



Issue Date: March 31, 2020
Questions Due: April 10, 2020 at 12:00 PM EDT
Closing Date & Time Concept Papers: May 8, 2020 at 12:00 PM EDT

Subject: YouthPower2 (YP2), Annual Program Statement APS No.: 7200AA20APS00007

Opportunity Title: YouthPower 2: Youth Excel Addendum –No.: 7200AA20APS00008 – Questions & Answers (Q&A)

Q1: Where is the information posted for the YouthPower 2: Youth Excel Addendum?

A: All information is available at the following link on grants.gov:
<https://www.grants.gov/web/grants/search-grants.html?keywords=youth%20excel>

After opening the link, please click on “7200AA20APS00008” listed in the Opportunity Number column. In the new screen, select the “RELATED DOCUMENTS” tab to read, download and access all information posted for the YouthPower 2: Youth Excel Addendum.

USAID strongly recommends checking this link periodically since updates and additional documents may be posted.

Q2: What are the eligibility criteria?

A: Information about eligibility criteria can be found at the following link:
<https://www.grants.gov/web/grants/search-grants.html?keywords=youth%20excel>

After opening the link, please click on “7200AA20APS00008” listed in the Opportunity Number column. In the new screen, select the “RELATED DOCUMENTS” tab and click on “USAID No.7200AA20APS00008 Youth Excel Addendum.pdf”

Eligibility information can be found in Section C, Eligibility Information.

Q3: In the Concept Note template, could you please clarify the meaning of the “Name of Applicant” and “Lead Institution”?

A: The “Name of Applicant” means the name of the individual who is submitting the application. “Lead Institution” is the name of the organization sending the application either for itself or as part of a consortium.

Q4: In the Concept Note template, USAID requires applicants to submit a cover page that lists the “Name of applicant” and the applicant’s contact information, as well as information on the “lead institution” and “partnering organizations”. Can you clarify the difference between an “applicant” and a “lead institution” and “partnering organizations”?

A: Please see the response to Question #3.

Q5: Can a person/individual be considered as a partner in the submission of a Concept Note?

A: No, individuals cannot be a partner in the submission of a Concept Note. Only organizations can be a part of an application.

Q6: Can a number of youth-led organizations send a Concept Note?

A: Yes, USAID welcomes the submission of Concept Notes by individual organizations or a consortium of partners or organizations, including youth-led organizations.

Q7: Where should Concept Notes be submitted and what additional documents are required with the concept notes?

A: Please see Amendment 002 for additional information. Click [here](#) to download the template. After opening the link, please click on “7200AA20APS00008” listed in the Opportunity Number column. In the new screen, select the “RELATED DOCUMENTS” tab and click on “USAID No.7200AA20APS00008 Youth Excel Addendum - Concept Note Template Revised”

Q8: In the Addendum under Section D. on pg. 9, it states,”... with the file name saved as: “Youth Excel”_CN_[respondent’s institution].” However, the Concept Note Template states, “Both the email subject line and document file name should the following scheme: “Youth Excel Addendum_CN_[respondent’s institution]”. Can USAID confirm its preference is for Applicants to follow the instructions in the Concept Note Template?

A: Please refer to Amendment 002 for details on Concept Note Template.

Q9: USAID states respondents are asked to download the template from grants.gov in Word format, provide their responses in that document, and email a PDF saved copy of the document to YouthPower2@usaid.gov with the file name saved as: “Youth Excel”_CN_[respondant’s institution]”. However, Page 1, Question #4, Concept Note Template: USAID states both the email subject line and document file name should the following scheme: “Youth Excel Addendum_CN_ [respondant’s institution]”. The Addendum and Concept Note Template Instructions reflect two different file name requirements. Can USAID confirm the file name?

A: Please see the response on Question #8.

Q10: What countries are eligible to apply?

A: USAID’s YouthPower 2: Youth Excel Addendum is a global opportunity. USAID will consider applicants from any country where USAID provides funds to development efforts. Since there are countries without USAID Missions or those that have Regional Mission coverage, the physical presence of a USAID Mission in a country is not required for a concept note from a particular country to be eligible. Please see Section C of the Addendum for additional information and subsequent Amendment.

Q11: Are locally based civic society and faith-based organizations eligible to apply?

A: USAID confirms that locally based civic society and faith-based organizations may apply. For additional information, please refer to Section C, Eligibility Information of the Addendum.

Q12: Is Youth Excel focused on funding only youth-led or youth-serving organizations in LMICs or can other institutions or entities receive funding support?

A: Please refer to Section C, Eligibility Information of the Addendum.

Q13: Is USAID able to link local organizations to form consortiums to apply?

A: This is not a function of USAID.

Q14: Can USAID clarify how youth-led and youth-serving partners will be identified? Should the applicant propose these partners or will USAID have already identified them for participation in Youth Excel?

A: Please see the response on Question #13.

Q15: Does USAID encourage more nationwide or regional proposals?

A: Please see the response on Question #10 and #13.

Q16: Are there country or regional preferences for Youth Excel?

A: Please see the response on Question #10 and #13.

Q17: Would proposals for multiple countries in one region be of interest?

A: Please see the response on Question #10 and #13.

Q18: Can USAID please clarify whether the proposed activity is global in scope, or if there are specific countries/regions USAID is prioritizing?

A: Please see the response on Question #10 and #13.

Q19: In order for concept notes to be competitive, does USAID expect applicants to name specific countries and partners, or does USAID anticipate the selection of countries and partners to happen at a later stage? If USAID seeks applicants to name specific partners, we'd like to ask USAID to extend the deadline for submission of concept papers, so as to allow ample time to negotiate partnerships during this coronavirus quarantine period.

A: Concept Notes do not need to name specific countries. Concept Notes should propose a geographic scope that would allow it to achieve the Addendum's two outcomes. Concept Notes are expected to identify all proposed partners, with the understanding that this list may change and may not be exhaustive.

Please see Amendment 002 for details on the new deadline and submission process.

Q20: Does USAID recommend that we cover conflict zones as well?

A: Please see the response on Question #10 and #13.

Q21: How much emphasis does USAID anticipate YP2 will or should focus on crisis and conflict-affected areas?

Please see the response on Question #10 and #13.

Q22: Does USAID recommend that we mobilize a consortium involving local youth-led organizations, or partner up with US-based experienced organizations?

A: Concept Note(s) must align with USAID's New Partnerships Initiative (NPI) in the goal of equipping and empowering new and underutilized development partners such as youth-led organizations. For additional information on eligibility, please refer to Youth Power Excel Addendum Section C, Eligibility Information.

Q23: In alignment with the USAID New Partnerships Initiative, is the applicant expected to propose (name) the new and underutilized partner (s)- such as youth-led organizations- or can the applicant provide a criteria that will be used to select and engage them?

A: Please see the response to Question #22.

Q24: With regard to organizations whose capacity will be developed, is USAID seeking to only build capacity of smaller-sized organizations that fit NPI criteria?

A: Please see the response to Question #22.

Q25: Will there be any webinar discussing this opportunity?

A: To date, USAID does not envision hosting a webinar. All information related to this addendum is available at the following link:

<https://www.grants.gov/web/grants/search-grants.html?keywords=youth%20excel>

After opening the link, please click on "7200AA20APS00008" listed in the Opportunity Number column. In the new screen, select the "RELATED DOCUMENTS" tab to read, download and access all information posted for the YouthPower 2: Youth Excel Addendum.

USAID strongly recommends checking this link periodically since updates and additional documents may be posted.

Q26: Is there a benefit to submitting before the deadline?

A: Concept Note(s) can be submitted by no later than the date and time on the cover page. Concept Note submitted before the deadline will not receive any additional benefit but submission(s) after the deadline will be considered noncompliant and will not be reviewed by USAID.

Q27: In the Addendum, the cover page indicates the submission deadline is April 30, 2020 at 12:00 PM EDT, however the concept note template indicates the deadline as April 30, 2020 at 11:59 p.m. EST. Can USAID confirm the deadline is April 30, 2020 at 12:00 PM EDT?

A: Please see the Amendment 002.

Q28: What is USAID's definition of implementation research (IR)?

A: Different disciplines use different terminology for implementation research, including "operations research" and "action research". By the use of the term "implementation research", USAID refers to

the body of methods that include collecting data while implementing and using that data to improve implementation. The intent of these methods, regardless of the terminology used, is to “understand what, why, and how interventions work in “real world” settings and to test approaches to improve them” (Peters David H, Adam Taghreed, Alonge Olakunle, Agyepong Irene Akua, Tran Nhan. “Implementation research: what it is and how to do it”. *BMJ* 2013; 347 :f6753; <https://www.bmj.com/content/347/bmj.f6753>)

Q29: What is USAID’s definition of “implementation research” in the context of this APS, and can USAID offer some concrete examples of what implementation research looks like in the context of USAID programming? Are there any specific citations or references that drive USAID’s understanding of “implementation research”?

A: Please see the response to Question #28.

While implementation research is still emerging in many USAID sectors (including in the education sector) some USAID programming has used the principles of implementation research to strengthen programming. For example, the [Tékponon Jikuagou Project](#) used implementation research to learn that gender norms were a barrier to family planning, so the activity included a reflective dialogue component for married couples to uncover gender norms and fertility desires.

Q30: Can USAID provide a definition for “PYD implementation research?”

A: Please see the response on Question #28.

Q31: Our experience has shown that the concept of implementation research can be interpreted in different ways, ranging from a definition based specifically on implementation science to a broader understanding of practice-based research. Can USAID kindly provide its definition and/or relevant citations to support its understanding and expectations around “implementation research”?

A: Please see the response on Question #28.

Q32: Is this concept similar to the concept of “implementation science”, which has been embraced by USAID in the health sector? Or is “implementation research” equated with “action research” (as is suggested on page 4), meaning research is conducted concurrently with the implementation of an activity? Or does it mean something else?

A: Please see the response on Question #28 and #29.

Q33: The definition of “implementation research” can differ slightly from sector to sector. Could USAID please provide a working definition of “implementation research” as per the Addendum so that Applicants have a shared understanding of this?

A: Please see the response to Question #28.

Q34: USAID states it invites interested Applicants to submit Concept Note(s) that support implementation research to expand the evidence base for cross- sectoral and sector-specific positive youth development (PYD) programs in low- and middle-income developing countries (LMIC)s. Does USAID intend that bidders focus on implementation science research methodologies or frameworks? If yes, does USAID have a particular implementation science framework that concept papers should adhere to?

A: Please see the response on Question #28 and #29.

Q35: Does USAID have a specific definition of implementation research it is using for Youth Excel?

A: Please see the response on Question #28 and #29.

Q36: Does the Youth Excel Addendum allow for implementation of interventions or is it focused only on research activities?

A: The scope of Youth Excel adheres to the definition of implementation research as “the body of methods that include collecting data alongside implementation and using that data to improve implementation.” USAID seeks Concept Notes with a defined plan to achieve both outcomes of the Youth Excel theory of change. Outcome #1: Capacity of local youth-led or youth-serving partners in implementation research on youth-led programming improved. Outcome #2: Findings from research are synthesized, disseminated, and promoted among local non-traditional partners.

Q37: Is the \$30M intended to cover the implementation science, capacity building, and program implementation for the youth organizations across multiple countries? Or is the intention to layer the implementation science and capacity building on existing (already funded) programming?

A: See the response to Question #36.

Q38: If the research possibilities can or must include open-ended/exploratory research (e.g, a KAP survey), will this be permissible in countries where there is no formal IRB process?

A: IRB approval is required for all studies that *meet USAID’s definition of research*. The USAID Office of Education [Policy Brief: Ethics in Research and Evaluation in the Education Sector](#) (which is applicable even beyond education programming) provides helpful guidance on how USAID defines research and when and how to obtain IRB review. It is the responsibility of the prime awardee to determine if IRB approval is necessary and, if so, to ensure that IRB approval is obtained.

If IRB approval is necessary, partners must first follow the IRB requirements of the countries in which they are conducting research. This compilation of [international research standards](#) from the Office of Human Research Protections at the Department of Health and Human Services lists local requirements for many countries. Where a country is not listed, the partner is responsible to determine local requirements.

Where formal IRB requirements do exist, as the Policy Brief states, “first and foremost, research/evaluation must conform to legal and other requirements governing research with human subjects in the country where it is conducted. USAID accepts legitimate foreign procedural systems in lieu of the Common Rule regulations only when they are determined to provide protection “at least equivalent” to the Common Rule. [...] In short, both the in-country requirements must be satisfied, and US-based IRB approval or equivalent in-country approval must be obtained” (3).

Where formal IRB requirements do not exist, partners are still responsible to obtain IRB approval for any research activities. As the Policy Brief states, this IRB review may be obtained from “iORGs registered as having accepted the Common Rule (also known as holders Federal Wide Assurance). These organizations might be able to provide an in-country IRB review. An organization may also seek an IRB review with a partner organization in the US that does have an IRB. It is also possible to contract with an organization specifically to conduct an IRB. Ultimately, it is the responsibility of the prime recipient of the award to ensure that the study has the IRB approval or exemption” (4).

A list of in-country organizations that have accepted the Common Rule and may be able to provide IRB review can be found at the [OHRP online database](#).

Q39: In the list of illustrative interventions, various types of programming are mentioned. Is this programming meant to be informed by implementation research undertaken as part of this program, or to serve as a means of conducting the implementation research?

A: Where “illustrative interventions” do not explicitly mention implementation research, these interventions can achieve the two outcomes of Youth Excel only if implementation research is conducted--and organizational capacity to implement implementation research strengthened--through those interventions.

Q40: There is a funding floor of \$1,000,000. For a small non-profit that would be an astronomical risk, thus, can USAID clarify if lesser amount would be considered?

A: The Youth Excel addendum has a global scope and anticipates making one award that would allow it to achieve the Addendum’s two outcomes with ability to respond to buy-ins in multiple regions and countries. Concept Notes for amounts below the funding floor can be submitted as part of a consortia or coalition.

Q41: Is there a funding minimum and maximum for this opportunity?

A: There is a funding floor for the prime awardee of \$1,000,000 and the maximum will be up to \$25-30 million over the course of five years.

Q42: USAID states “Subject to the availability of funds, USAID anticipates supporting one new Cooperative Agreement of up to \$25-30 million over the course of five years. Under that total estimated cost, core funds are anticipated to be \$15 million for up to five years with any additional funds beyond that coming from USAID Missions and Operating Units.” Would USAID please provide additional information on the process of securing Mission/OU funds following issuance of the base award (i.e., will the selected implementer be primarily responsible for identifying and securing additional, complementary funding sources, or, will USAID provide information on add-on funding opportunities as they arise during the life of the base award)?

A: USAID cannot elaborate in detail on the process of buy-ins and funding sources at this time.

Q43: From which sector(s) at USAID does the anticipated \$15 million in core funding come from for this addendum? And which specific Missions, if any, have already committed funds to this addendum?

A: Please see the response on Question #42.

Q44: Can USAID explain how the Missions will be engaged to contribute additional funds (beyond the core-funded \$15M) under Youth Excel?

A: Please see the response on Question #42w.

Q45: Is the Youth Excel Addendum meant to be for overseas programs only?

A: Yes, per Foreign Assistance Act of 1961, as amended, USAID programs are designed to address overseas development challenges.

Q46: When should we expect the announcement of a new addendum that will correspond with YouthPower2 implementation component?

A: The YP2 APS is open for one year (renewable each year) to Operating Units or Missions within USAID to issue their own addenda. As with Youth Excel Addendum, all addenda under the YP2 APS will be publicly available via www.grants.gov.

Q47: Does USAID have a preference or restriction on whether proposals are for a single country or multiple countries?

A: Please see the response on Question #10.

Q48: To achieve Youth Excel's outcomes, does USAID anticipate that Concept Notes submitted under Modality #3 will identify a set of specific countries or regions for implementation? Or, conversely, does USAID desire global coverage?

A: Please see the response on Question #10.

Q49: Can USAID clarify whether applicants are expected to select a country or countries at the Concept Note stage?

A: Please see the response on Question #10.

Q50: Should the winning coalition be prepared to work with Missions and partners globally, or is there a priority region of focus?

A: Please see the response on Question #10.

Q51: Can USAID provide clarification about Youth Excel's geographic focus and how it will align with target geographies of future addenda?

A: Please see the response on Question #10.

Future addenda will be issued by USAID Operating Units or Missions and will specify their own geographic focus which may complement or overlap with the geographic scopes of Youth Excel.

Q52: Should Applicants propose specific activities and select geographies (eg: one or two regions) in the Concept Note stage, or should Applicants focus more on the broader approach to achieving the Youth Excel outcomes in a range of contexts across the globe with USAID missions, with specific activities and geographies to be determined jointly with USAID and participating stakeholders during co-creation?

A: Please see the response to Question #10 and #51.

Q53: The addendum states that proposed programming will support implementation research to expand evidence base for cross-sectoral and sector- specific positive youth development (PYD) programs in Low- and Middle-Income Countries (LMICs). Is the applicant expected to define/propose the LMIC/s for which we are applying?

A: Please see the response to Question #10 and #51.

Q54: Can you please elaborate on the envisioned geographic scope of this APS addendum. Page 7 of the addendum states that “the organization/entity must be a legally recognized organizational entity in the country where it operates.” Will USAID consider applications whose activities take place in more than one country? Does this APS encompass research at the regional and/or global level?

A: Please see the response to Question #10 and #51.

Q55: Does USAID have geographic or country preferences for Youth Excel activities? Would USAID consider providing funding for activities in the Northern Triangle (Guatemala, El Salvador, or Honduras)?

A: Please see the response to Question #10 and #51.

Q56: Can USAID confirm the full definition of a Locally Established Partner (LEP) that is being utilized for this opportunity?

A: USAID’s New Partnership Initiative defines a Locally Established Partner (LEP) as “A U.S. or international organization that works through locally-led operations and programming models. LEPs:

1. Have maintained continuous operations in-country for at least five years and materially demonstrate a long-term presence in a country through adherence or alignment to the following:
 - Local staff should comprise at least 50% of office personnel,
 - Maintenance of a dedicated local office,
 - Registration with the appropriate local authorities,
 - A local bank account, and
 - A portfolio of locally implemented programs.
2. Have demonstrated links to the local community, including:
 - If the organization has a governing body or board of directors, then it must include a majority of local citizens (i.e. in the host country, this is not required);
 - A letter of support from a local organization to attest to its work; and
 - Other criteria that an organization proposes to demonstrate its local roots.”

Q57: Will USAID please provide the definition of a “locally established partner (LEP)” under the New Partnership Initiative? Would an affiliate or a branch of an international NGO be considered a local partner if it were registered as a local entity; i.e., XYZ NGO Thailand, but maintained ties to the larger international NGO association?

A: Please see the response to Question #56.

Q58: Can USAID confirm the full definition of an Underutilized Partner that is being utilized for this opportunity?

A: USAID’s New Partnership Initiative defines Underutilized Partner as “An organization that has received less than \$25 million in direct or indirect awards from USAID over the past five years.”

Q59: Page 6 of the APS addendum states that one cooperative agreement will be awarded, while page 7 makes reference to “four specific forms of engagement” are envisioned that are “intended to offer different entry points for working directly or indirectly with new, underutilized, or

established organizations.” Please confirm that, while all four forms of engagement qualify for the APS addendum, USAID will be selecting only one form of this engagement for the eventual award.

A: Subject to the availability of funds, USAID anticipates supporting one new Cooperative Agreement of up to \$25-30 million over the course of five years. Applicants need to identify one of the four forms of engagement with one or more new or underutilized partners in a USAID Partner Country that is a youth-led or youth-serving organization.

Q60: Can USAID clarify how the Youth Excel activity will intersect with future YouthPower 2 addenda?

A: Each addendum issued under the YP2 APS will be separate activities, but as each are a part of the YP2 APS umbrella mechanism, it is desirable that addenda activities share lessons learned, results, and promising practices in PYD in order to contribute to improved program quality.

Q61: To what degree do you see this initiative collaborating with and contributing to YouthPower 2: Learning and Evaluation (YP2LE)?

A: YP2 APS is designed to reinforce dissemination of results and lessons learned via the award(s) issued under the Youth Excel addendum and other addenda utilizing assistance mechanisms. YP2LE is an acquisition mechanism design to support USAID personnel within the field of PYD.

Q62: Can USAID clarify whether applying to the Youth Excel activity will exclude organizations from applying to future YouthPower 2 addenda?

A: Submission of Concept Notes for the Youth Excel addendum does not preclude an interested Applicant(s) from responding to other upcoming addenda under the YP2 APS.

Q63: In the Concept Note template, USAID indicated the following: “Each addenda under the YouthPower 2 (YP2) Annual Program Statement (APS) will include budget information IF a budget is required with the submission of the Concept Note. Should a budget be required by the addendum, the budget template provided as Attachment B of the YP2 APS is required along with a summary budget narrative explaining the proposed expenses. Should a budget not be required by an addendum, the Applicant is not required to submit a budget and budget narrative until a Request for Full Application is issued directly to the Applicant(s).” Can USAID please confirm that applicants are not expected to submit a summary budget for this addendum at the concept note stage?”

A: USAID confirms that in response to the Youth Excel Addendum, Applicant(s) are not expected to submit a budget or budget information at the Concept Note stage.

Q64: Can USAID please confirm that Section III (budget and partner contact information) of the concept paper template is not a requirement for submission for the Excel Addendum?

A: Please see the response of Question #63.

Q65: The Youth Excel Concept Note template includes a section for Supporting Information, including a Proposed Estimated Cost and Cost Breakdown. The template notes that “Each addenda under the YouthPower 2 (YP2) Annual Program Statement (APS) will include budget information IF a budget is required with the submission of the Concept Note.” The addenda only notes the budget in the section for the Full Application. Can USAID confirm that a budget is not required to be submitted with the Concept Note?

A: Please see the response of Question #63.

Q66: The Concept Note Template referenced as Attachment A in the Addendum includes a Proposed Estimated Cost and Cost Breakdown section on part III. However, the Addendum does not include budget instructions for the concept note. **Can you please confirm that a budget is not required at this stage?**

A: Please see the response of Question #63.

Q67: Page 8 of the Addendum states: “The prime will not directly assist project beneficiaries.” Can USAID please define project beneficiaries for this addendum, specifically if beneficiaries are understood to be individuals or organizations?

A: “Project Beneficiaries” refer to the direct beneficiaries of a local youth-serving or youth-led organization that targets youth or other individuals in their programming; in other words, “direct beneficiaries” here likely refers to youth or other participants in programming. It does not refer to organizations with whom the prime may work to develop implementation research capacity.

Q68: Can USAID please confirm that local, new, and underutilized partners under NPI can also serve as the local youth-led or youth-serving organizations that the prime applicant partners with to build the capacity of and achieve outcomes 1 and 2?

A: Yes, USAID confirms.

Q69: Can USAID confirm that multiple applicants are expected to participate in both the co-creation and full application steps?

A: USAID expects to invite a subset of the most highly-rated Concept Note Applicants to engage in the co-creation stage. After the co-creation stage, USAID will request the submission of a Full Application(s). Full Application(s) may only be submitted to USAID upon receiving the invitation to do so.

Q70: Can USAID please provide an expected timeline for release and submission of the full RFA?

A: USAID can not provide additional information at this stage.

Q71: Can USAID please confirm that applicants may propose specific partners in a specific country(ies)? Or should applicants wait to determine which countries will participate via Mission buy-in?

A: Concept Notes are expected to identify all proposed partners, with the understanding that this list may change and may not be exhaustive. Concept Notes do not need to name specific countries and should not attempt to anticipate country focus from Mission or Operating Unit buy-ins.

Q72: To achieve Youth Excel’s outcomes, does USAID anticipate that Concept Notes submitted under Modality #3 will identify a set of specific countries or regions for implementation? Or, conversely, does USAID desire global coverage?

A: Please see the response on Question #10 and #71.

Q73: Will USAID please clarify whether concept notes should be submitted to YP2APS@usaid.gov or YouthPower2@usaid.gov?

A: Please see the information on Amendment 002.

Q74: Section C: Eligibility. For Applicants that are eligible under form of engagement #3 (sub-awards to new or underutilized partners via prime awardees that serve in a limited mentorship role), can (1) USAID clarify if applicants must propose both modalities of support under 3A and 3B, or select one modality; and (2) IF Applicants must propose both modalities 3A and 3B, given the resources and investment needed to build both technical capacity as well as provide robust organizational development to allow local or locally-established NPI partners to become direct recipients of USAID funds, **could USAID provide guidance on balancing the priorities between becoming more capable of doing youth-led implementation research vs. building the financial and organizational capacity of local partners?**

A: For applicants eligible for modality #3, the Applicant should select either 3A or 3B. Please refer to the [New Partnership Initiative](#) for additional information.

Q75: Can USAID share guidelines or reference policies for 'prime/mentor' awards and 'transition awards' as referenced on p.8?

A: Please refer to the [New Partnership Initiative](#) for additional information.

Q76: The addendum states under Eligibility, Forms of Engagement Number 3 that, “NPI seeks to shift USAID from viewing successful local capacity building as a local organization’s ability to receive and manage federal funding directly to measuring success by the strengthened performance of local actors and local systems in achieving and sustaining demonstrable results.” Then under modality 3.a states, “Prime awardees must pass a minimum percentage of the total funding of their awards, to local sub-awardees, with a goal of moving them to qualify for direct awards.” **What criteria will be considered for these local sub-awardees to determine their ability to qualify for direct awards?**

A: Please see the response on Question #74.

Q77: For Applicants eligible under form of engagement #3, can USAID clarify if Applicants must meet the 50% minimum in subawards to local and locally-established partners within the core funding available (USD \$15 million), or if the 50% can be met through the additional \$10-15 million available for buy-ins from Missions and Operating Units, recognizing that some costs included under core funds could be leveraged to implement buy-in activities (eg: development of capacity building tools, collaboration with the broader YP platforms, among others) and might not need to be replicated.

A: Please see the response on Question #74.

Q78: Can USAID confirm that applicants are able to use a font size smaller than Times New Roman 12-point font for graphics, tables, and text boxes?

A: Yes, applicants can use a font size no smaller than Times New Roman 10-point font for graphics, tables, and text boxes.

Q79: USAID states the main body of the Concept Note must NOT exceed five (5) pages single-spaced and must use 12-point Times New Roman font and one-inch margins on the electronic equivalent of 8.5x

11 inch paper, with page numbers in the footer. **Can USAID confirm if tables, text boxes, and figures are included in the 12-point Times New Roman font size requirement?**

A: Please see the response on Question #78.

Q80: The Youth Excel Concept Note template Section B includes requirements to address the organization's expertise in related areas, as well as how the organization will ensure the availability of technical experts for on-demand support. This is noted to be evaluated under Criterion 2. However, the description of this Criterion focuses more on the organization's approaches and their alignment than on the organization's capacity and expertise; given limited space, **can USAID clarify whether the focus of Section B should be more on approaches or on organizational expertise? If both, would USAID consider allowing a one-page attachment to provide additional details on organizational capacity?**

A: Yes, Applicants are expected to address both technical expertise and relevant approaches under Criterion 2. No additional pages will be allowed at the Concept Note phase.

Q81: The Concept Note template indicates on its first page, "The main body of the Concept Note (Sections I, II and III) must NOT exceed five (5) pages." However, each section in the template has a number of pages assigned. Section I states: "Cover sheet must be limited to one page and will NOT count towards the five (5) page limit of the concept note." Section II states: "may NOT exceed 5 pages" Section III states: for cost breakdown maximum 1 page, and for Partners' contact information no more than 2 pages, not included on 5-page limitation. **Can you please confirm that we are to follow the page limit assigned in each section of the template?**

A: Please see the response on Question #80 and refer to the [USAID No.7200AA20APS00008 Youth Excel Addendum - Concept Note Template Revised](#)

Q82: USAID states the main body of the Concept Note (Sections I, II, and III) must NOT exceed (5) pages. However, on page 2 of the Concept Note USAID states Section II may NOT exceed 5 pages, whereas on page 1 and 3 USAID states Sections I and III are NOT included in the 5-page limitation. **Can USAID confirm that a cover page and summary budget are not included in the 5-page limit?**

A: Please see the response on Question #63, #80 and refer to the [USAID No.7200AA20APS00008 Youth Excel Addendum - Concept Note Template Revised](#)

Q83: There are a few discrepancies between the Concept Note Template and the Addendum instructions for the format and submission requirements of the Concept Note. Can USAID please confirm/clarify:

- a. In the Concept Note Template, first paragraph on pg. 1, it states, "The main body of the Concept Note (Sections I, II and III) must NOT exceed five (5) pages single-spaced and ..." However, the instructions for Sections I and III indicate they do not count towards the five-page limit. **Can USAID please clarify?**

A: Please see the response on Question #63, #80 and refer to the [USAID No.7200AA20APS00008 Youth Excel Addendum - Concept Note Template Revised](#)

- b. In the Concept Note Template under Section I - Summary Information Cover Sheet (one page), it indicates this cover sheet is required and does not count towards the five-page limit? **However, this cover sheet is not mentioned in the Addendum as a requirement for the Concept Note submission. Can USAID please clarify?**

A: Please see the response on Question #63, #80 and refer to the [USAID No.7200AA20APS00008 Youth Excel Addendum - Concept Note Template Revised](#)

- c. From the Concept Note Template under the Section III. Supporting Information:
- i. Section A. Proposed Estimated Cost and Cost Breakdown indicates that this required and does not count towards the five page limit. However, in that section it also states that “each addenda under the YouthPower 2 (YP2) Annual Program Statement (APS) will include budget information IF a budget is required with the submission of the Concept Note.” In our review of the Youth Excel Addendum, it does not mention a budget being required for the April 30 submission (“budget” is only referenced under the section on “Full Application” on pg. 10). **Can USAID please clarify if a summary budget is a requirement for the April 30 submission? If so, can USAID confirm Applicants are required to use the budget template provided with the overall APS?**

A: Please see the response on Question #63, #80 and refer to the [USAID No.7200AA20APS00008 Youth Excel Addendum - Concept Note Template Revised](#)

- ii. Section B. Contact Information for Proposed Partners indicates this is required and does not count towards the five page limit. However, this is not mentioned as a requirement in the Addendum. **Can USAID further clarify if this is a requirement for the April 30 submission? Can USAID further clarify what is meant by “core partners” referenced in this section? This is also not mentioned or defined in the Addendum nor the APS.**

A: For the new deadlines on the Concept note submission refer to Amendment 002. For questions on core partners refer to the response on Question #3.

Q84: Can USAID please confirm if a budget is required as part of the concept note submission for Addendum #1?"

A: Please see the response on Question #63.

Q85: Will USAID provide Applicants the assumptions that were used to develop the APS and Youth Excel Theories of Change?

A: As detailed on the YP2 APS, the theory of change for the APS is built upon the foundation and assumptions of positive youth development. The Youth Excel theory of change is built upon the principles of the Journey to Self-Reliance, especially its approach to sustainability, as well as evidence on the utility of implementation research for supporting quality, sustainable programming.

Q86: In the Addendum on pg. 7, it states, “All interested organizations are restricted to submitting only one Concept Note as the Prime Applicant.”, then in the next paragraph states, “NOTE: Applicants can serve as sub-awardees or supporting partners on multiple Concept Notes submissions under the Youth Excel Addendum under the YP2 APS.” Can USAID confirm that a Prime Applicant could also serve as a sub-awardee on a Concept Note Submission of other Prime Applicant(s)?

A: Per Section C, Eligibility Information, Applicants can serve as sub-awardees or supporting partners on multiple Concept Notes submissions under the Youth Excel Addendum.

Q87: Can an organization submit a proposal as a prime and also sub on other consortia?

A: Please see the response on Question #86.

Q88: Can an organization be a prime on one concept note, and a sub on another concept note?

A: Please see the response on Question #86.

Q89: Can an organization submit a proposal as a prime and also sub on other consortia?

A: Please see the response on Question #86.

Q90: Does USAID foresee inviting more than one applicant team to submit a full proposal?

A: USAID will make this decision based on the number and quality of the Concept Notes received and the results of the co-creation process.

Q91: How does USAID suggest responders balance empowering new and underutilized development partners with little to no history of receiving USAID funding, as is the case with many youth-led organizations, along with empowering new and underutilized development partners with a limited history of receiving USAID funding? Are both groups of priority interest to USAID and eligible for participation?

A: Yes, both groups are of priority interest to USAID.

Q92: Should proposed partnerships include those youth-led/youth-serving organizations whose capacity needs to be developed? Or rather, based on the need for country Missions to buy-in to Youth Excel, should proposed partnerships be comprised of those organizations that can build the capacity of TBD youth-led/youth-serving organizations?

A: Proposed partnerships should include youth-led or youth-serving organizations whose capacity to conduct and apply implementation research needs to be developed.

Q93: Should the concept note include proposed or illustrative implementation science projects, or research questions to be addressed?

A: While Concept Notes will address how a partner will achieve outcomes 1 and 2, a list of proposed implementation research projects or questions may be included but need not be exhaustive.

Q94: Can USAID share a list of Missions who have expressed interest in buying-in to this addendum?

A: USAID will provide additional information at the later stages of the procurement.

Q95: Should corporate capability statements/examples be limited to a certain time period, i.e. referencing work in the past 5 years only?

A: This is a decision of the Applicant and not USAID.

Q96: Can you clarify if sectors as described in the APS (page 11) are valid or only those listed in the Addendum should be considered for this application?

A: The sectors listed both in the APS and the Addendum are illustrative.

Q97: Are the descriptions of the four modes of local organization engagement described on pp. 7-8 to be managed by USAID or by the selected applicant?

A: As detailed on Section C, Eligibility Information of the Addendum, the onus is upon the Applicant to demonstrate the viability of their plan to comply with the NPI requirements. If a Concept Note/Full Application does not propose to address the needs of youth across a minimum of two technical sectors (i.e. reproductive health and voluntary family planning, education, agriculture, environment, economic growth, democracy, human rights and governance, etc.) in the range of contexts where USAID operates, the Concept Note/Full Application will be deemed ineligible and USAID has no obligation to review the Concept Note/Full Application.

Q98: To achieve Youth Excel's outcomes, does USAID anticipate that Concept Notes submitted under Modality #3 will cover most or all of the technical sectors identified in the Addendum?

A: Please see the response on Question #97.

Q99: Please clarify how the technical sectors that involve PYD will be selected for Youth Excel support. Is there an estimated breakdown of the technical sector programs that YP2 might support through Youth Excel (i.e., 10% for democracy and governance, 40% for reproductive health and voluntary family planning, 30% for education, and 20% workforce development)? If yes, would it be possible to share this information?

A: Youth Excel is a cross-sectoral activity with no pre-established percentages of sector representation.

Q100: Please clarify the statement on the bottom of page 6 of the addendum: "Applications for renewal or supplementation of existing projects are eligible to compete." Should applicants propose existing programs that could benefit from Youth Excel support?

A: Concept notes are welcome to propose new interventions and interventions that build upon existing or previous activities.

Q101: Must sub-partners be named on the concept note? Can sub-partners be added and removed during the full proposal stage?

A: Please see the response on Question #71.

Q102: Does the RAA29. PROTECTING LIFE IN GLOBAL HEALTH ASSISTANCE clause apply to Youth Excel? (i.e. will organizations be required to comply with Protecting Life in Global Health Assistance?). Since this is coming out of the E3 Bureau Office of Education, and not global health funding, it seems that it should not apply to this opportunity?

A: The decision will rest with the cognizant Agreement Officer.

Q103: How is USAID considering the COVID-19 pandemic on the Youth Excel Addendum? Will cost estimates/budget be required as part of the concept note submission?

A: Please see the response on Question #63. For additional information, including COVID-19, USAID encourages interested Applicants to regularly check grants.gov for updates.

Q104: Please explain the relationship between the Youth Excel activity and any sub-awards to youth organizations that may take place under YouthPower II Learning & Evaluation (YP2LE). How is the evidence, knowledge transfer, and learning by youth-led and youth-serving organizations under YP2LE different than/complementary to/ not duplicative of the implementation research to be conducted under Youth Excel?

A: YP2LE is an acquisition mechanism designed for USAID personnel as a channel to disseminate knowledge management and research. On the other hand, Youth Excel Addendum's award will be an assistance mechanism that will support implementation research and dissemination of implementation research findings and results, primarily targeting emerging youth-led and youth-serving organizations in LMICs to improve their PYD programs and expertise.

Q105: Can you explain more how USAID intends to organize and manage the co-design process? Our previous experience has shown that previous co-design processes with USAID Missions have involved significant negotiations and restructuring of relationships with partners (some of which may or may not have been part of the initial concept paper). We also expect that the co-design for this APS will require obtaining Mission concurrence. Given these considerations, to what extent does USAID expect applicants to have solidified its in-country partnerships by the concept paper stage?

A: At the Concept Note stage USAID does not expect solidified in-country partnerships. Additional information on the Co-Creation stage will be shared with Applicant(s) invited to co-create with USAID.