the budget for the project?

ANSWER 30:
No.

QUESTION 31:
Can USAID please clarify if the amount of money delivered in the grant for the local entity is subject to exemption from IGV or IGV must be charged to the budget?

ANSWER 31:
IGV is charged but reimbursed.

QUESTION 32:
Regarding IGV recovery, is the fund considered a national or international fund? That is, can we recover IGV being a university?

ANSWER 32:
Yes.

QUESTION 33:
What is the estimated start date of the project? Could you estimate processes and estimated times of the process until the signing of the agreement?

ANSWER 33:
TBD

QUESTION 34:
Will the co-design process be carried out during the inception stage, or should we consider additional months to co-create the proposal with USAID and then carry out the inception stage?

ANSWER 34:
The inception phase occurs after an award is formally signed. During this phase, the selected implementer partner will work with USAID and key GOP entities to validate its proposal, make adjustments, and secure the buy-in of key stakeholders etc. After the inception phase, collaboration and partnership will continue throughout the life of the activity.

QUESTION 35:
Is it possible for USAID to transfer the funds directly to each partner participating in a consortium?

ANSWER 35:
No. USAID only has a relationship with the prime.

QUESTION 36:
Do you have limits for the Overhead on the Indirect Costs? Has USAID established a % of the costs? How much is the % of the overhead costs? This applies for the Prime Grantee and Subgrantee?

ANSWER 36:
Applicants may use the 10% de minimis rate when they do not have a negotiated indirect cost rate with the US Government.

QUESTION 37:
Is there a limit on costs for the Management Team?

ANSWER 37:
They must be reasonable and realistic for the approach proposed.

QUESTION 38::
Can we include MOUs signed with different associations from the private sector or CSO in the application?

ANSWER 38:
Yes, if you deem it important for understanding and evaluating the approach you propose.

QUESTION 39:
Does the project encompass as part of its long-term sustainability beyond the project's horizon the transfer of the platforms and tools used for the next 5 years after the project?

ANSWER 39:
It is unclear what platform and/or tools refers to in this question. Nevertheless, USAID welcomes any proposal that ensures the transfer and adoption of knowledge and resources generated through its activities.

QUESTION 40:
Is the primary goal to enhance public service delivery in regions that are affected by climate change and illicit activities, or to achieve improvements in public services that could impact in the long-term those indicators related to climate change and illicit activities?

ANSWER 40:
USAID purposefully refrained from defining primary goals.

QUESTION 41:
Is it possible for the local organization that applies to this call as an implementing partner to also apply as an implementing partner to other USAID calls?

ANSWER 41:
Yes, check eligibility requirements for all solicitations.

QUESTION 42:
Is it possible for a local organization that wins the role of Implementing Partner in this call to apply and obtain funds for the implementation of another project in that same role?

ANSWER 42:
Yes.

QUESTION 43:
Is it possible to present as past experience several small projects carried out in different years and financial sources but under the same theme / program?

ANSWER 43:
Yes.

QUESTION 44:
Is it possible for one of the consortium organizations to be the financial manager of the project while another member is the grant holder? Is it possible to outsource the financial administration of the project?

ANSWER 44:
Yes. It is possible to contract out services that benefit the prime such as financial services.

QUESTION 45:
Is there an English level requirement for key personnel?

ANSWER 45:
The applicant is required to propose key personnel positions. The applicant must also describe their roles, and the main qualifications requirements. See Section D, IV, 2.3(e). Nevertheless, because of reporting, compliance and communication requirements, it is important that key personnel have a solid command of the English Language - written and spoken.

QUESTION 46:
Page 2 of the NOFO indicates “Exclusive teaming arrangements are prohibited” Could you explain the prohibition in more detail?

ANSWER 46:
Teaming agreements are exclusive when two or more parties promise or undertake to work exclusively with one another during the preparation and submission of an application. When this happens, an expert may not be able to have their name on two or more applications, or an organization may not collaborate with two or more organizations and as a result, may not be proposed as subrecipient under more than one application. These arrangements may distort competition and affect proposal quality and cost.

QUESTION 47:
STATEMENT: Page 9, Section A, VIII.1 Building in previous and current efforts, indicates “USAID is also currently implementing the Transparent Public Investment (TPI) activity…” Could you provide any relevant documentation related to this activity?

ANSWER 47:
This question lacks clarity but applicant may find TPI publication in www.dec.usaid.gov

QUESTION 48:
STATEMENT: Page 18, Section D, III.2.3. Management Approach indicates “d. Suggested key personnel and position descriptions”.
Does this mean only the position title and descriptions of the key personnel, or are the names and CVs of the proposed key personnel also required?

ANSWER 48:
Applicants may only present title and description of key personnel roles and responsibilities. Applicants may present names if they have already identified individuals that may fill those positions. In the second case, CVs must accompany the names.

QUESTION 49.a:
STATEMENT: Page 90, regarding RAA.13. LIMITATION ON SUBAWARDS TO NON-LOCAL ENTITIES (JULY 2014), indicates "(a) By submission of an application and execution of the award, the applicant/recipient agrees that at least fifty (50) percent of the cost of award performance incurred for personnel must be expended for employees of the prime/local entity".
Does the concept "personnel" include only "payroll personnel" or include consultants?

ANSWER 49.a:
Personnel does not include consultants. The term personnel in this context refers to employees of the prime implementer.

QUESTION 49.b:
Regarding the 50% of the cost incurred for personnel must be expended by the prime/local entity or by the prime and other local entities?

ANSWER 49.b:
In this case, 50% of the cost of award performance incurred for personnel must be expended on employees of the prime.

QUESTION 50:
It is indicated that applicants must be registered in SAM and have the UEI. In the case of Consortiums, do all members of the consortium have to meet both requirements or only Prime?

ANSWER 50:
All applicants must be actively registered in SAM. Subrecipients need only to have a valid UEI. These are mandatory requirements.

QUESTION 51:
In the case of subcontractors, can the SAM registration be pending during the evaluation period of phase I of the proposal?

ANSWER 51:
The answer to the question is no. All applicants and their subrecipients must comply with SAM and UEI requirements to be eligible.

It is important to provide the following clarification:

A subcontract is a very specific contractual tool in US Government Acquisition. Subcontracts only exist under a contract. The award resulting from this procurement will be a cooperative agreement, not a contract.

Below are the contracting tools that can be considered under a cooperative agreement:

Sub-award: This is an award that helps the prime meet the objectives of the award by carrying out a portion of the work. Their services directly benefit the public. Recipients of a subaward are referred to as subawardees or subrecipients and are paid through subaward agreements with the prime.

Contract: the prime under this award can enter into a contract with a third party entity to provide goods and services for the prime's own use (e.g., information technology services, auditing, accounting, and janitorial services). Recipients of contracts under a cooperative agreement are referred to as contractors and are paid through procurement contracts signed with the prime.

QUESTION 52:
In the TDR they indicate that the main costs must be included, with summary notes, that do not exceed 2 pages. But they ask for a breakdown table to be included on major cost elements, but in the Grants.Gov it includes quite extensive budget and example description formats. Please clarify if only the budget summary and its description should be attached and not the details by prime and sub-contractors as included in the Grants.gov Excel file?

ANSWER 52:
Only a summary budget is required in phase 1. That is the first tab in the budget template offered in Annex VI. Details for all organizations are not required at this stage.

QUESTION 53:
Regarding the regions, is it expected that all activities will be implemented in every region? Could a set of activities be proposed in each region and group of municipalities, according to the specific needs of each territory?

ANSWER 53:
USAID is purposefully refraining from imposing geographies to applicants. USAID has clearly outlined several considerations the applicant must take into account in deciding its geographic approach and focus. So, the answer to the question is yes, an applicant can propose a set of activities in each region and groups of municipalities. The justification presented for such an approach is the key to understanding and evaluating its merit.

QUESTION 54:
Given the publication date of the NOFO and the deadline for proposal submission, is it possible to extend the deadline for the submission of the initial proposal?

ANSWER 54:
The submission deadline for concepts in the first phase is now Monday September 18, 2023 by 5 PM local time.

QUESTION 55:
Are the 60 municipalities mentioned in point 3 of the programmatic principles (Strategic Geographic Focus) provincial or district municipalities? Are there any special requirements or a minimum number of provincial and district municipalities?

ANSWER 55:
The solicitation expects and requires the applicant to make its own geographic determination and justify it convincingly.

QUESTION 56:
If there is a previously approved NICRA, is it possible to apply the same rate to the project budget for all the partners?

ANSWER 56:
Negotiated indirect cost rates (NICRA) are specific to institutions. So, organization A cannot use organization B's NICRA. When an organization does not have a NICRA, USG regulations recommends the use of the de minimis rate of 10%.

QUESTION 57:
Is it necessary to attach at this stage agreements or arrangements between potential partners to go together on the proposal?

ANSWER 57:
No, it is not necessary.

QUESTION 58:
What is the expected timeframe for the start of operations?

ANSWER 58:
TBD.

QUESTION 59:
Does moving to the inception stage represent being selected as an implementing consortium? What percentage of the budget should be considered for the inception stage?

ANSWER 59:
Yes, the inception phase will only occur after a formal agreement has been signed between USAID and a prime. Applicants are required to propose their approach to implementing this crucial component of the future activity, and as such are also required to cost it out.

QUESTION 60:
What is the maximum percentage of ICR that can be considered for budgeting? Can the percentage of ICR of sub-grantees be higher?

ANSWER 60:
Assuming that ICR is Indirect Cost Rate - see Question 56.

QUESTION 61:
Is there a list of suggested indicators to include in this proposal?

ANSWER 61:
See requirement under technical approach - applicants are required to present illustrative indicators that reflect their technical approach and the objectives they will attempt to achieve.

QUESTION 62:
When referring to continuity of projects implemented by USAID, should the proposal stick to the 8 regions mentioned in the call for proposals?

ANSWER 62:
Yes, USAID expects interventions to occur within these eight regions, each applicant using its own unique approach.

QUESTION 63:
USAID has previously stated that non-local organizations are not eligible to apply as Primes for this opportunity, but that they can be subcontracted by eligible local organizations where they offer unique value add. USAID also indicated that this is possible also on the condition that the non-local organization does not assume a 'dominant' role in delivery. Please kindly indicate what the maximum percentage of a proposed program budget can be considered for a non-local organization for this opportunity?

ANSWER 63:
No single entity should perform more than 50% of the work. No more than 30% of the budget should be allocated to a single subrecipient for work contributing to the federal award objectives, excluding contracts for services benefiting the prime.

QUESTION 64:
Eligibility information states that - if decided to propose leverage- applicants should include leverage amounts (in-kind or cash) in their cost applications for phases I and II. Does this mean that leverage amounts have to be presented in the Prime's same categories?

ANSWER 64:
Leverage can be presented anywhere in the cost application. Applicants may add a category that captures total leverage amount in subrecipients budgets and in the summary tab. Only the summary tab is required for phase 1 submission.

QUESTION 65:
If the Prime is part of a consortium, does leverage have to be detailed per each consortium member?

ANSWER 65:
No, applicants may present leverage in any manner they want. Also see question 64 above.

QUESTION 66:
Can public resources be included as leverage? (e.g. raise in public investment)

ANSWER 66:
The answer is yes, if those resources are raised to specifically support the USAID funded activity. Earmarked funds may not be used as leverage. A local government donating office space to an entity for the purpose of implementing a USAID funded project is a good example of in-kind leverage contribution.

QUESTION 67:
Can the proposal include cost share? Should such costs be detailed per consortium member?

ANSWER 67:
Cost share is not a requirement under this notice of funding opportunity.

QUESTION 68:
Can the project include utilities expenses such as electricity, water, phone bills, internet, mobile communications, e-learning platform expenses, office rental, sanitary protocols, video-conference services, among others? Should such expenses be categorized as Indirect Costs or as Other Direct Costs?

ANSWER 68:
Cost applications should not deviate from an organization's traditional accounting practices and treatment of certain cost categories. For example - there are mobile communication costs that could be charged as direct costs, and others that could be covered under indirect costs. The answer is - it depends.

QUESTION 69:
Is there a maximum overhead rate?

ANSWER 69:
No, applicants must follow their organization's accounting practices and cost categorizations. Organizations without a NICRA may elect to use the 10% de minimis rate.

QUESTION 70:
In which category should project activity costs be included?

ANSWER 70:
Applicants may customize the budget template as they see fit.

QUESTION 71:
En las regiones prioritarias predominan actividades ilícitas, está comprendido costos de seguridad para el personal del prime y asociados que hace trabajo de campo. ¿El seguro de vida sería un costo directo?

ANSWER 71:
Sí se puede considerar dentro del presupuesto.

QUESTION 72:
¿una institución socia extranjera tiene más peso que una peruana?

ANSWER 72:
No. Es difícil definir a qué se refiere con "peso." Los sub-convenios complementan la implementación de la actividad.

PREGUNTA 73:
Quisiera saber si es muy importante que en la "teoría de cambio" haya solamente uno "si ... entonces" ya que la intervención tiene por lo menos tres frentes.

ANSWER 73:
Depende de uds como presenten la teoría del cambio. Esta puede tener uno, dos o tres "si". Nosotros corroboraremos la razonabilidad.

PREGUNTA 74:
USAID puede considerar multiplicadores/costos indirectos superiores al 'de minimis, 10%' para organizaciones que no tengan un NICRA establecido, pero que puedan demostrar claramente sus costes indirectos. Disculpas si esto ya está cubierto en RAA.5

RESPUESTA 74:
Eso dependerá de las políticas y manuales de cada organización. El 10% de minimis es una forma de cargar costos indirectos que USAID ofrece como alternativa para facilitar la presentación de costos indirectos a las organizaciones. Si una organización utilizara una alternativa diferente a la de NICRA y la del de minimis, tendrá que sustentarlo con sus políticas y manuales, y estas regulaciones no deberán ser específicas para esta actividad, sino como políticas institucionales fijas.

[END OF RESPONSES TO QUESTIONS]

III. CONFORMED SOLICITATION

Below is a list of all the changes made to the Solicitation. Annex A is the conformed solicitation with actual changes made in track changes and in red text.

NOTICE OF FUNDING OPPORTUNITY 72052723RFA00002 – LIST OF CHANGES

1. On page 16, SECTION D: APPLICATION PREPARATION AND SUBMISSION INFORMATION – II. General Instructions for Phases I and II – Paragraph 8, add the following language at the end of the paragraph: *"10 point fonts may be used in tables, references, headers and footers etc. Application sections presented in font lesser than 10 point may not be reviewed."*

2. On page 17, SECTION D: APPLICATION PREPARATION AND SUBMISSION INFORMATION – III APPLICATION SUBMISSION AND PREPARATION INSTRUCTIONS FOR PHASE ONE (I) - APPLICATION PREPARATION IN PHASE ONE – Paragraph 2, delete the paragraph in its entirety and replace with the following:

   " Concept Notes must not exceed 11 pages. The technical approach and the management approach are equally important. Concept notes must include the following sections."

3. On page 17, SECTION D: APPLICATION PREPARATION AND SUBMISSION INFORMATION – III APPLICATION SUBMISSION AND PREPARATION INSTRUCTIONS FOR PHASE ONE (I) - APPLICATION PREPARATION IN PHASE ONE – 1. Basic information, delete ordinal d), and replace with "*d) proposed implementing partners; SAM Registration for the Prime and UEI Numbers for its subs*."

4. On page 17, SECTION D: APPLICATION PREPARATION AND SUBMISSION INFORMATION – III APPLICATION SUBMISSION AND PREPARATION INSTRUCTIONS FOR PHASE ONE (I) - APPLICATION PREPARATION IN PHASE ONE – 2. Technical approach, delete "*(10 pages):*"

5. On page 18, SECTION D: APPLICATION PREPARATION AND SUBMISSION INFORMATION – III APPLICATION SUBMISSION AND PREPARATION INSTRUCTIONS FOR PHASE ONE (I) - APPLICATION PREPARATION IN PHASE ONE – 3. Management Approach, delete "*(3 pages):*"

6. On page 18, SECTION D: APPLICATION PREPARATION AND SUBMISSION INFORMATION – III APPLICATION SUBMISSION AND PREPARATION INSTRUCTIONS FOR PHASE ONE (I) - APPLICATION PREPARATION IN PHASE ONE – 3. Management Approach, delete ordinal d. in its entirety and replace with "*d. Suggested key personnel (if any) and position descriptions*."

7. On page 19, SECTION D: APPLICATION PREPARATION AND SUBMISSION INFORMATION – III APPLICATION SUBMISSION AND PREPARATION INSTRUCTIONS FOR PHASE ONE (I) - APPLICATION PREPARATION IN PHASE ONE – 4. Summary Cost Application in Microsoft Word (This information is not part of the page limit; the cost narrative must not exceed 2 pages), paragraph 1, replace with "*The summary cost application must be submitted as a separate document, but in the same email. The cost application shall consist of a summary cost application, in US Dollars, which provides a breakdown table by major cost elements and with summary notes that should not exceed 2 pages. The cost application does not count towards the page limit. The summary budget can be an excel table pasted in a word document for ease of review. You may use the templates in Annexes V and VI for budget preparation, but only summary budget table and narratives in Microsoft Word may be submitted.*

   Leverage – when proposed - must clearly appear in the proposed cost application. Applicants may customize the budget template to their needs."

8. On page 19, SECTION D: APPLICATION PREPARATION AND SUBMISSION INFORMATION – III APPLICATION SUBMISSION AND PREPARATION INSTRUCTIONS FOR PHASE ONE (I) - APPLICATION PREPARATION IN PHASE ONE – 5. Past Experience (This information is not part of the page limit), paragraph 1, replace with *"Implementation Experience can be an objective indicator of how well an applicant may successfully carry out future interventions. Therefore, the applicant must provide proof of experience implementing activities of a similar nature and scope. The applicant must at least 3 current or recent projects implemented within the last 8 years. The presentation of each project must not exceed two pages, and must follow the following structure:"*

9. On page 20, SECTION D: APPLICATION PREPARATION AND SUBMISSION INFORMATION – IV. APPLICATION SUBMISSION AND PREPARATION FOR PHASE TWO – 2. APPLICATION PREPARATION IN PHASE TWO – 3. Management Approach and Staffing Plan, ordinal e), delete "*CVs of key personnel (must not to exceed three pages, including three references not associated with the applicant's organization)*", and replace with "*CVs of key personnel if already identified (must not to exceed three pages, including three references not associated with the applicant's organization)*"

10. On page 20, SECTION D: APPLICATION PREPARATION AND SUBMISSION INFORMATION – IV. APPLICATION SUBMISSION AND PREPARATION FOR PHASE TWO – 2. APPLICATION PREPARATION IN PHASE TWO – 5. Detailed Cost Application (budget), add the following language at the end of paragraph 1: "*Applicants may customize the budget template found in Annex VI to their specific needs*."

[END OF LIST OF CHANGES FOR NOFO 72052723RFA00002]

See Annex A attached – Conformed Solicitation.

[END OF AMENDMENT No 1]