



USAID | JAMAICA
FROM THE AMERICAN PEOPLE

Amendment 001 Issue Date: November 18, 2022

Subject: Amendment 001 to Notice of Funding Opportunity (NOFO) No. 72053223RFA00001

Activity Title: Supporting Victims of Violence (VoV)

The purpose of this amendment No. 001 to the subject NOFO is to include USAID Responses to questions received and make specific changes as applicable.

1. In Section A. VI. (page 14) and section B.2. (page 17) , **DELETE** “The successful applicant must propose a logical framework and an Activity Monitoring, Evaluation and Learning Plan (AMELP), which explains the appropriateness of this approach and how progress towards achieving outcomes will be monitored and assessed.” and **REPLACE** it with the following: “Applicants must propose a logical framework and an Activity Monitoring, Evaluation and Learning Plan (AMELP), which explains the appropriateness of this approach and how progress towards achieving outcomes will be monitored and assessed.”
2. On page 23, Section D.4, Application Submission Procedures, **DELETE** “File size must not exceed 12MB.” and **REPLACE** it with “file size must not exceed 12 MB per email.”
3. On Page 25, Section 6.c., **DELETE** the current link and **REPLACE** it with the following: <https://www.usaid.gov/sites/default/files/documents/303mav.pdf>
4. **ADD** the following annex to the NOFO: Annex 3 - Jamaica’s Local Compensation Plan.
5. **ADD** the following annex to the NOFO: Annex 4 - Current List of Hot Spot Communities.
6. See ATTACHMENT I for questions and answers.

Sincerely,

Javier O. Castano
Supervisory Agreement Officer

ATTACHMENT I - RESPONSES TO QUESTIONS

1. Question

Page 13 specifies that the “The Activity will be implemented in a few select communities where multiple interventions can be clustered, have depth and be sustained.” Would USAID please clarify how many communities and hot spots should be targeted for project operations and activities?

Answer

See “1. Country Context and Background”, page 4 and “Community and Collective Violence”, page 8 of the NOFO. Note: A State of Emergency measure was declared by the GoJ in these parishes on November 15, 2022.

2. Question

Page 14, Section V, Program Approach: Would USAID consider revising the scaled budget approach to require 50 percent of direct expenses going to support local entities in Year Three, working up to 75 percent in Year Four? This more gradual scaled approach would allow more time for the local entities to be better prepared to take on that increased programmatic and financial responsibility.

Answer

USAID expects that the prime partner will build the capacities of the local entities so they can be fully prepared to lead on the technical and logistical aspects of the award in year three which is when the Prime partner is expected to continue to serve as the lead for programmatic direction whilst the local partner(s) will lead on the technical and logistical aspects of program implementation.

3. Question

Page 14, Section V, Program Approach, Cost Share Requirement: Would USAID accept leverage in place of cost share to meet the 10% cost share requirement? Since this is a locally driven activity, where a majority of the budget will go to support local partners, cost share would place an undue burden on these organizations while they are learning how to manage USAID funds at the same time.

Answer

No. USAID/Jamaica requires a 10% cost share for this activity.

4. Question

Page 14, Section V, Program Approach: Could USAID please confirm that “75 percent of the direct expenses” should be calculated in the budget as 75 percent of direct costs?

Answer

Yes. 75 percent of the direct expenses should be calculated in the budget as 75 percent of direct costs.

5. Question

On page 16, Section A. VII, the solicitation describes an “Activity and Management Staffing” section that includes key personnel and a management and staffing plan. On page 23, Section D.5, the solicitation lists a “Detailed Management Plan including key personnel” that is “not included in the 15-page limit.”

- a. Would USAID please confirm that the Activity and Management Staffing mentioned in Section A.VII is the same as the Detailed Management Plan including key personnel that is not included in the 15-page limit in Section D.5?
- b. If these are different, would USAID provide guidance on what is included in the Detailed Management Plan including key personnel?

Answer

The Activity and Management Staffing mentioned in Section VII is the same as the Detailed Management Plan mentioned in in Section D. 5 (g) on page 23.

6. Question

On page 22, Section D.3, the solicitation states that applicants “may choose to submit a cover letter in addition to the cover pages.”

Would USAID please confirm that cover letters do not count against page limits?

Answer

USAID confirms that a cover letter will not count against page limits.

7. Question

On page 22, Section D.3, the solicitation states that “10 point font can be used for graphs and charts.”

Would USAID please confirm that page numbers and footers may also use 10 point font?

Answer

As stated in Section D.3, page numbers and footers shall use 12 point Times New Roman font.

8. Question

On page 22, Section D.3, General Content and Form of Application: The NOFO states: “Applications must comply with the following...10 point font can be used for graphs and charts. Tables, however, must comply with the 12 point Times New Roman requirement.”

- a. Would USAID kindly consider allowing 10 point font for textboxes and figures

- b. Would USAID kindly consider allowing applicants to use a font type other than Times New Roman for graphs, charts, textboxes and figures, as long as it is legible?

Answer

USAID has no objections to the use of 10 point font for textboxes and figures. Further, applicants may use a font type other than Times New Roman for graphs, charts, textboxes and figures, as long as it is legible.

9. Question

On page 22, Section D.3, General Content and Form of Application : The NOFO states: “Applications must comply with the following:...Use...left justification and headers and/or footers on each page including consecutive page numbers.” Would USAID allow applicants to only apply consecutive page numbering for the 15-page Technical Approach, so that they may number the other application sections individually?

Answer

Please refer to Section D. (d) (page 23) which requires applicants to submit a 15-page limit Technical Approach with pages numbered consecutively. Applicants may number other sections as they deem appropriate.

10. Question

On page 23, Section D.4, Application Submission Procedures: The NOFO states that the “File size must not exceed 12MB.” Would USAID please clarify if that requirement is per email or per attachment?

- a. If the requirement is a 12 MB per email limit, would USAID please consider raising the size limit to 25MB?

Answer

See Specific Changes. Note: The limit of 12 MB per email will ensure proper processing by our mailing system.

11. Question

Page 23, Section D.4, Implementation Schedule: The NOFO requires offerors to submit an Implementation Schedule with the proposal though it does not provide instructions. Can USAID confirm this schedule would be for the first year of implementation only? The context in Jamaica is fluid and adapting the program during annual work planning in collaboration with USAID would support implementation and results.

Answer

The Implementation Schedule is for the four-year period of the activity.

12. Question

Page 25, Section 6.c.: Could USAID please provide the “Certifications, Assurances, Representations, and Other Statements of the Recipient” document as an attachment or provide a new link? Note: The current link does not work.

[Answer](#)

[See Specific Changes.](#)

13. Question

Page 25, Section 6.c.: In regard to the Certificate of Compliance,.. What should the applicant submit if the applicant’s systems have not been certified by USAID/Washington's Office of Acquisition and Assistance (M/OAA)?

[Answer](#)

[As stated in Section 6. c\) \(3\), a Certificate of Compliance is required only if the applicant’s systems have been certified by USAID/W.](#)

14. Question

Could USAID please confirm that the applicant does not need to budget VAT for local expenses and that USAID holds a VAT exemption in Jamaica?

[Answer](#)

[USAID/Jamaica confirms that the applicant does not need to budget for VAT for local expenses as a VAT exemption on local purchases is in place.](#)

15. Question

Could USAID please share a copy of Jamaica’s Local Compensation Plan?

[Answer](#)

[See Specific Changes.](#)

16. Question

Could USAID please provide the Jamaica Constabulary Force’s prioritized ‘hot spots’ to ensure alignment of selected sub-parish locations for implementation?

[Answer](#)

[See Specific Changes.](#)

17. Question

Could USAID please confirm that a draft logical framework is not required in the proposal submission? NOFO Section A. VI. (page 14) and section B.2. (page 17) states “The successful applicant must propose a logical framework and an Activity Monitoring,

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Evaluation and Learning Plan (AMELP), which explains the appropriateness of this approach and how progress towards achieving outcomes will be monitored and assessed.”

[Answer](#)

[See Specific Changes.](#)

END OF QUESTIONS & ANSWERS