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Health Policy Development Project 2 RFA-492-12-000030

Pre-application Conference
12 July 2012, 2:00 P.M., USAID/Philippines Conference Room



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Agenda

- ☐ **USAID Implementation and Procurement Reform**
- ☐ **Overview**
- ☐ **Program Description**
- ☐ **Eligibility Information**
- ☐ **Application and Submission Information**
- ☐ **Evaluation and Award Process**
- ☐ **Question and Answer**
- ☐ **Open Forum**



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Overview

- ☐ **Funding Opportunity**
- ☐ **Open to local Philippine organizations**
- ☐ **Application package available in Grants.gov**
- ☐ **Cooperative agreement estimated at US\$ 15M**



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Health Policy Development Project 2

Purpose

To strengthen a supportive policy and financing environment for:

- ✓ Maternal, neonatal, child health and nutrition (MNCHN)
- ✓ Family planning (FP)
- ✓ Tuberculosis (TB)

to enable the Philippine Government achieve its health MDGs and expand and sustain its universal health care initiative



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Health Policy Development Project 2

Program of Work

Component 1: Establishing an institutional platform to help the DOH design, implement, monitor and evaluate its Universal Health Care Agenda.

Component 2: Support the technical areas to improved policies and health systems by removing barriers to improved supply and demand for MNCHN, FP and TB services.



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Health Policy Development Project 2

Component 2 Technical Areas

Technical Area 1: Improving policies and regulations on service delivery of priority interventions that impact on MNCHN, FP and TB outcomes

Technical Area 2: Ensuring sustainable health care financing for MNCHN, FP and TB

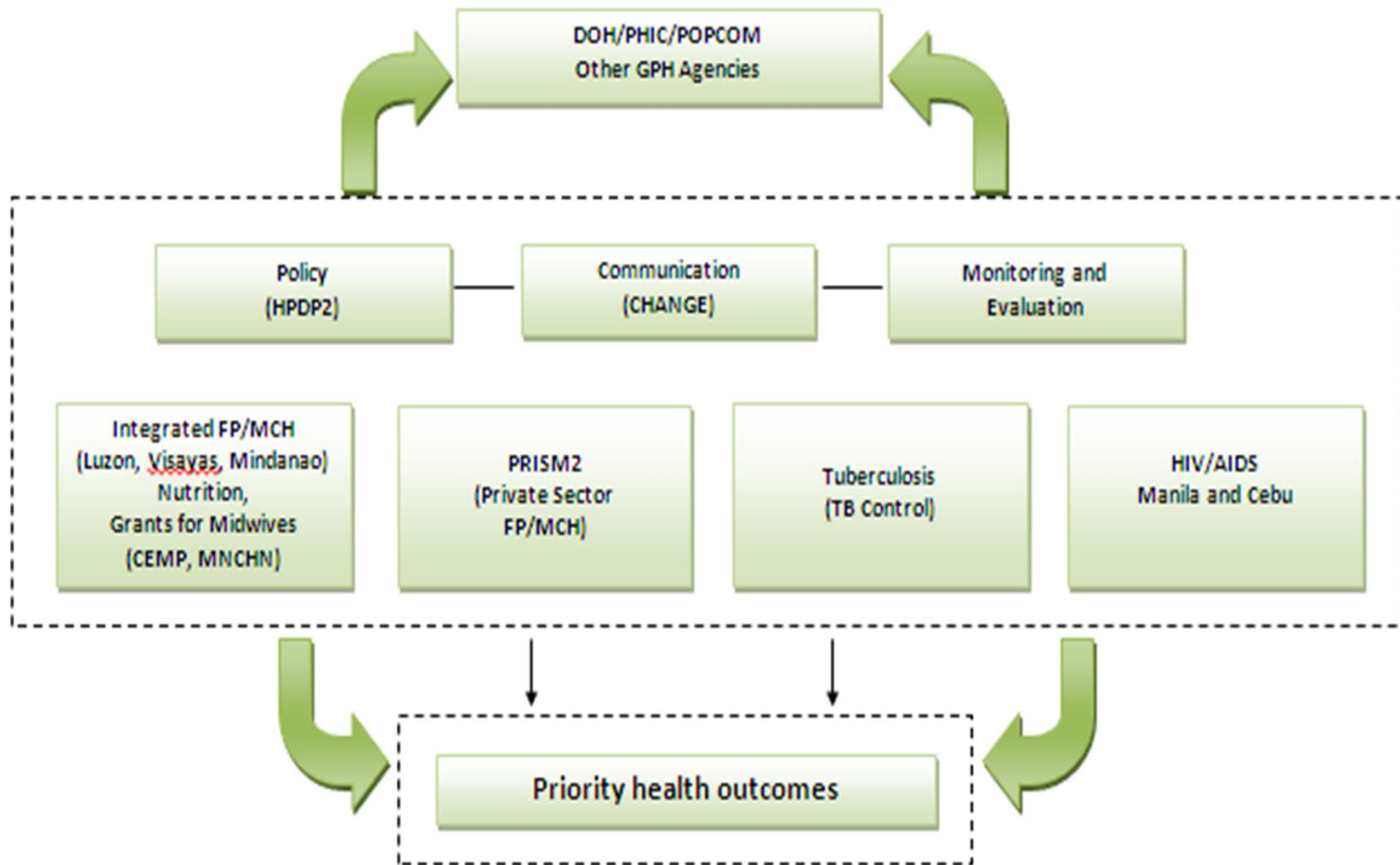
Technical Area 3: Strengthening policy program monitoring and evaluation

Technical Area 4: Capacity building for more vigorous implementation of health reforms



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Health Policy Development Project 2





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Eligibility Information

☐ Applicants

Local Philippine organizations

- Non-governmental organizations
- Private for-profit firms willing to forego profit
- Universities and colleges
- Government owned and controlled corporations (GOCCs)

Applications from individuals will *not* be accepted.



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Eligibility Information

To be considered eligible to apply, the local organization must satisfy all conditions:

- **Be organized under Philippine laws**
- **Have its principal place of business in the Philippines**
- **Be majority owned by individuals who are Filipino citizens or lawful permanent residents of the Philippines or be managed by a governing body, the majority of whom are Filipino citizens or lawful permanent residents of the Philippines**
- **Not be controlled by a foreign entity or by an individual or individuals who are not citizens or permanent residents of the Philippines**



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Eligibility Information

☐ Eligibility Documents

- Registration certificate from SEC
- PCNC certification for non-profit organizations (if available)
- Appropriate equivalent legal document for GOCCs
- Business or Mayor's permit
- Articles of Incorporation and By-Laws

☐ Cost sharing of at least 5% of total USAID funding



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Application & Submission Information

❑ Application and Submission Instructions

- Deadline for submission is August 8, 2012, 3:00 pm Manila time
- Must be received by ROAA/USAID Philippines
- Hard copy of technical and cost applications in separate volumes
- Electronic copy to manilahpdp2@usaid.gov
- Late or incomplete applications will not be considered
- Applications received only in electronic form will not be considered
- Technical application format and content
- Cost application documents



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Application & Submission Information

- ☐ **SF 424 series**
- ☐ **Pre-award Certifications, Assurances, and other Statements of the Recipient**
- ☐ **DUNS Number (www.dnb.com)**

Applicants may submit applications without DUNS. However, the selected applicant is required to provide the DUNS number prior to receipt of an award.
- ☐ **Central Contractor Registration(www.ccr.gov)**

Applicants may submit applications without this; however, a CCR registration is required of the selected applicant prior to receipt of an award.



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Evaluation and Award Process

- **Applications that meet eligibility requirements and conform to application preparation and submission instructions will be evaluated**
- **Applications will be evaluated on technical merits, and cost effectiveness and realism**
- **Technical applications will be evaluated based on specified criteria in the RFA**
- **Technical considerations are more important than cost. Cost is not assigned a weight and will not be scored. However, cost applications will be analyzed for cost realism, reasonableness, completeness, effectiveness, allowability, and allocability**

Technical Evaluation Criteria

Criteria	Points
Technical Approach	25
Key Personnel and Staffing	40
Management Plan	20
Past Performance	15
Total	100



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Evaluation and Award Process

Pre-award Responsibility Determination

- Selection of application for award based on technical merits, and cost effectiveness and realism does not guarantee the award.
- Agreement Officer will make the final determination and must be fully satisfied that the selected applicant has the capacity to adequately perform the award.
- To make a final determination, a *pre-award survey* will be performed to determine responsibility of selected applicant.



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Evaluation and Award Process

Pre-award Survey

- **Survey conducted by USAID for the purpose of examining the applicant's systems to determine whether the prospective recipient has the necessary organization, experience, accounting and operational controls, and technical skills in order to achieve the objectives of the project.**



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Evaluation and Award Process

Branding Strategy and Marking Plan

- **Federal statutory and regulatory requirement that must be submitted by the apparently successful applicant**
- **Should be consistent with provisions “Branding Strategy”, “Marking Plan”, and Marking of USAID-funded Assistance Awards” in AAPD 05-11, 22 CFR 226.91, and ADS 320**
- **Failure to submit or negotiate a Branding Strategy and Marking Plan will make apparent successful applicant ineligible for award**



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Evaluation and Award Process

Award

- **Agreement Officer has the legal responsibility for the award.**
- **After final evaluation of the application and a positive responsibility determination, the Agreement Officer will make the award to the selected applicant.**



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Questions Received

Question No. 1: Page 11, bullet 4: How will “other priority policy areas that may arise” be identified and determined as priority for the project to address?

Answer: To set things in context, please note that in the cover letter and Section III (page 10) of the RFA , the stated purpose of HPDP2 is to strengthen a supportive policy and financing environment for family planning, maternal, neonatal, child health and nutrition and tuberculosis to enable the Philippine Government achieve its Millennium Development Goals in health as well as expand and sustain its universal health care initiative. The “other priority policy areas that may arise” will therefore be limited to the scope of the funding opportunity description and will be determined “based on discussions with the Department of Health, USAID, and other stakeholders” as articulated in each of the Technical Areas under Component 2 (Technical Area 1- page 12; Technical Area 2- page 13, Technical Area 3 – page 13 and Technical Area 4 - page 14).



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Questions Received

Question No. 2: Page 11, paragraph 2: What is expected to be addressed in the proposal with respect to sub-awards for Visayas and for Mindanao?

Answer: As there is only one prime Recipient for this award (cover letter, last paragraph: "...USAID intends to award a cooperative agreement to the successful applicant...") which is nationwide in scope, one sub-award each to an organization in the Visayas and in Mindanao respectively is contemplated "to provide analytical and technical assistance work" in the respective regions covered. The sub-awards are expected to address the same technical areas described in the funding opportunity description as deemed appropriate by the prime Recipient.



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Questions Received

Question No. 3: Page 17, Section V, and bullet 5: Is the “multi-sectoral policy forum” a requirement? How is this related to the discussions under Component 1?

Answer: Component 1 and bullet 5 of Section V are very much related. We are looking for appropriate options that will help improve the health policy process which involves: (a) defining a vision for the future which in turn helps to establish targets and points of reference for short and medium term; (b) outlining priorities and the expected roles of different groups; and (c) building consensus and informing people around the priorities (page 9, section D).



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Questions Received

Question No. 4: Page 18: What does the “Monitoring and Evaluation” box refer to in the figure?

Answer: It means that monitoring and evaluation of USAID health initiatives, like policy support and communication efforts, are situated at the national level as they are cross-cutting and involve the whole range of USAID’s areas of assistance in health. Monitoring and evaluation referred in the diagram will be by USAID/Philippines while monitoring and evaluation of HPDP2 will be the recipient’s responsibility.



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Questions Received

Question No. 5: Page 18: What does “HIV/AIDS Manila and Cebu” box refer to in the figure?

Answer: It means that USAID/Philippines has a project in HIV/AIDS that will be implemented in Manila and in Cebu only.



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Questions Received

Question No. 6: Is there a missing section or paragraph after the diagram/figure, just right before the first bullet?

Answer: Yes, there is a missing paragraph right below the diagram and just before the first bullet. The paragraph reads as follows:
“In addition to the above, the HPDP2 is expected to work closely with the following institutions:”



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Questions Received

Question No. 7: Page 30, b., paragraph 1, last sentence: What is meant by the last phrase of the sentence: “All full time personnel should be hired locally to the extent possible, with the use of expatriate STTA, if necessary”?

Answer: It means that while full time staff is expected to be local hires as appropriate, the use of expatriate short term technical assistance consultants is an option if deemed necessary.



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Questions Received

Question No. 8: Page 30, b., paragraphs 2 and 3: What is meant by “Noting that all staff may not be available or needed at inception, dates that key personnel are available to start work full time with the project are also required. The following are considered as key personnel: Chief of Party, Deputy Chief of Party, Family Planning/Maternal and Child Health Advisor, and Monitoring and Research Advisor.”?

Answer: On the last sentence in paragraph 2 (“Noting that...): It is expected that all key personnel should be on board at the time of the award. Other than the key personnel, some long term project staff may not be needed or may not yet be named (TBD) on the day the award is made. The applicant should indicate when such personnel will be available to work for the project. Please note that Key Personnel including their availability is a major criterion for evaluation.

On paragraph 3: As stated, the following are the key personnel for this project, for which USAID will have substantial involvement in the approval of proposed candidates: Chief of Party, Deputy Chief of Party, Family Planning/Maternal and Child Health Advisor, and Monitoring and Research Advisor.



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Questions Received

Question No. 9: Page 31, FP/MCH Advisor: Is it correct to interpret that there is no requirement for expertise in short acting FP methods for this position?

Answer: The FP/MCH Advisor will be responsible for providing technical assistance in FP/MCH based on identified needs and requirements. The Advisor should have substantial experience in both clinical and non-clinical service delivery in family planning as well as substantial experience in at least five of the technical areas enumerated.



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Questions Received

Question No. 10: Page 32: M&E Advisor: What submission will determine compliance with the requirement “professional proficiency in English”?

Answer: A required submission is the complete and current resume/curriculum vitae of key personnel. Normal practice is to include educational background which includes the name of the University or College that the proposed candidate graduated from. In addition, USAID/Philippines reserves the right to request each proposed key personnel to submit a written article and/or make an oral presentation on topics related to FP/MNCHN/TB.



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Questions Received

Question No. 11: Page 33, item d: who are referred to as “contacts” for past performance? Can we include clients like the DOH and PHIC?

Answer: Clients like DOH and PHIC as well as private sector firms, other donor organizations and development partners with whom the applicant has worked for may be included. Contacts refer to the person in the agency, firm or organization who provided oversight and/or approval of services/products that the applicant delivered as part of a contract, grant or assignment.



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Questions Received

Question No. 12: Page 21, section on award type: What is meant by the requirement (third bullet) “agency and recipient collaboration or joint participation in implementation, including but not limited to participation in advisory committees and direction and/or redirection or activities specified in the program description due to interrelationships with other programs”?

Answer: Because USAID/Philippines’ health strategy is being implemented through different projects, it is necessary that the Agency (USAID/Philippines) and the Recipient will work in a synchronized and integrated approach (RFA page 19) to ensure that health outcomes specified are achieved.



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Questions Received

Question No. 13: Annex E – Sample Budget, d. Equipment: The full definition of “equipment” according to 22 CFR 226 reads: “Equipment means tangible non-expendable 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. However, consistent with recipient policy, lower limits may be established”. Since the last sentence is not present in the RFA, will the recipient be allowed lower limits on equipment acquisition cost? If yes, who will determine this lower limit?

Answer: Yes, the recipient is allowed lower limits on equipment acquisition cost. It will be the recipient who will determine the appropriate cost limit.



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THANK YOU! 😊