



Federal Agency Name: United States Agency for International Development (USAID), Bureau for Global Health (BGH), Office of Health, Infectious Disease and Nutrition (HIDN)

Funding Opportunity Title: Request for Application (RFA): Child Survival Health Grants Program Fiscal Year 2012 (CSHGP FY12)

Announcement Type: Amendment No. 1

Funding Opportunity Number: RFA-OAA-12-000008

Catalog of Federal Domestic Assistance (CFDA) No.: 98.001

This amendment contains questions submitted by potential applicants and Agency clarifications regarding the subject RFA. The following questions were received by potential applicants under the subject RFA number. Questions are listed under the corresponding relevant section of the RFA. Each question is followed by the Agency's response.

Cover Page

Question: The submission date is written as 4/16 on the cover page, but listed a 4/13 on both pages 52 & 91. Please confirm the deadline for submission of the technical application.

Answer: The RFA closing date is Monday, April 16, 2012 at 5:00 p.m. Washington, D.C. time which is also the deadline for submission of the technical application.

Question: Would USAID please give consideration to extending the deadline beyond April 16th?

Answer: USAID is not granting any extensions to the RFA.

Section I. Funding Opportunity Description

Question: Page 6: Is there a planned mechanism for involving recipients in a wider community of researchers and innovators to foster global and national learning? If so, what is this mechanism?

Answer: The CSHGP team connects grantees to a wider community of researchers and innovators through the CORE Group and its Community Health Network, which brings together CORE Group member organizations, associates, partners, scholars, advocates and donors to support the health of underserved mothers, children and communities around the world. This

dynamic hub includes eight technical Working Groups, a Practitioner Academy for Community Health, and an ongoing series of technical exchanges and updates through in-person and web-based events and virtual means of communication, coordination and collaboration (see Section I. page 8 of the RFA). In addition, the CSHGP team works to connect grantees and fosters collaboration with other research-focused projects such as Saving Lives at Birth, TRAction, and global and country level communities of practice.

Question: Please confirm, per page 9, that HTSP activities are allowable within sub-category 1-A applications and do not violate the stipulation on page 11 that all FP components only be proposed within sub-category 1-C.

Answer: Healthy timing and spacing (HTSP) activities are characterized as a maternal and newborn care intervention. As stated on page 9 of the RFA, HTSP activities may be incorporated into any intervention mix or platform and is not restricted to maternal and newborn care. This would encompass activities under sub-category 1-A, sub category 1-C, and the New Partner category. However, please note that the only eligible Level of Effort for the SCALE sub-category 1-B is Prevention and Treatment of Malaria and HTSP activities may not be incorporated into sub-category 1-B.

Section II. Award Information

Question: Section II. B. 2. Under this section the following were listed as key personnel: 1) Headquarters Technical Backstop; 2) Principal Investigator (SCALE category only); and 3) Final Evaluation Consultant. However, Section III.A.2.f, Page 22 (Key Personnel), only lists the first two positions and does not include the Final Evaluation Consultant. What will be the approval procedures for the consultant and at what time and point will they take place?

Answer: As stated in Section II.B, there are three designated key personnel positions: the Headquarters Technical Backstop, the Principal Investigator (SCALE category only); and the Final Evaluation Consultant. Only two of these three positions require USAID approval upon award: the Headquarters Technical Backstop and the Principal Investigator (SCALE category only). Grantees submit Final Evaluator requests for approval as the project prepares for the Final Evaluation.

Sectin III. Eligibility Information

Question: RFA OAA-12-000008 states that "To be eligible as a New Partner, both U.S. NGO/PVOs and local/national NGOs must have been awarded no more than \$1.5 million in total, USAID direct assistance funding over the three fiscal years prior to the submission of an application."

What is meant by award? Is it the date on which an announcement of an award was made or the date on which the money was received?

Also, are the fiscal years you are referring to 2009-10, 2010-11, 2011-12?

Answer: The language has been revised to reflect the following, “To be eligible as a New Partner, both U.S. NGO/PVOs and local/national NGOs must have received USAID direct assistance of less than \$1,500,000 during the past three years.” Years in this case refers to calendar years and the date to calculate the three years begins with the RFA issuance date of March 15, 2012. For example, your organization could not have received more than \$1,500,000 of USAID direct funding between March 14, 2009 to March 15, 2012.

Question: Can you confirm that applications to each of the three SCALE sub-categories will be evaluated separately so that organizations that do submit more than one application are not competing against ourselves for the small number of awards?

Answer: As stated on page 21 of the RFA, applications to each SCALE sub-category will be competed within each sub-category rather than across the three sub-categories. New Partner and SCALE (all sub-categories) applications will be competed separately.

Question: The Principal Investigator description on page 23 states that the PI should be “dedicated to the Operations Research” but also “may have other duties or roles.” Please confirm that the PI may have responsibilities in addition to operations research.

Answer: The Principal Investigator (SCALE category only) may have other duties or roles with the proposed project; the proposed level of effort for this role should be stated and justified, according to staffing approach and responsibilities.

Question: Pages 24 and 74 state that the Strategic Workplan shall be submitted within the first project year. This contradicts wording on page 13, which states that “The approved Strategic Workplan will supplement the initial Program Description in the Agreement and form part of the official documentation.” Please clarify whether the Strategic Workplan needs to be completed prior to the award being granted.

Answer: The Strategic Workplan will be completed within the first project year. At the time that the Strategic Workplan is approved, it will then supplement the initial Program Description in the Agreement. The Strategic Workplan is not completed prior to the award being granted.

Question: For Madagascar's specific case, under the current restriction from working with government of Madagascar, are PVO's also restricted from working with government-funded or -run university (even partially)?

Answer: As stated in the footnotes on pages 18,19, and 20, applicants are advised to consult with

the Madagascar USAID Mission regarding any and all restrictions and their relevance to allowable programming.

Question: Is Mali still eligible for a potential award in light of the coup d'état on March 21?

Answer: At the time of issuing this amendment, the U.S. Department of State has not made a statement regarding potential programming restrictions following of the events of March 21, 2012. For the current statement from the U.S. Department of State, please see the following site: <http://www.state.gov/r/pa/prs/ps/2012/03/186633.htm>. Applicants are advised to monitor the U.S. Department of State website and be in contact with the Mali USAID Mission regarding any and all restrictions and their relevance to allowable programming.

Question: If applying for a multi-country project under Sub-Category 1-B, can the evidence come from across Africa? Must we only use the 3 designated countries that will be included in the project proposal to build on?

Answer: Applicants must demonstrate need for evidence in the country(s) included as part of the project application, regardless of the category or sub-category to which the organization is applying. Evidence for the intervention(s) addressing highlighted needs does not need to have been generated within the applicant country(s).

Question: Please confirm if an applicant can submit applications for both subcategory 1A and 1C in the same eligible country.

Answer: Applicants may submit up to three applications for multiple sub-categories of the SCALE in the same country. Please note that the application submission limitations as stated in Section III, on pg. 21 of the RFA still apply.

Section IV: Application and Submission Information

Question: Page 27 requires “fixed-pitch spacing,” which is rare among the Microsoft Word font options. Please confirm that 12 point Times New Roman, which is not a fixed-pitch font, will be acceptable.

Answer: In addition to fixed-pitch font, we will accept 12 pt. Times New Roman as an acceptable font in which to submit applications. Refer to page 27- Required Format of Application(s) “General” for more information on this requirement.

Question: Page 27 requires version Microsoft 2010 for Word and Excel documents. Since Microsoft 2007 is fully compatible with Microsoft 2010, please clarify if 2007 version .docx

and .xlsx documents will be accepted.

Answer: Applicants may submit application documents in Microsoft Word 2007 or other word processing formats that are compatible with Microsoft Word 2010. However, applicants are advised that the Agency exclusively uses Microsoft 2010 to open, edit and view documents. The Agency is not responsible for the inability to view an application submitted in a format that is not compatible with Microsoft 2010. Alternatively, applicants may opt to provide their application in a PDF version in addition to the Word version. At a minimum, applicants shall provide applications in a format compatible with Microsoft 2010.

Question: To fulfill the requirement of the RFA (Box in Page 32) that "national MOH policymakers should be partner from the start in prioritizing problems and identifying solutions to be tested", can the applicant develop this partnership with multi-institutional fora (e.g. national MCH coordinating committee) where the government is also a member?

Answer: Applicants are encouraged to develop networks and partnerships both through one-on-one relationships and multi-institutional fora, and are not limited to one modality or the other.

Question: Page 39 of the RFA encourages applications “to incorporate aspects of a logic model, which depict the context.” There’s a footnote here that refers to the “Developing a logic model for your program” section of Using Logic Models to Bring Together Planning, Evaluation, and Action. Please clarify if this type of logical model is preferred, and whether this is what is meant by it “depict[ing] the context.”

Answer: Inclusion of a logic model is encouraged but is not required. Logic models are a resource to applicants which may aid in depicting the proposed project’s context. The referenced type of logic model is a recommended option available to those applicants electing to include a logic model.

Question: Page 28 lists past Performance Short Form References as a required technical attachment. Should these PPRs be submitted as an attachment with the complete technical application by the RFA closing date in addition to their submission on March 29?

Answer: Past Performance Short Form References need only be submitted once by the deadline of March 29, 2012 at 5:00 PM Washington, D.C. Time. The past performance references are not needed as Technical Application Attachments.

Question: It is specified that “applications will only be accepted through Grants.gov,” however in past years applicants were able to submit hard copy applications via postal mail. Is it still acceptable to submit an application through postal mail, assuming our organization has a valid grants.gov registration, or will hard copy applications not be

accepted this year?

Answer: Applications will only be accepted via Grants.gov. Hard copies of applications will not be accepted. If applicants have any issues with registering on Grants.gov please send an email to CSHGPFY12@usaid.gov or See Annex J for more information.

Question: Can the applicant or its partners use the results of the Operations Research as material for graduate students' dissertations and other academic and scientific work (e.g. publications in peer-reviewed journals)?

Answer: Grantees are encouraged to disseminate Operations Research findings and can use project data in academic and scientific publications, subject to USAID branding strategy and marking plan requirements.

Question: The grant application is required to be submitted in Microsoft Word 2010 (p. 27), can we still convert the Word 2010 document and submit it as a PDF?

Answer: Yes. However, applicants must submit their application in Microsoft Word 2010 or a compatible format at a minimum.

Question: Please confirm that 75% of funding available in category 1C needs to go towards MNCH interventions into which FP activities will be integrated.

Answer: As stated on page 36, the eligible LOEs for sub-category 1C are the following: Nutrition, Immunization, Control of Diarrheal Disease, Pneumonia Case Management, Prevention and Treatment of Malaria, Maternal and Newborn Care, Family Planning (FP), and HIV/AIDS. Projects may allocate a maximum 25% of their budget to FP activities using USAID funds, and may allocate additional amounts using cost share.

Question: The RFA says the Executive Summary should include information on local partners involved in project implementation, including name and type of any subgrantees and total level of USAID funding to be subgranted. (see RFA, top of pg. 38) This contradicts 4th bullet under Misc./Other taken from RFA, bottom of pg. 27 that says no cost information should be included in the technical application. Please clarify the information USAID requests regarding subgrantees in the Executive Summary.

Answer: No cost information shall be included in the technical application.

Question: Is there a limit to the number of consortium members or sub-agreements?

Answer: There is no limit to the number of consortium members or sub-agreements. However, applicants are reminded and advised to consider cost efficiencies and achieving project objectives when making such arrangements.

Question: Please confirm that all attachments to the technical application combined should not exceed 12 pages.

Answer: Technical Applications shall be no more than 10 pages in length, and Technical Application Attachments shall not exceed 12 pages in length. The attachments on page 28 are listed as to what should be included in the 12 pages.

Question: Will USAID consider excluding the “Legal Authorization to Operate in Target Country” annex from the page limits of the technical annexes. This document is based on host country format and can be many pages (possibly over 12) and in a foreign language.

Answer: The first page of the “Legal Authorization to Operate in Target Country” attachment will remain within the page limits of the Technical Application Attachments. However, any pages beyond the first page will not count toward the 12 pages, if it exceeds more than one page in length. This only applies to the “Legal Authorization to Operate in Target Country” technical attachment.

Question: If the document demonstrating legal presence in a particular country is written in a language other than English is an English translation required as well?

Answer: Yes. Applications and any application attachments are only accepted in the English language. Attachments in a foreign language must be accompanied by an English translation. Translations of attachments do not count towards the page limit for attachments.

Question: Does USAID have a suggested format for the management/human resources table?

Answer: USAID does not have a suggested format for the management/human resources table. However, suggestions for elements to include in the table are included on page 42 (SCALE category) and page 48 (New Partner Category) of the RFA. The Management/Human Resource Table may be developed at the discretion of the prime applicant.

Question: In the Guidance for the SCALE Category (p. 37), it states the Rationale should include: project location, context, and magnitude – how is magnitude defined?

Answer: The RFA specifies to “State the problem and challenge, who it affects (individuals/group), project location, context, and magnitude.” Magnitude refers to the size and

extent of the problem and who it affects.

Question: In addition to liaising with USAID missions and aligning application strategies with those of the mission, should applicants seek endorsements of USAID missions for their proposal? We do note that no letters of recommendation from USAID missions are requested or required.

Answer: No letters of recommendation from USAID missions are requested or required.

Annexes

Question: Annex E, are the three past performance references required per organization or per proposal? Can an organization submitting multiple applications use the same PPRs for different applications?

Answer: Three Past Performance Reference Short Forms references are required per application. An organization may submit multiple applications using the same references. However, the references must be relevant to each individual application.

Question: Can you confirm that USAID will be responsible for forwarding the completed PPRs to the application review panel and that applicants are only responsible for submitting the first half of the form to the e-mail address indicated on March 29?

Answer: Yes, USAID will be responsible for forwarding the completed (Part I only) PPRs to the references given. PPR forms are due to CSHGPFY12@usaid.gov by March 29, 2012 at 5:00 PM Washington, D.C. time.

Question: Can you confirm that we are required to submit PPRs twice? Once by email on March 29th and again with the technical annexes and full application package via Grants.gov.

Answer: Past Performance Short Form References need only be submitted once by the deadline of March 29, 2012 at 5:00 PM Washington, D.C. Time. The past performance references are not needed as Technical Application Attachments.

Question: Annex E, can you provide the Past Performance short form in a Microsoft Word format?

Answer: The Past Performance Short Form Microsoft Word format is provided as an attachment to the RFA under the CSHGP FY12 “Full Announcement” section on Grants.gov.

Question: Please explain what is being asked from the applicant in the "Policy/Strategy" column in Annex G.

Answer: Please mark the District or National columns where interventions are being implemented at these levels (at the Policy/Strategy level).

Question: Annex H, Page 89 (Standard SF 424 & 424A form Instructions)

“The amounts for Federal and Non-Federal presented here should be the same as the Estimated Funding presented on Standard Form 424, 15.a and b, plus any entry for e.”

Note: Under the new SF 424 there’s no item 15.a, b and c but rather item 18 a, b and c.

Answer: Fill in blocks 18 a-c on the form. Fill in all applicable fields appropriately.

Question: Annex H, are both SF424 and SF424A required at the time of application submission? Different places in the RFA seem to list different requirements, please clarify.

Answer: Yes, both forms are due at the time of application submission.

Question: Annex, L, can you provide the application screening form in Microsoft Word format?

Answer: Yes. The Application Screening form Microsoft Word format is provided as an attachment to the RFA under the CSHGP FY12 “Full Announcement” section on Grants.gov.

Clarifications

1. A corrected Acronyms list is provided as an attachment to the RFA under the CSHGP FY12 “Full Announcement” section on Grants.gov.
2. Additional instructions regarding how to access the RFA and how to apply and submit your application is provided as an attachment to the RFA under the CSHGP FY12 “Full Announcement” section on Grants.gov.