



USAID | JAMAICA

FROM THE AMERICAN PEOPLE

Issue Date: October 20, 2022
Deadline for Question: November 3, 2022
Closing Date: November 30, 2022
Closing Time: 1:00 P.M. (Local time)

Subject: Notice of Funding Opportunity Number: 72053223RFA00001

Activity Title: Supporting Victims of Violence

Federal Assistance Listing Number: 98.001

Ladies/Gentlemen:

The United States Agency for International Development (USAID) is seeking applications for a cooperative agreement from qualified entities to implement the Supporting Victims of Violence activity. Eligibility for this award is not restricted.

USAID intends to make an award to the applicant(s) who best meets the objectives of this funding opportunity based on the merit review criteria described in this NOFO subject to a risk assessment. Eligible parties interested in submitting an application are encouraged to read this NOFO thoroughly to understand the type of program sought, application submission requirements and selection process.

To be eligible for award, the applicant must provide all information as required in this NOFO and meet eligibility standards in Section C of this NOFO. This funding opportunity is posted on www.grants.gov, and may be amended. It is the responsibility of the applicant to regularly check the website to ensure they have the latest information pertaining to this notice of funding opportunity and to ensure that the NOFO has been received from the internet in its entirety. USAID bears no responsibility for data errors resulting from transmission or conversion process. If you have difficulty registering on www.grants.gov or accessing the NOFO, please contact the Grants.gov Helpdesk at 1-800-518-4726 or via email at support@grants.gov for technical assistance.

USAID may not award to an applicant unless the applicant has complied with all applicable unique entity identifier and System for Award Management (SAM) requirements detailed in Section D.6.f. The registration process may take many weeks to complete. Therefore, applicants are encouraged to begin registration early in the process.

Please send any questions to the point(s) of contact identified in Section D. The deadline for questions is shown above. Responses to questions received prior to the deadline will be furnished to all potential applicants through an amendment to this notice posted to www.grants.gov.

Issuance of this notice of funding opportunity does not constitute an award commitment on the part of the Government nor does it commit the Government to pay for any costs incurred in

Notice of Funding Opportunity No. 72053223RFA00001
Supporting Victims of Violence Activity

preparation or submission of comments/suggestions or an application. Applications are submitted at the risk of the applicant. All preparation and submission costs are at the applicant's expense.

Thank you for your interest in USAID programs.

Sincerely,

Javier Castano

Digitally signed by Javier
Castano
Date: 2022.10.20 15:33:01 -04'00'

(Mr.) Javier O. Castano, CPCM
Supervisory Agreement Officer (Regional)

TABLE OF CONTENTS

Section A – Program Description	4
Section B – Federal Award Information	17
Section C – Eligibility Information	20
Section D – Application and Submission Information	21
Section E – Application Review Information	35
Section F – Federal Award Administration Information	39
Section G – Federal Awarding Agency Contacts	43
Section H – Other Information	44
Annex 1 – Summary Budget Template	45
Annex 2 – Standard Provisions	46

SECTION A: PROGRAM DESCRIPTION

This funding opportunity is authorized under the Foreign Assistance Act (FAA) of 1961, as amended. The resulting award will be subject to 2 CFR 200 – Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, and USAID’s supplement, 2 CFR 700, as well as the additional requirements found in Section F.

I. Country Context and Background

Violence is a global issue, and for the countries of the Western world including Jamaica, and “has become most visible in inner cities because of its frequency and severity.”¹ Violence occurs in many different forms – from verbal abuse and threats at one extreme to homicide at the other.² As noted in the [World Health Organization \(WHO\) 2002 World report on violence and health: summary](#), violence is “the intentional use of physical force or power, threatened or actual, against oneself, another person, or against a group or community, that either results in or has a high likelihood of resulting in injury, death, psychological harm, maldevelopment, or deprivation.”³ The WHO’s definition “encompasses interpersonal violence...includes the myriad and often less obvious consequences of violent behavior, such as psychological harm, ...that compromise the well-being of individuals, families and communities.”⁴ The report explains that violence can be further differentiated into broad categories “according to who commits the violent act and to reflect more specific types of violence.” These types of violence are **self-directed, interpersonal and collective**.⁵ In addition, this typology underscores for us the “nature of the violent acts, the relevance of the setting, the relationship between the perpetrator and victim, and the possible motives for the violence.”⁶ For the purpose of this activity, the focus will primarily address the support of victims of **interpersonal violence**, such as family and intimate partner violence, and community violence; and elements of **collective violence** (namely organized violent crimes).

Social Anthropologist, Dr. Herbert Gayle affirms that violence in Jamaica is not restricted to any single kind of culture, class, or race and that the country has a real problem with social violence, which has affected the way Jamaicans are treated in the region and further abroad.⁷ According to the [United Nations Office on Drugs and Crime \(UNODC\) Global Study on Homicide 2019](#),⁸ Jamaica’s rate of intentional homicide/murders per 100,000 inhabitants is amongst the top ten highest in the world, and it is the highest in the Americas. The [Jamaica Constabulary Force \(JCF\) statistics on homicide rate](#) indicates that the Metro areas (Kingston, St. Andrew and St. Catherine), St. James, Clarendon and Westmoreland account for approximately eighty percent of intentional

¹ <https://jamaica-gleaner.com/article/news/20170124/herbert-gayle-light-violence>

² <https://jamaica-gleaner.com/article/news/20170124/herbert-gayle-light-violence>

³ https://www.who.int/violence_injury_prevention/violence/world_report/en/summary_en.pdf

⁴ https://www.who.int/violence_injury_prevention/violence/world_report/en/summary_en.pdf

⁵ https://www.who.int/violence_injury_prevention/violence/world_report/en/summary_en.pdf

⁶ https://www.who.int/violence_injury_prevention/violence/world_report/en/summary_en.pdf

⁷ <https://jamaica-gleaner.com/article/news/20170124/herbert-gayle-light-violence>

⁸ <https://dataunodc.un.org/content/Country-profile?country=Jamaica>

homicides/murders for the period 2017 and 2018. Notably, the country's rate of femicide⁹, the murder of women and girls, is approximately 10.9 per 100,000 as stated by [Small Arms Survey Research Notes](#), which ranks second in the world, only behind El Salvador.¹⁰ In addition, the JCF report on "[Victims \(Females\) of Murders Report for Years 2015 - 2019](#)" indicates that on average seventy percent of female victims of domestic violence occur in the six parishes identified as having the highest homicide rates.

A 2017 IDB report notes that "crime and violence are serious obstacles to development in Latin America and the Caribbean (LAC), adversely impacting their economies, and this challenging security situation has not only put strains on these countries' economies but has further weakened the already limited capacity of the State."¹¹ Jamaica's crime-related costs in 2014 were estimated at 3.99% of GDP.¹² In an October 12, 2017 Jamaica Gleaner newspaper article, the then Minister of National Security estimated the direct cost of violence to the Jamaican economy to be five percent of GDP or J\$68B (US\$535M). High rates of violence place a heavy burden on the health and criminal justice systems and render many survivors unable to work or otherwise move freely in society. It erodes the development of human capital and arguably can be seen as a driving force behind Jamaica's "brain drain". Although in the past decade, Jamaica has made positive economic growth progress, increased crime and violence continue to be a significant cost for the country.

Since 2009, successive governments have actively engaged in and established legislative agendas and priorities to address the spectrum of high levels of crime and violence (Harriott and Jones, 2016).¹³ With respect to violence against women and girls, Jamaica has implemented a strong framework to address sexual violence against women and girls through strong criminal penalties, improvement in police accountability, new law enforcement units, and clarified and updated definitions within the established legislative agendas. Moreover, with specific reference to gender-based violence, the "legislation has increased punishment for perpetrators, and several laws have been amended to conform to treaty obligations, increase penal sanctions, and strengthen the response to international and transnational crimes."¹⁴ Moreover, in strengthening its response in tackling the pervasive challenges of violence, primarily gender-based violence, the GOJ launched a ten-year plan in 2017 titled the National Strategic Action Plan to Eliminate Gender-Based Violence (NSAP-GBV). The [NSAP-GBV](#) underscores five interlinked priority areas, "with overlapping issues": "(1) *prevention*, (2) *protection (psychosocial and health)*, (3) *investigation*,

⁹ WHO Department of Reproductive Health. "Understanding and Addressing Violence Against Women". https://apps.who.int/iris/bitstream/handle/10665/77421/WHO_RHR_12.38_eng.pdf

¹⁰ Femicide: A Global Problem. (Number 14. February 2012). <https://www.smallarmssurvey.org/sites/default/files/resources/SAS-Research-Note-14.pdf>

¹¹ <https://publications.iadb.org/publications/english/document/The-Costs-of-Crime-and-Violence-New-Evidence-and-Insights-in-Latin-America-and-the-Caribbean.pdf>

¹² IDB, Executive Summary, "The Costs of Crime and Violence: New Evidence and Insights in Latin America and the Caribbean (2017). [https://publications.iadb.org/publications/english/document/The-Costs-of-Crime-and-Violence-New-Evidence-and-Insights-in-Latin-America-and-the-Caribbean-\(Executive-Summary\).pdf](https://publications.iadb.org/publications/english/document/The-Costs-of-Crime-and-Violence-New-Evidence-and-Insights-in-Latin-America-and-the-Caribbean-(Executive-Summary).pdf)

¹³ Harriott and Jones (2016). Crime and Violence in Jamaica: IDB Series on Crime and Violence in the Caribbean. <https://publications.iadb.org/publications/english/document/Crime-and-Violence-in-Jamaica-IDB-Series-on-Crime-and-Violence-in-the-Caribbean.pdf>

¹⁴ Harriott and Jones (2016). Crime and Violence in Jamaica: IDB Series on Crime and Violence in the Caribbean. <https://publications.iadb.org/publications/english/document/Crime-and-Violence-in-Jamaica-IDB-Series-on-Crime-and-Violence-in-the-Caribbean.pdf>

prosecution, and enforcement of court orders, (4) enforcement of victim's rights to compensation, reparation, and redress, and (5) protocols for coordination of NSAP and data management systems."¹⁵

In addition to its action plans and statutory agendas to support its crime prevention and safety initiatives and strategies, Jamaica is a signatory to a number of [key international treaties on human rights](#) with regard to domestic violence and gender-based violence¹⁶. Such named treaties are the Convention on the Elimination of All Forms of Discrimination against Women (CEDAW) and the Convention of Belem do Para (the Inter-American Convention on the Prevention, Punishment and Eradication of Violence against women and girls).

However, it is observed that although Jamaica is a signatory to and have ratified such international treaties, and have made significant efforts to draft and establish legislation and policy frameworks, the "laws are not implemented effectively and gaps remain in the justice system, allowing GBV, in particular violence against women, to persist."¹⁷ To enhance this point, it was mentioned and emphasized at stakeholder consultation with the University of the West Indies Institutes for Gender and Development Studies that "*the issue in Jamaica, we have some good policies...addressing some issues...but they are not being implemented.*" In short, there is a gap / disconnect between legislation, the application of same and its awareness.

Interpersonal Violence (IV)

"Interpersonal violence, often referred to as intimate partner violence, domestic violence or battering, is a pattern of behavior used to establish power and control over another person through fear and intimidation, often including the threat or use of violence."¹⁸ As previously referenced, there are two subgroups of IV. The first describes violence that occurs between family members and intimate partners, which often, but not exclusively, takes place in the home. The forms of violence within this subgroup include "child abuse, violence by an intimate partner and abuse of the elderly." The second subgroup is community violence, which refers to acts of violence that generally takes place outside the home (for example, in "institutional settings such as schools, workplaces, prisons and nursing homes") between persons who are unrelated and may or may not know each other. "Youth violence, random acts of violence, rape or sexual assault by strangers" are such acts within this subgroup.

Moreover, it is reported that the targeted group of IV are usually women, but as Bragg (2003) explains, domestic violence "cuts across every segment of society and occurs in all age, racial, ethnic, socio-economic, sexual orientation, and religious groups."¹⁹ In short, anyone can be a victim

¹⁵ [NSAP-GBV](#)

¹⁶ Jamaica-Gender Based Violence Policy Briefing. April 2018 (updated August 202). <http://www.noneinthree.org/wp-content/uploads/2020/09/Jamaica-policy-briefing-updated-August-20.pdf>

¹⁷ [NSAP-GBV](#)

¹⁸ Boston University. Domestic and Interpersonal Violence: What is interpersonal violence? <https://www.bu.edu/fsao/resources/interpersonal-violence/>

¹⁹ H. Lien Bragg (2003). Child Protection in Families Experiencing Domestic Violence. <https://www.childwelfare.gov/pubpdfs/domesticviolence.pdf>

of interpersonal violence. The most common victims, according to Gayle, of domestic violence in terms of frequency and/or intensity are boys, girls, elderly, disabled, women and men--in descending order. He explains that the three particular factors which contribute to such prevalence of violence are (1) crisis families - with absent fathers and unsupported single or missing mothers, the presence of “constant conflict, especially between caregivers” or “severe problems with father or father figures”, (2) the poor treatment (to include torture and neglect) of boys, and (3) weak central political authority which overburdens the security forces. “Such hardships make boys vulnerable to violence, given that they often compete violently for scarce resources, and they can be easily mobilized by gangs” (Gayle 2009 cites Barry Chevannes).

According to Jamaica’s First National Survey on Gender-Based Violence entitled, “[Women’s Health Survey 2016](#)”²⁰ undertaken by the Statistical Institute of Jamaica (STATIN) more than “one in four women (25.2 per cent) has experienced physical violence by a male partner, and 7.7 per cent has been sexually abused by their male partner.” On the other hand, the JCF report on “[Domestic murders by Gender for year 2011 - 2019 and period January 1 - March 07, 2020](#)” indicates that approximately 5% of murders over the period are classified as domestic violence, with men being killed at a higher rate. Men are also the main perpetrators of intentional homicide/murders in Jamaica. However, it is noteworthy that “despite the widely held perception that family violence is a one sided picture of men as perpetrators and women and girls as victims, there is evidence of men in the family being victims of physical violence by a family member, and boys as victims of family sexual abuse.”²¹

The Office of the Children Registry (OCR) [Baseline Survey: Knowledge, Attitude & Practices Regarding Child Maltreatment in Jamaica \(2013\)](#) underscores that “reported awareness of child maltreatment practices” were high across “three different population groups” - ninety-seven percent for children (10-17 years), one hundred percent for workers in institutions (teachers, guidance counselors, social workers and health professionals), and ninety-five percent for other adult Jamaicans (18 plus years). Of note, approximately eighty-two percent of the children engaged in this survey reported at least one incident of mistreatment (most likely emotional maltreatment) within a 3 month period, although approximately twenty percent of children did not consider beating as maltreatment unless it involved the use of an object that resulted in bruising or hurting without a cause. Eighty-eight percent of institutional workers and fifty-three percent of adult Jamaicans reported that “children in their care have experienced child maltreatment in the past 3 months.”

The most common form of physical abuse reported was hitting without an object. Cases of neglect were most likely to be in the form of withdrawal from school for reasons other than illness. With the exception of workers in institutions, the majority of persons in the other population groups indicated that they have never reported cases of child abuse. The report identifies mothers as the main perpetrators of maltreatment.

²⁰ <https://publications.iadb.org/en/womens-health-survey-2016-jamaica-final-report>

²¹ Gibbons. A., Family Violence in the Caribbean (2015). <https://www.un.org/esa/socdev/family/docs/egm15/Gibbonspaper.pdf>

Community and Collective Violence

Community violence refers to acts of violence that generally take place outside the home between persons who are unrelated and may or may not know each other. On the other hand, Collective Violence is defined as the “use of violence by people who identify themselves as members of a group against another group or set of individuals.”²² The motivating factor/s for these sets or groups of individuals tend to be social, political or economic and manifest in several forms, such as human rights abuses and organized violent crimes “such as gang warfare.”

The primary source of community and collective violence in Jamaica are gangs and youth violence. Vulnerable youth, 35 or younger, recruited by gangs are often the perpetrators and victims of violence in many communities. These youth face compounding marginalization and socio-economic barriers that heighten their susceptibility to becoming involved in criminality, and many cite unemployment, unstable families, attraction to the “fast life,” and violent environments among the reasons they turn to violence.

Quarrels and rivalries within and between gangs as well as domestic and/or interpersonal violence, sexual violence, assault and battery, and juvenile delinquency including substance abuse are among the main forms of violence nationwide. In some poor urban and rural communities, acts of violence including retaliatory violence often involve the use of guns or other deadly weapons. These communities often feature high youth unemployment and low education levels, and most of them protect the perpetrators of crimes out of fear of retribution from the gang members.

Successive governments have been unable to effectively address crime and violence at the community level. Efforts to address the issue of youth violence have been challenged in the recent past by the wide geographic spread of violent crimes that confronts the country. Hot spots like St. James have now evolved into major centers for crime and violent activities in the same way that the Kingston Metropolitan area has already. Therefore, the JCF is confronted with two major centers (Kingston/St. Andrew and St. James) and four distinct areas (St. Catherine, Clarendon, Hanover, and Westmoreland) requiring intensive targeting.

Support for Victims of Violence

Victims of violence have limited access to support services provided by the GOJ through its agencies, such as formal psychosocial and medical support. External to the GOJ and its agencies, though, are a limited number of non-governmental organizations (NGOs) and civil society organizations (CSOs) focused on bolstering the few support services available primarily to women and girls in domestic violence situations. Several of these services provided by NGOs and CSOs include a crisis center or shelter which provides “wrap-around” services for women and girls and a 24-hour hotline or call service that directs and provides information to clients regarding available resources and key agencies that they can engage for additional support. Of note, these NGOs and CSOs are also constrained by limited personnel, technical skills, and funding, leading to inconsistent quality of services and inadequate coverage of the most vulnerable areas and

²² https://www.who.int/violence_injury_prevention/violence/world_report/en/summary_en.pdf

populations. Victims of violence in general are underserved and perpetrators of violence are often left with no options for rehabilitation. Without the proper preventative measures and services to rehabilitate both victims and perpetrators, the cycle of violence will continue.

Violence is a complex issue requiring multi-faceted responses and commitment from all stakeholders, including government, civil society, the church and other citizens. Notably, there is a growing recognition in Jamaica of the magnitude and impact of violence and of the need to strengthen the response across sectors. This VOV activity will provide effective intervention activities to strengthen the support services for survivors/witnesses and perpetrators of violence as described in the Goal and Objectives section of the Activity Description. The activity will work in close coordination with the JCF to identify perpetrators of violence within the target age group who may benefit from rehabilitation efforts.

II. Activity Overview

Generally, the approaches to addressing interpersonal and collective violence are dealt with at two levels--protection and prevention. Protection services aim to assist survivors/witnesses of violence in a variety of ways. For instance, providing medical help, psychosocial support, and care to survivors in shelters. Prevention initiatives address how to avert these types of violence, such as reinforcing parental support intervention activities and “media campaigns to change attitudes, behaviour and social norms.”²³ Also, it includes the support of remedial education mechanisms by identifying persons and referring these individuals to the relevant government agency for the necessary intervention. In the same way, protection services contribute towards preventing violence from occurring or reoccurring.

While much of the effort in Jamaica has been focused on protection, initiatives need to be reinforced and complemented by prevention programming, law enforcement, and policy development. Therefore, in addressing the underlying, interlinked causes of violence, communities can work towards averting incidents of violence.

To this end, USAID/Jamaica is proposing a four-year effort to support interventions implemented by government entities and other stakeholder groups that are responsible for addressing violence prevention and reduction in Jamaica, placing a stronger focus on prevention, protection of victims and witnesses, rehabilitation of perpetrators, and the protocols for data gathering - its use and analysis. The activity will promote a culture of non-violence and respect for human rights within communities, help boost current efforts to structurally address and deter all forms of violence including but not limited to all forms of IV and violence associated with organized crime, especially gang violence.

Effective reactions to interpersonal violence involve multiple stakeholders and include mechanisms for coordination. Overall, USAID/Jamaica’s assistance towards this Support to Victims of Violence (VOV) activity will help improve coordination and synergies among key NGOs in an effort to expand programmatic impact, better target scarce resources where these are needed, avoid duplication of efforts, and ensure wide-reaching, high-quality services. Since the response to

²³ https://www.who.int/violence_injury_prevention/violence/world_report/en/summary_en.pdf

interpersonal violence requires a multi-sectoral approach, it is critical that interventions are coordinated and priority is placed on collaborative efforts by stakeholders from national to community levels. By building linkages and communication between NGOs and government services, the activity will provide much-needed coordination, support the GOJ activities in this space, and help NGOs strengthen their quality and coverage of their interventions.

This VOV activity will work with organizations that are assisting men, women, boys, and girls; who are identified victims, witnesses, and perpetrators, to identify abuse, access psycho-social and legal services. It will help complement the work that USAID is already doing through other activities such as **Positive Pathways**, which utilizes a community-driven approach to build communities and family resilience in reducing youth involvement in crime and violence. This VOV Activity will help strengthen, empower, and engage people to keep them safe and their rights protected, and will consider approaches aimed at reducing factors associated with at-risk, problematic behaviors, and strengthening protective factors. The activity will be directed toward youth and young adults (ages 10-29) within the targeted communities.

III. Links to USAID's Strategic framework

USAID/Jamaica's Country Development Cooperation Strategy (CDCS) 2020-2025 goal statement is: *"Through partnerships, Jamaica furthers its achievement as a secure, healthy, and resilient nation"*. The Mission focuses on three Development Objectives (DOs) to achieve this goal:

- DO 1: Advances toward self-reliance protected by increased resilience to natural disasters;
- DO 2: Youth crime and violence prevented in targeted communities; and
- DO 3: Progress toward HIV epidemic control accelerated.

The VOV Activity supports DO 2, which targets and builds resilience to the risk factors faced by youth, families, and communities that make them susceptible to crime and violence. Under DO 2, USAID also helps to build the capacity of government and non-government organizations to reduce the vulnerability of citizens to both internal and external threats. It will provide support and tools for families and parents to increase their children's resilience to violence, and strengthen services that provide the most at-risk youth (perpetrators and victims of crime alike) with pathways away from crime.

Aligning with the 2020 CBSI Strategic Framework, the DO has two key Intermediate Results (IRs):

- IR 2.1: Resilience of Youth Improved to Prevent Crime and Violence

Under this IR, USAID supports efforts that help targeted communities increase resilience factors and reduce risk factors that drive youth involvement in crime and violence.

- IR 2.2: Institutions' Effective Response to Growing Crime and Violence

Through IR 2.2, USAID partners with GOJ institutions to strengthen restorative justice practices and implement alternative dispute resolution methods and practices in order to reduce court backlogs at the parish and community levels. Partnerships with the GOJ, civil society and the private sector implement crime prevention activities and seek to strengthen interventions to build trust and confidence at the community level among the Jamaica Constabulary Force and citizens.

Theory of Change

This USAID activity will seek to primarily support victims of interpersonal violence and address elements of collective violence, capitalizing on established legislative and policy directives from the GOJ to address social violence and its root causes. It is rooted in the theory that: **IF** support services for victims of violence are strengthened, best practices are coordinated and shared across GOJ, NGOs and other stakeholders, and communities are better prepared to respond to and prevent interpersonal and elements of collective violence, **THEN** incidences of domestic and community violence as well as elements of collective violence will be reduced.

Activity Goal and Objectives

The overall goal of this activity is to strengthen existing local government and civil society efforts to support victims of interpersonal and collective violence in “hot spot” communities.

The strategic objectives are the following:

- **Objective 1:** *Expand survivors’ and witnesses’ access to integrated direct services.*
- **Objective 2:** *Strengthen GOJ and civil society institutional capacity to support victims, witnesses and others (perpetrators within the target group) affected by the cycle of violence through coordinated and effective interventions to both address and prevent interpersonal and collective violence.*

Anticipated Outcomes and Results

- Increased awareness of services and rights.
- Increased access to quality protection services for survivors and witnesses.
- Institutional capacity of government entities and other stakeholder groups that provide support for victims of violence is strengthened and interventions are well coordinated.
- Shifts in attitudes and behaviors toward violence (for example, reduced tolerance for and use of violence to resolve conflicts).

Illustrative Activities

To achieve the intended outcome and results, USAID encourages the submission of innovative proposals that have the potential to be taken to scale and are likely to be sustainable after USAID funding ends. The following list of activities per Objective is only illustrative and applicants are expected to propose their own innovative solutions to achieve the activity goal and objectives.

Objective 1: *Expand survivors' and witnesses' access to integrated direct services.*

- Support “wrap-around” services (to include psychosocial support, legal aid, economic opportunities, crisis support, emergency shelter) to improve the experience of victims and witnesses, and to alleviate constraints on victims and witnesses.
- Train first responders, community health workers, shelter personnel, social workers to screen for risk of domestic violence abuse; identify people who have experienced domestic and collective violence; and be able to direct victims, witnesses and other target groups to the appropriate support services. Training should include first responders, church leadership and laity to guide in treatment and care.

Objective 2: *Strengthen GOJ and civil society institutional capacity to support victims, witnesses and others affected by the cycle of violence to ensure coordinated and effective interventions to both address and prevent interpersonal and collective violence.*

- Work with government ministries, departments and agencies to bolster their data collection protocols to improve monitoring and evaluation capacities for services provided to victims of violence.
- Provide technical assistance to CSOs involved in the human rights sector to increase their coordination with GOJ entities, including the JCF, to analyze data and trends showing violence against individuals, and other human rights violations.
- In collaboration with the JCF, Ministry of Justice, and service providers, support activities to help perpetrators within the target group. Assistance may include workforce development training, along with mental and physical health services. The support should be coordinated with other USAID and GOJ activities in the targeted communities.
- Support social and behavior change communication initiatives (to include but not limited to behavior change media campaigns) that promote supportive environments in which people can initiate, sustain and maintain positive behavior outcomes.

The successful applicant will be required to conduct a needs assessment and complete a situational analysis with demographic profiles of the victims of violence before commencing activity implementation to ensure that activities align with the needs of beneficiaries and are likely to have maximum impact. It will be critical for the recipient to engage the broad range of key stakeholders to successfully pursue the activity's objectives. Particularly, civil society, including faith-based organizations, plays a crucial role in the functioning of the society, representing society's views and aspirations, holding the government accountable, improving conditions for victims of violence and marginalized groups, and providing services.

Since a key aspect of this activity is to strengthen the capacity of local organizations, all organizations (including civil society organizations and faith-based organizations) to be supported will undergo a capacity development process during the implementation period of the award. This process will include initial assessments of each organization's capacity with a view to identifying

areas for improvement. USAID defines capacity development for non-governmental organizations as the improvement of organizational and financial systems, service delivery, program quality, and growth.

Geographic Focus: The Activity will be implemented in a few select communities where multiple interventions can be clustered, have depth and be sustained. Communities identified by and are aligned with the Jamaica Constabulary Force's prioritized or "hot spot" policing areas, which inform immediate and short term responses/interventions by the Jamaican Ministry of National Security. Sites may be selected to build on existing programs to multiply impact.

IV. Cross Cutting Issues

Gender

A USAID/Jamaica [Gender Analysis](#) conducted in 2019 to inform the 2020-2025 Country Development Cooperation Strategy describes a series of complex economic and social issues associated with gender in Jamaica. The study also highlights the issue of violence and gender-based violence in Jamaica and paid particular attention to: 1) the physical violence of males on males that is much greater than on females; 2) the issues of homophobia and transphobia that are widespread in Jamaica; 3) the high rate of sexual victimization of women and girls; 3) the issue of violence by women on children; 4) the high impact of gang violence on gender based violence; and 5) the fact that trafficking in persons is increasingly operated by women in vulnerable communities.

In accordance with USAID's Gender Policy, the program shall continue to monitor gender issues and their implications, and collect disaggregated data. Specifically, the applicant should identify and outline any potential gender issues that might be encountered during the implementation of the proposed technical approach and how these issues will be addressed. Per mandatory guidance all activities performed are required to take into account not only the different roles of men and women, but also the relationship between and among men and women as well as the broader institutional and social structures that support them. All gender programs must adhere to the gender lessons learned outlined in USAID publications, including the USAID Gender Policy.

In accordance with ADS 201.3.9.3, the application must also address gender integration during implementation of the award and demonstrate in its application how it would integrate gender into core approaches, incorporating the principles outlined in USAID's Gender Equality and Female Empowerment Policy.

The applicant must undertake specific efforts to ensure that activities do not discriminate against or disproportionately benefit either gender.

V. Program Approach

USAID Jamaica will be implementing this activity through a Cooperative Agreement to be issued following a full and open competition process. The successful applicant (prime partner) should demonstrate the potential to yield sustainable solutions to the development challenges being

addressed, and suggest a technical approach that demonstrates its long-term vision and commitment to help the issues in a sustainable manner. The technical approach should highlight how the relationships between partner organizations and integrated direct services to beneficiaries will be sustained, especially after USAID funding ends. Interventions must be tailored to local conditions and be designed and developed with a clear understanding of Jamaica's socio-economic and cultural context.

The successful applicant will identify and propose working with at least one Jamaican organization, but ideally not more than two organizations, engaged in the human rights, justice, or rule of law sector as core sub-award program partners in the execution of the award. The successful applicant should ensure that locally-led development and capacity building mechanisms of local entities are established. The applicant will propose an approach that utilizes and strengthens the capacity of local partner/s to substantially shift key activities from the prime partner to ensure local ownership by year three of the award.

The successful applicant will be expected to build the organizational capacities of the local partner organizations in years 1 and 2. In year 3, the successful applicant will continue to be the prime, but will involve the local organizations in work plan development, and other technical and administrative aspects of the award through internship (or coaching) so that their capacities to manage donor funded awards can be built and for them to be able to compete for future USAID activities.

The approach must be focused on capacity building of local partners and must demonstrate how the local sub-awardee(s) will have the technical and managerial capacities to compete for and manage donor funded projects in the near future

The application approach should also include a scaled budget, demonstrating 75 percent of the direct expenses in the third and fourth year of the activity supporting local entities. At year three, the Prime partner will serve as the lead for programmatic direction whilst the local partner(s) will lead on the technical and logistical aspects of program implementation.

Cost Share Requirement

The applicant is to propose a 10% cost share of the total budget for the life of the activity. The cost share can be financial or in-kind. In-kind cost share can include salaries of personnel, building space, materials and resources, and other tangible items that would be utilized to develop and implement the program.

VI. Activity Monitoring, Evaluation and Learning Plan

USAID/Jamaica is committed to using a Collaborating, Learning and Adapting (CLA) approach in activity implementation and therefore emphasizes the use of evidence throughout the Program Cycle. 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.

Results should be linked to development impact and the [CBSI Monitoring, Evaluation and Learning Framework](#). The AMELP shall include, but is not limited to, the following components:

- A list of the types of baseline data that must be collected to demonstrate performance of the activity;
- The timeframe for baseline data collection so progress can be accurately measured;
- The process by which the indicators will be developed, recognizing that indicators must align with the CBSI MEL framework;
- How monitoring processes and results will be used to inform activity management decisions;
- The ways in which performance will be evaluated at the end of the activity including how impact will be attributed to the activity;
- The methods used to collect and analyze indicator data (data sources, frequency of data collection, and methods for collecting and reporting data, methods for maintaining data integrity); and
- A plan for collecting and responding to the concerns of program beneficiaries, constituents and other stakeholders.

The following list of possible performance indicators is meant to help further define expected results of the program.

1. CBSI Sub-IR 1.2, Secondary Prevention: Number of youth with reduced risk factors that drive crime and violence (due to USAID programming)
2. CBSI Sub-IR 2.1 Invest in the Quality and Availability of Data and Evidence: Number of targeted institutions using crime and violence data to inform crime and violence prevention programming decisions

USAID/Jamaica plans to conduct an independent final performance evaluation of the activity to be funded separately by the Mission.

VII. Activity Management and Staffing

Key Personnel

The applicant must propose the key personnel structure, including positions and qualifications, that they deem appropriate for the implementation of the activities described in the Program Description and that will best achieve the desired results. The proposed staff structure must include, at a minimum, the following Key Personnel positions: Chief of Party, M&E Specialist, and Finance Manager/Accountant:

- **Chief of Party (COP):** The COP will have technical and management responsibility for all personnel and be the activity's representative to USAID and all other partners and stakeholders.
- **Monitoring, Evaluation & Learning Specialist (MEL):** The MEL Specialist's primary purpose is to provide leadership, guidance and overall direction to the activity's Collaboration, Learning and Adapting (CLA) efforts, including strengthened monitoring and evaluation.

- ***Finance Manager/Accountant (FM/A)***: The Finance Manager/Accountant has the overall responsibility to establish, implement and manage proper accounting policies and procedures in ensuring that the activity is within budget.

The proposed staff for these positions must be approved by the Agreement Officer. The use of Jamaican personnel is encouraged to the greatest extent possible including staff, technical consultants and Jamaican institutions in sub-contractual or service provider arrangements.

Management and Staffing Plan

The applicant must submit the following to demonstrate Activity Management and Staffing Plan capacity:

- The application must clearly describe the organizational structure for implementation, including reasonableness of proposed timeline for activities and implementation, and arrangements for learning and appropriate adaptation of implementation based on experience and changes to implementing environment and stakeholder interests.
- The application must describe the appropriateness of overall staffing and organizational structure, partnership, and coordination plans. This should include a clear description of geographic locations and staffing distribution and requirements per location. A technical team with staff based in the field is required under this NOFO.

VIII. USAID Management/Oversight Plan

The activity will be managed by USAID/Jamaica's Office of Citizen Security (OCS).

Note: The term "program" as used in 2 CFR 200 and this NOFO is typically considered by USAID to be an Activity supporting one or more Project(s) pursuant to specific Development Objectives. Please see 2 CFR 700 for the USAID specific definitions of the terms "Activity" and "Project" as used in the USAID context for purposes of planning, design, and implementation of USAID development assistance.

SECTION B: FEDERAL AWARD INFORMATION

1. Estimate of Funds Available and Number of Awards Contemplated

USAID intends to award one (1) Cooperative Agreement pursuant to this notice of funding opportunity. Subject to funding availability and at the discretion of the Agency, USAID intends to provide \$10 million in total USAID funding over a four year period.

It is envisioned that the successful applicant will begin with conducting all analysis/data collection needed to inform the initial work plan and any baseline data required for monitoring and evaluation within the first six months of the activity. Given the need to be adaptable and flexible in the design, the implementer should follow a flexible work plan model that allows the implementer to update and adapt work plans to reflect lessons learned and the changing local environment, to maintain an adaptable and creative approach to implementation.

2. Expected Performance Indicators, Targets, Baseline Data, and Data Collection

USAID/Jamaica is committed to using a Collaborating, Learning and Adapting (CLA) approach in activity implementation and therefore emphasizes the use of evidence throughout the Program Cycle. 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.

Results should be linked to development impact and the [CBSI Monitoring, Evaluation and Learning Framework](#). The AMELP shall include, but is not limited to, the following components:

- A list of the types of baseline data that must be collected to demonstrate performance of the activity;
- The timeframe for baseline data collection so progress can be accurately measured;
- The process by which the indicators will be developed, recognizing that indicators must align with the CBSI MEL framework;
- How monitoring processes and results will be used to inform activity management decisions;
- The ways in which performance will be evaluated at the end of the activity including how impact will be attributed to the activity;
- The methods used to collect and analyze indicator data (data sources, frequency of data collection, and methods for collecting and reporting data, methods for maintaining data integrity); and
- A plan for collecting and responding to the concerns of program beneficiaries, constituents and other stakeholders.

The following list of possible performance indicators is meant to help further define expected results of the program.

1. CBSI Sub-IR 1.2, Secondary Prevention: Number of youth with reduced risk factors that drive crime and violence (due to USAID programming)

2. CBSI Sub-IR 2.1 Invest in the Quality and Availability of Data and Evidence: Number of targeted institutions using crime and violence data to inform crime and violence prevention programming decisions

USAID/Jamaica plans to conduct an independent final performance evaluation of the activity to be funded separately by the Mission.

3. Start Date and Period of Performance for Federal Awards

The anticipated period of performance is four years. **The estimated start date will be January 30, 2023.**

4. Substantial Involvement

USAID intends to award one Cooperative Agreement for the Victims of Violence Activity. Per ADS 303.3.11, a Cooperative Agreement, “provides for substantial involvement between the Federal awarding Agency and the recipient in carrying out the activity contemplated by the Federal award.” Applicants are encouraged to review ADS 303.3.11 *Cooperative Agreements and Substantial Involvement* to learn more about the elements of “substantial involvement” under a Cooperative Agreement. USAID shall have substantial involvement in the criteria and selection of the sub-award recipients through means of collaboration and joint participation. Unless otherwise directed by the Agreement Officer, USAID shall concur on the selection of all sub-award recipients and substantive provisions of the sub-awards.

At a minimum, USAID shall be substantially involved in the following activities with the recipient during the implementation of the activity:

- Review and approval of the recipient’s implementation plans during performance. USAID generally only requires approval of implementation plans annually; however, where changed contexts or new information require a pivot in the activity, USAID may consider changes to an implementation plan. If the AO has delegated authority to the AOR to approve implementation plans, the AOR must review the agreement’s terms and conditions to ensure the AOR does not approve inadvertent changes to them.
- Review and approval of key recipient personnel and any changes.
- Review and approval of substantive provisions of proposed subawards or contracts (see definitions in 2 CFR 200). These would be provisions that go beyond existing policies on Federal review of recipient procurement standards and sole source procurement. 2 CFR 200.308 already requires the recipient to obtain the AO’s prior approval for the subaward, transfer, or contracting out of any work under an award.
- Agency and recipient collaboration or joint participation, such as when the recipient’s successful accomplishment of program objectives would benefit from USAID’s technical knowledge. Additionally, if the program will establish an advisory committee that provides advice to the recipient, USAID may participate as a member of this committee as

well. Advisory committees must only deal with programmatic or technical issues, and not routine administrative matters.

5. Authorized Geographic Code

The geographic code for the procurement of commodities and services under this program is 937.

6. Nature of the Relationship between USAID and the Recipient

The principal purpose of the relationship with the Recipient and under the subject program is to transfer funds to accomplish a public purpose of support or stimulation of the Supporting Victims of Violence activity which is authorized by Federal statute. The successful Recipient will be responsible for ensuring the achievement of the program objectives and the efficient and effective administration of the award through the application of sound management practices. The Recipient will assume responsibility for administering Federal funds in a manner consistent with underlying agreements, program objectives, and the terms and conditions of the Federal award.

7. Selection of Instrument

Because of the specific nature of this program and its goals and objectives, a buyer-seller relationship as contemplated in acquisition instruments is not recommended when carrying out the activity contemplated under this cooperative agreement. Instead, the project design team has recommended a grantor-grantee relationship through which limited USAID involvement in the day-to-day technical and operational aspects of the activity will help encourage local ownership, allow for more creativity and innovation from the recipient and its local partners and will help ensure sustainability.

Moreover, the project design team suggests that the procurement mechanism should be one that provides the recipient and its local partners with enough flexibility so they can adjust to unforeseen challenges and capitalize on opportunities as they appear over the life of the project. The need to adjust activities and plans as challenges and opportunities arise, strongly suggest an assistance agreement as the implementation mechanism of choice.

USAID/Jamaica will not seek to acquire services or property for the use of the U.S government through this procurement. The intended relationship between USAID and the awardee will be to transfer funds from USAID to the awardee to strengthen existing local government and civil society efforts to support victims of interpersonal and collective violence in “hot spot” communities. Specifically, it is expected that:

- (a) The awardee will implement the project for its own mission and purpose;
- (b) USAID/Jamaica supports the awardee’s project with financial assistance that funds core aspects of the project activities;
- (c) The direct beneficiaries of the project will be individuals in Jamaica where the project will be implemented;
- (d) The U.S Government will be supporting this activity, but not running it; and
- (e) The project objectives will be best met by having an independent entity implement them, and not as agents of the U.S Government.

SECTION C: ELIGIBILITY INFORMATION

1. Eligible Applicants

Eligibility for this NOFO is not restricted.

USAID welcomes applications from organizations that have not previously received financial assistance from USAID.

Faith-based organizations are eligible to apply for federal financial assistance on the same basis as any other organization and are subject to the protections and requirements of Federal law.

2. Cost Sharing or Matching

USAID has established a mandatory minimum recipient cost share of 10% of the total budget for the life of the activity. Such funds may be provided directly by the recipient; other multilateral, bilateral, and foundation donors; host governments; and local organizations, communities and private businesses that contribute financially and in-kind to implementation of activities at the country level. This may include contribution of staff level of effort, office space or other facilities or equipment which may be used for the program, provided by the recipient. For guidance on cost sharing in grants and cooperative agreements see 2 CFR 200.306.

SECTION D: APPLICATION AND SUBMISSION INFORMATION

1. Agency Point of Contact

Javier O. Castano
Agreement Officer
Regional Office of Acquisition and
Assistance (ROAA)
USAID/ Dominican Republic
jcastano@usaid.gov

Margot O. Francis
Acquisition & Assistance Specialist
Regional Office of Acquisition and
Assistance (ROAA)
USAID/Jamaica
mfrancis@usaid.gov

2. Questions and Answers

Questions regarding this NOFO should be submitted to jmopportunities@usaid.gov no later than the date and time indicated on the cover letter. Any information given to a prospective applicant concerning this NOFO will be furnished promptly to all other prospective applicants as an amendment to this NOFO, if that information is necessary in submitting applications or if the lack of it would be prejudicial to any other prospective applicant.

3. General Content and Form of Application

Preparation of Applications:

Each applicant must furnish the information required by this NOFO. Applications must be submitted in two separate parts: the Technical Application and the Business (Cost) Application. This subsection addresses general content requirements applying to the full application. Please see subsections 5 and 6, below, for information on the content specific to the Technical and Business (Cost) applications. The Technical application must address technical aspects only while the Business (Cost) Application must present the costs, and address risk and other related issues.

Both the Technical and Business (Cost) Applications must include a cover page containing the following information:

- Name of the organization(s) submitting the application;
- Identification and signature of the primary contact person (by name, title, organization, mailing address, telephone number and email address) and the identification of the alternate contact person (by name, title, organization, mailing address, telephone number and email address);
- Program name
- Notice of Funding Opportunity number
- Name of any proposed sub-recipients or partnerships (identify if any of the organizations are local organizations, per USAID's definition of 'local entity' under ADS 303.

Any erasures or other changes to the application must be initialed by the person signing the application. Applications signed by an agent on behalf of the applicant must be accompanied by evidence of that agent's authority unless that evidence has been previously furnished to the issuing office.

Applicants may choose to submit a cover letter in addition to the cover pages, but it will serve only as a transmittal letter to the Agreement Officer. The cover letter will not be reviewed as part of the merit review criteria.

Applications must comply with the following:

- USAID will not review any pages in excess of the page limits noted in the subsequent sections. Please ensure that applications comply with the page limitations.
- Written in English.
- Use standard 8 ½" x 11", single sided, single-spaced, 12 point Times New Roman font, 1" margins, left justification and headers and/or footers on each page including consecutive page numbers, date of submission, and applicant's name.
- 10 point font can be used for graphs and charts. Tables, however, must comply with the 12 point Times New Roman requirement.
- Submitted via Microsoft Word or PDF formats, except budget files which must be submitted in Microsoft Excel.
- The estimated start date identified in Section B of this NOFO must be used in the cost application.
- The technical application must be a searchable and editable Word or PDF format as appropriate.
- The Cost Schedule must include an Excel spreadsheet with all cells unlocked and no hidden formulas or sheets. A PDF version of the Excel spreadsheet may be submitted in addition to the Excel version at the applicant's discretion, however, the official cost application submission is the unlocked Excel version.

Applicants must review, understand, and comply with all aspects of this NOFO. Failure to do so may be considered as being non-responsive and may be evaluated accordingly. Applicants should retain a copy of the application and all enclosures for their records.

4. Application Submission Procedures

Applications in response to this NOFO must be submitted no later than the closing date and time indicated on the cover letter. Late applications will not be reviewed nor considered. Applicants must retain proof of timely delivery in the form of system generated documentation of delivery receipt date and time/confirmation from the receiving office/certified mail receipt.

Applications must be submitted by email to jmopportunities@usaid.gov. Email submissions must include the NOFO number and applicant's name in the subject line heading. In addition, for an application sent by multiple emails, the subject line must also indicate whether the email relates to the technical or cost application, and the desired sequence of the emails and their attachments (e.g. "No. 1 of 4", etc.). For example, if your cost application is being sent in two emails, the first

email should have a subject line that states: "[NOFO number], [organization name], Cost Application, Part 1 of 2".

USAID's preference is that the technical application and the cost application each be submitted as consolidated email attachments, e.g. that you consolidate the various parts of a technical application into a single document before sending it. If this is not possible, please provide instructions on how to collate the attachments. USAID will not be responsible for errors in compiling electronic applications if no instructions are provided or are unclear.

After submitting an application electronically, applicants should immediately check their own email to confirm that the attachments were indeed sent. If an applicant discovers an error in transmission, please send the material again and note in the subject line of the email or indicate in the file name if submitted via grants.gov that it is a "corrected" submission. Do not send the same email more than once unless there has been a change, and if so, please note that it is a "corrected" email.

Applicants are reminded that email is NOT instantaneous, and in some cases delays of several hours occur from transmission to receipt. Therefore, applicants are requested to send the application in sufficient time ahead of the deadline. For this NOFO, the initial point of entry to the government infrastructure is the USAID mail server.

There may be a problem with the receipt of *.zip files due to anti-virus software. Therefore, applicants are discouraged from sending files in this format as USAID/Jamaica cannot guarantee their acceptance by the internet server. File size must not exceed 12MB.

5. Technical Application Format

The technical application should be specific, complete, and presented concisely. The application must demonstrate the applicant's capabilities and expertise with respect to achieving the goals of this program. The application should take into account the requirements of the program and merit review criteria found in this NOFO.

- (a) **Cover Page** (See Section D.3 above for requirements)
- (b) **Table of Contents** (Include major sections and page numbering to easily cross-reference and identify merit review criteria)
- (c) **Executive Summary (One page)** (The Executive Summary must provide a high-level overview of key elements of the Technical Application)
- (d) **Technical Approach (15-page limit)**
- (e) **Implementation Schedule** (not included in the 15-page limit)
- (f) **Draft Monitoring, Evaluation and Learning (MEL) Plan** (This is not included in the 15-page limit)
- (g) **Detailed Management Plan including key personnel** (This is not included in the 15-page limit).
- (h) **Relevant Experience** (not included in the 15-page limit)

Notice of Funding Opportunity No. 72053223RFA00001
Supporting Victims of Violence Activity

The applicant must describe the degree to which they have a demonstrated and successful experience implementing similar programs to that described in the NOFO. Similarity is defined in terms of the types of programs – implementing, monitoring, and reporting on similar or closely related activities to those contained in the program description.

The applicant must provide information regarding its recent history of performance for all its cost-reimbursement contracts, grants, or cooperative agreements involving similar or related programs, **not to exceed three previous awards**, as follows:

- Name of the Awarding Organization;
- Award Number;
- Activity Title;
- A brief description of the activity;
- Period of Performance;
- Award Amount; and
- Name, current telephone number and email address (if one is available) of a responsible technical representative (activity manager or other contact person who most directly observed the work at the organization for which the service was performed).

If the applicant encountered problems on any of the referenced Awards, it may provide a short explanation and the corrective action taken. The applicant should not provide general information on its performance. USAID reserves the right to obtain relevant information concerning an applicant's history of performance from any sources and may consider such information in its review of the applicant's risk. The Agency may request additional information and conduct a pre-award survey if it determines that it is necessary to inform the risk assessment.

6. Business (Cost) Application Format

The Business (Cost) Application must be submitted separately from the Technical Application. While no page limit exists for the full cost application, applicants are encouraged to be as concise as possible while still providing the necessary details. The business (cost) application must illustrate the entire period of performance, using the budget format shown in the SF-424A.

Prior to award, applicants may be required to submit additional documentation deemed necessary for the Agreement Officer to assess the applicant's risk in accordance with 2 CFR 200.206. Applicants should not submit any additional information with their initial application.

The Cost Application must contain the following sections (which are further elaborated below this listing with the letters for each requirement):

- a) Cover Page** (See Section D.3 above for requirements)
- b) SF 424 Form(s)**

Notice of Funding Opportunity No. 72053223RFA00001
Supporting Victims of Violence Activity

The applicant must sign and submit the cost application using the SF-424 series. Standard Forms can be accessed electronically at www.grants.gov or using the following links:

Instructions for SF-424	http://www.grants.gov/web/grants/form-instructions/sf-424-instructions.html
Application for Federal Assistance (SF-424)	https://www.grants.gov/web/grants/forms/sf-424-family.html
Instructions for SF-424A	http://www.grants.gov/web/grants/form-instructions/sf-424a-instructions.html
Budget Information (SF-424A)	https://www.grants.gov/web/grants/forms/sf-424-family.html
Instructions for SF-424B	http://www.grants.gov/web/grants/form-instructions/sf-424b-instructions.html
Assurances (SF-424B)	https://www.grants.gov/web/grants/forms/sf-424-family.html

Failure to accurately complete these forms could result in the rejection of the application.

c) Required Certifications and Assurances

The applicant must complete the following documents and submit a signed copy with their application:

- (1) “Certifications, Assurances, Representations, and Other Statements of the Recipient” ADS 303mav document found at <http://www.usaid.gov/sites/default/files/documents/1868/303mav.pdf>
- (2) Assurances for Non-Construction Programs (SF-424B)
- (3) Certificate of Compliance: Please submit a copy of your Certificate of Compliance if your organization's systems have been certified by USAID/Washington's Office of Acquisition and Assistance (M/OAA).

d) Budget and Budget Narrative

The Budget must be submitted as one unprotected Excel file (MS Office 2000 or later versions) with visible formulas and references and must be broken out by project year, including itemization of the federal and non-federal (cost share) amount. Files must not contain any hidden or otherwise inaccessible cells. Budgets with hidden cells lengthen the cost analysis time required to make award, and may result in a rejection of the cost application. The Budget Narrative must contain sufficient detail to allow USAID to understand the proposed costs. The applicant must ensure the budgeted costs address any additional requirements identified in Section F, such as Branding and Marking. The Budget Narrative must be thorough, including sources for costs to support USAID’s determination that the proposed costs are fair and reasonable.

The Budget must include the following worksheets or tabs, and contents, at a minimum:

Notice of Funding Opportunity No. 72053223RFA00001
Supporting Victims of Violence Activity

- Summary Budget, inclusive of all program costs (federal and non-federal), broken out by major budget category and by year for activities implemented by the applicant and any potential sub-applicants for the entire period of the program. See Section H, Annex 1 for Summary Budget Template
- Detailed Budget, including a breakdown by year, sufficient to allow the Agency to determine that the costs represent a realistic and efficient use of funding to implement the applicant's program and are allowable in accordance with the cost principles found in 2 CFR 200 Subpart E.
- Detailed Budgets for each sub-recipient, for all federal funding and cost share, broken out by budget category and by year, for the entire implementation period of the project.

The Detailed Budget must contain the following budget categories and information, at a minimum:

- 1) Salaries and Allowances – Must be proposed consistent with 2 CFR 200.430 Compensation - Personal Services. The applicant's budget must include position title, salary rate, level of effort, and salary escalation factors for each position. Allowances, when proposed, must be broken down by specific type and by position. Applicants must explain all assumptions in the Budget Narrative. The Budget Narrative must demonstrate that the proposed compensation is reasonable for the services rendered and consistent with what is paid for similar work in other activities of the applicant. Applicants must provide their established written policies on personnel compensation. If the applicant's written policies do not address a specific element of compensation that is being proposed, the Budget Narrative must describe the rationale used and supporting market research.
- 2) Fringe Benefits – (if applicable) If the applicant has a fringe benefit rate approved by an agency of the U.S. Government, the applicant must use such rate and provide evidence of its approval. If an applicant does not have a fringe benefit rate approved, the applicant must propose a rate and explain how the applicant determined the rate. In this case, the Budget Narrative must include a detailed breakdown comprised of all items of fringe benefits (e.g., superannuation, gratuity, etc.) and the costs of each, expressed in U.S. dollars and as a percentage of salaries.
- 3) Travel and Transportation – Provide details to explain the purpose of the trips, the number of trips, the origin and destination, the number of individuals traveling, and the duration of the trips. Per Diem and associated travel costs must be based on the applicant's normal travel policies. When appropriate please provide supporting documentation as an attachment, such as company travel policy, and explain assumptions in the Budget Narrative.
- 4) Procurement or Rental of Goods (Equipment & Supplies), Services, and Real Property – Must include information on estimated types of equipment, models, supplies and the cost per unit and quantity. The Budget Narrative must include the purpose of the equipment and supplies and the basis for the estimates. The Budget Narrative must support the necessity of any rental costs and reasonableness in light of such factors as: rental costs of comparable property, if any; market conditions in the area; alternatives available; and the type, life expectancy, condition, and value of the property leased.

- 5) Subawards – Specify the budget for the portion of the program to be passed through to any subrecipients. See 2 CFR 200 for assistance in determining whether the sub-tier entity is a subrecipient or contractor. The subrecipient budgets must align with the same requirements as the applicant’s budget, including those related to fringe and indirect costs.
- 6) Construction – If applicable
- 7) Other Direct Costs – This may include other costs not elsewhere specified, such as report preparation costs, passports and visas fees, medical exams and inoculations, as well as any other miscellaneous costs which directly benefit the program proposed by the applicant. The applicant should indicate the subject, venue and duration of any proposed conferences and seminars, and their relationship to the objectives of the program, along with estimates of costs. Otherwise, the narrative should be minimal.
- 8) Indirect Costs – Applicants must indicate whether they are proposing indirect costs or will charge all costs directly. In order to better understand indirect costs please see Subpart E of 2 CFR 200. The application must identify which approach they are requesting and provide the applicable supporting information. Below are the most commonly used Indirect Cost Rate methods:

Method 1 - Direct Charge Only

Eligibility: Any applicant

Initial Application Requirements: See above on direct costs

Method 2 - Negotiated Indirect Cost Rate Agreement (NICRA)

Eligibility: Any applicant with a NICRA issued by a USG Agency must use that NICRA

Initial Application Requirements: If the applicant has a current NICRA, submit your approved NICRA and the associated disclosed practices. If your NICRA was issued by an Agency other than USAID, provide the contact information for the approving Agency. Additionally, at the Agency’s discretion, a provisional rate may be set forth in the award subject to audit and finalization. See [USAID’s Indirect Cost Rate Guide for Non-Profit Organizations](#) for further guidance.

Method 3 - De minimis rate of 10% of modified total direct costs (MTDC)

Eligibility: Any applicant that does not have a current NICRA

Initial Application Requirements: Costs must be consistently charged as either indirect or direct costs, but may not be double charged or inconsistently charged as both. If chosen, this methodology once elected must be used consistently for all Federal awards until such time as a non-Federal entity chooses to negotiate an indirect rate, which the non-Federal entity may apply to do at any time. The applicant must describe which cost elements it charges indirectly vs. directly. See 2 CFR 200 for further information.

Method 4 - Indirect Costs Charged As A Fixed Amount

Eligibility: Non U.S. non-profit organizations without a NICRA may request, but approval is at the discretion of the AO

Initial Application Requirements: Provide the proposed fixed amount and a worksheet that includes the following:

- Total costs incurred by the organization for the previous fiscal year and estimates for the current year.
- Indirect costs (common costs that benefit the day-to-day operations of the organization, including categories such as salaries and expenses of executive officers, personnel administration, and accounting, or that benefit and are identifiable to more than one program or activity, such as depreciation, rental costs, operations and maintenance of facilities, and telephone expenses) for the previous fiscal year and estimates for the current year
- Proposed method for prorating the indirect costs equitably and consistently across all programs and activities of using a base that measures the benefits of that particular cost to each program or activity to which the cost applies.

If the applicant does not have an approved NICRA and does not elect to utilize the 10% de minimis rate, the Agreement Officer will provide further instructions and may request additional supporting information, including financial statements and audits, should the application still be under consideration after the merit review. USAID is under no obligation to approve the applicant's requested method.

- 9) Cost Sharing – The applicant should estimate the amount of cost-sharing resources to be provided over the life of the agreement and specify the sources of such resources, and the basis of calculation in the budget narrative. Applicants should also provide a breakdown of the cost share (financial and in-kind contributions) of all organizations involved in implementing the resulting award.

e) Prior Approvals in accordance with 2 CFR 200.407

Inclusion of an item of cost in the detailed application budget does not satisfy any requirements for prior approval by the Agency. If the applicant would like the award to reflect approval of any cost elements for which prior written approval is specifically required for allowability, the applicant must specify and justify that cost. See 2 CFR 200.407 for information regarding which cost elements require prior written approval.

e) Approval of Subawards

The applicant must submit information for all subawards that it wishes to have approved at the time of award. For each proposed subaward the applicant must provide the following:

- Name of organization
- DUNS Number
- Confirmation that the subrecipient does not appear on the Treasury Department's Office of Foreign Assets Control (OFAC) list
- Confirmation that the subrecipient does not have active exclusions in the System for Award Management (SAM)

- Confirmation that the subrecipient is not listed in the United Nations Security designation list
- Confirmation that the subrecipient is not suspended or debarred
- Confirmation that the applicant has completed a risk assessment of the subrecipient, in accordance with 2 CFR 200.332(b)
- Any negative findings as a result of the risk assessment and the applicant's plan for mitigation.

f) Unique Entity Identifier (UEI) and SAM Requirements

USAID may not award to an applicant unless the applicant has complied with all applicable unique entity identifier (UEI number) and System for Award Management (SAM) requirements. Each applicant (unless the applicant is an individual or Federal awarding agency that is exempted from requirements under 2 CFR 25.110(b) or (c), or has an exception approved by the Federal awarding agency under 2 CFR 25.110(d)) is required to:

1. Provide a valid UEI number for the applicant and all proposed sub-recipients;
2. Be registered at www.sam.gov before submitting its application. SAM is streamlining processes, eliminating the need to enter the same data multiple times, and consolidating hosting to make the process of doing business with the government more efficient. Please visit <https://sam.gov/content/entity-registration> for your UEI and SAM registration.
3. Continue to maintain an active SAM registration with current information at all times during which it has an active Federal award or an application or plan under consideration by a Federal awarding agency.

The registration process may take many weeks to complete. Therefore, applicants are encouraged to begin the process early. If an applicant has not fully complied with the requirements above by the time USAID is ready to make an award, USAID may determine that the applicant is not qualified to receive an award and use that determination as a basis for making an award to another applicant.

Non-U.S. applicants can find additional resources for registering in SAM, including a Quick Start Guide and a video on how to obtain an NCAGE code, on www.beta.sam.gov, navigate to Help, then to International Registrants.

g) Branding Strategy & Marking Plan

The apparently successful applicant will be asked to provide a Branding Strategy and Marking Plan to be evaluated and approved by the Agreement Officer and incorporated into any resulting award:

Pre-Award Terms

1. Branding Strategy – Assistance (June 2012)

Notice of Funding Opportunity No. 72053223RFA00001
Supporting Victims of Violence Activity

- a. Applicants recommended for an assistance award must submit and negotiate a "Branding Strategy," describing how the program, project, or activity is named and positioned, and how it is promoted and communicated to beneficiaries and host country citizens.
- b. The request for a Branding Strategy, by the Agreement Officer from the applicant, confers no rights to the applicant and constitutes no USAID commitment to an award.
- c. Failure to submit and negotiate a Branding Strategy within the time frame specified by the Agreement Officer will make the applicant ineligible for an award.
- d. The applicant must include all estimated costs associated with branding and marking USAID programs, such as plaques, stickers, banners, press events, materials, and so forth, in the budget portion of the application. These costs are subject to the revision and negotiation with the Agreement Officer and will be incorporated into the Total Estimated Amount of the grant, cooperative agreement or other assistance instrument.
- e. The Branding Strategy must include, at a minimum, all of the following:
 - (1) All estimated costs associated with branding and marking USAID programs, such as plaques, stickers, banners, press events, materials, and so forth.
 - (2) The intended name of the program, project, or activity.
 - (i) USAID requires the applicant to use the "USAID Identity," comprised of the USAID logo and brand mark, with the tagline "from the American people" as found on the USAID Web site at <http://www.usaid.gov/branding>, unless Section VI of the RFA or APS states that the USAID Administrator has approved the use of an additional or substitute logo, seal, or tagline.
 - (ii) USAID prefers local language translations of the phrase "made possible by (or with) the generous support of the American People" next to the USAID Identity when acknowledging contributions.
 - (iii) It is acceptable to cobrand the title with the USAID Identity and the applicant's identity.
 - (iv) If branding in the above manner is inappropriate or not possible, the applicant must explain how USAID's involvement will be showcased during publicity for the program or project.
 - (v) USAID prefers to fund projects that do not have a separate logo or identity that competes with the USAID Identity. If there is a plan to develop a separate logo to consistently identify this program, the applicant must attach a copy of the proposed logos. Section VI of the RFA or APS will state if an Administrator approved the use of an additional or substitute logo, seal, or tagline.
 - (3) The intended primary and secondary audiences for this project or program, including direct beneficiaries and any special target segments.

- (4) Planned communication or program materials used to explain or market the program to beneficiaries.
- (i) Describe the main program message.
 - (ii) Provide plans for training materials, posters, pamphlets, public service announcements, billboards, Web sites, and so forth, as appropriate.
 - (iii) Provide any plans to announce and promote publicly this program or project to host country citizens, such as media releases, press conferences, public events, and so forth. Applicants must incorporate the USAID Identity and the message, “USAID is from the American People.”
 - (iv) Provide any additional ideas to increase awareness that the American people support this project or program.
- (5) Information on any direct involvement from the host-country government or ministry, including any planned acknowledgement of the host-country government.
- (6) Any other groups whose logo or identity the applicant will use on program materials and related materials. Indicate if they are a donor or why they will be visibly acknowledged, and if they will receive the same prominence as USAID.
- e. The Agreement Officer will review the Branding Strategy to ensure the above information is adequately included and consistent with the stated objectives of the award, the applicant's cost data submissions, and the performance plan.
- f. If the applicant receives an assistance award, the Branding Strategy will be included in and made part of the resulting grant or cooperative agreement

(END OF PRE-AWARD TERM)

Marking Plan – Assistance (June 2012)

- a. Applicants recommended for an assistance award must submit and negotiate a “Marking Plan,” detailing the public communications, commodities, and program materials, and other items that will visibly bear the “USAID Identity,” which comprises of the USAID logo and brand mark, with the tagline “from the American people.” The USAID Identity is the official marking for the Agency, and is found on the USAID Web site at <http://www.usaid.gov/branding>. Section VI of the RFA or APS will state if an Administrator approved the use of an additional or substitute logo, seal, or tagline.
- b. The request for a Marking Plan, by the Agreement Officer from the applicant, confers no rights to the applicant and constitutes no USAID commitment to an award.

c. Failure to submit and negotiate a Marking Plan within the time frame specified by the Agreement Officer will make the applicant ineligible for an award.

d. The applicant must include all estimated costs associated with branding and marking USAID programs, such as plaques, stickers, banners, press events, materials, and so forth, in the budget portion of the application. These costs are subject to the revision and negotiation with the Agreement Officer and will be incorporated into the Total Estimated Amount of the grant, cooperative agreement or other assistance instrument.

e. The Marking Plan must include all of the following:

(1) A description of the public communications, commodities, and program materials that the applicant plans to produce and which will bear the USAID Identity as part of the award, including:

- (i) Program, project, or activity sites funded by USAID, including visible infrastructure projects or other sites physical in nature;
- (ii) Technical assistance, studies, reports, papers, publications, audiovisual productions, public service announcements, Web sites/Internet activities, promotional, informational, media, or communications products funded by USAID;
- (iii) Commodities, equipment, supplies, and other materials funded by USAID, including commodities or equipment provided under humanitarian assistance or disaster relief programs; and
- (iv) It is acceptable to cobrand the title with the USAID Identity and the applicant's identity.
- (v) Events financed by USAID, such as training courses, conferences, seminars, exhibitions, fairs, workshops, press conferences and other public activities. If the USAID Identity cannot be displayed, the recipient is encouraged to otherwise acknowledge USAID and the support of the American people.

(2) A table on the program deliverables with the following details:

- (i) The program deliverables that the applicant plans to mark with the USAID Identity;
- (ii) The type of marking and what materials the applicant will use to mark the program deliverables;
- (iii) When in the performance period the applicant will mark the program deliverables, and where the applicant will place the marking;
- (iv) What program deliverables the applicant does not plan to mark with the USAID Identity, and
- (v) The rationale for not marking program deliverables.

(3) Any requests for an exemption from USAID marking requirements, and an explanation of why the exemption would apply. The applicant may request an exemption if USAID marking requirements would:

(i) Compromise the intrinsic independence or neutrality of a program or materials where independence or neutrality is an inherent aspect of the program and materials. The applicant must identify the USAID Development Objective, Interim Result, or program goal furthered by an appearance of neutrality, or state why an aspect of the award is presumptively neutral. Identify by category or deliverable item, examples of material for which an exemption is sought.

(ii) Diminish the credibility of audits, reports, analyses, studies, or policy recommendations whose data or findings must be seen as independent. The applicant must explain why each particular deliverable must be seen as credible.

(iii) Undercut host-country government “ownership” of constitutions, laws, regulations, policies, studies, assessments, reports, publications, surveys or audits, public service announcements, or other communications. The applicant must explain why each particular item or product is better positioned as a host-country government item or product.

(iv) Impair the functionality of an item. The applicant must explain how marking the item or commodity would impair its functionality.

(v) Incur substantial costs or be impractical. The applicant must explain why marking would not be cost beneficial or practical.

(vi) Offend local cultural or social norms, or be considered inappropriate. The applicant must identify the relevant norm, and explain why marking would violate that norm or otherwise be inappropriate.

(vii) Conflict with international law. The applicant must identify the applicable international law violated by the marking.

f. The Agreement Officer will consider the Marking Plan's adequacy and reasonableness and will approve or disapprove any exemption requests. The Marking Plan will be reviewed to ensure the above information is adequately included and consistent with the stated objectives of the award, the applicant's cost data submissions, and the performance plan.

g. If the applicant receives an assistance award, the Marking Plan, including any approved exemptions, will be included in and made part of the resulting grant or cooperative agreement, and will apply for the term of the award unless provided otherwise.

h) Funding Restrictions

Profit is not allowable for recipients or subrecipients under this award. See 2 CFR 200.331 for assistance in determining whether a sub-tier entity is a subrecipient or contractor.

Construction will not be authorized under this award.

USAID will not allow the reimbursement of pre-award costs under this award without the explicit written approval of the Agreement Officer.

Except as may be specifically approved in advance by the AO, all commodities and services that will be reimbursed by USAID under this award must be from the authorized geographic code specified in Section B.4 of this NOFO and must meet the source and nationality requirements set forth in 22 CFR 228.

i) Conflict of Interest Pre-Award Term (August 2018)

a. Personal Conflict of Interest

1. An actual or appearance of a conflict of interest exists when an applicant organization or an employee of the organization has a relationship with an 8 Agency official involved in the competitive award decision-making process that could affect that Agency official's impartiality. The term "conflict of interest" includes situations in which financial or other personal considerations may compromise, or have the appearance of compromising, the obligations and duties of a USAID employee or recipient employee.
2. The applicant must provide conflict of interest disclosures when it submits an SF-424. Should the applicant discover a previously undisclosed conflict of interest after submitting the application, the applicant must disclose the conflict of interest to the AO no later than ten (10) calendar days following discovery.

b. Organizational Conflict of Interest The applicant must notify USAID of any actual or potential conflict of interest that they are aware of that may provide the applicant with an unfair competitive advantage in competing for this financial assistance award. Examples of an unfair competitive advantage include but are not limited to situations in which an applicant or the applicant's employee gained access to non-public information regarding a federal assistance funding opportunity, or an applicant or applicant's employee was substantially involved in the preparation of a federal assistance funding opportunity. USAID will promptly take appropriate action upon receiving any such notification from the applicant.

(END OF PRE-AWARD TERM)

SECTION E: APPLICATION REVIEW INFORMATION

1. Criteria

The merit review criteria prescribed here are tailored to the requirements of this particular NOFO. Applicants should note that these criteria serve to: (a) identify the significant matters which the applicants should address in their applications, and (b) set the standard against which all applications will be evaluated.

Technical and other factors will be evaluated relative to each other, as described here and prescribed by the Technical Application Format. The Technical Application will be scored by a Selection Committee (SC) using the criteria described in this section.

USAID will examine the logic, feasibility, and appropriateness of the technical approach, including responsiveness to cross-cutting themes, indicators and anticipated development results or impacts and several institutional factors.

To make an objective review possible, applicants must clearly demonstrate how the organization and the application meet the criterion.

The technical review will focus on the applicant's overall ability to achieve results under the framework provided in this NOFO.

The Agreement Officer's decision about the funding of an award is final and not subject to review. Any information that may impact the Agreement Officer's decision shall be directed to the Agreement Officer.

2. Review and Selection Process

Applications will be reviewed by USAID personnel (DHs and PSCs) using the criteria described in this section.

The Agreement Officer is the only individual who may legally commit the U.S. Government to the expenditure of public funds. No costs chargeable to the proposed Agreement may be incurred before receipt of either an Agreement signed by the Agreement Officer or a specific, written authorization from the Agreement Officer.

a) Merit Review

USAID will conduct a merit review of all applications received that comply with the instructions in this NOFO. Applications will be reviewed and evaluated using an adjectival system and in accordance with the criteria shown below. The criteria are ranked according to importance: Criterion 1 is most important. Criteria 2 and 3 are important and of equal weight.

Notice of Funding Opportunity No. 72053223RFA00001
Supporting Victims of Violence Activity

Ratings:

Adjective	Definition
Exceptional	An Exceptional application has the following characteristics: • A comprehensive and thorough application of exceptional merit • Application meets or exceeds the NOFO objectives and presents a low overall degree of risk of unsuccessful project performance. • Strengths significantly outweigh any weaknesses that may exist.
Very Good	A Very Good application has the following characteristics: • An application demonstrating a strong grasp of the objectives. • Application meets NOFO objectives and presents a low overall degree of risk of unsuccessful project performance. • Strengths significantly outweigh any weaknesses that exist
Satisfactory	A Satisfactory application has the following characteristics: • An application demonstrating a reasonably sound response and a good grasp of the objectives. • Application meets NOFO objectives and presents a moderate overall degree of risk of unsuccessful project performance. • Strengths outweigh weaknesses
Marginal	A Marginal application has the following characteristics: • The application shows a limited understanding of the objectives. • Application meets some or most of the NOFO objectives, but presents a significant overall degree of risk of unsuccessful project performance. • Weaknesses equal or outweigh any strength that exists.
Unsatisfactory	An Unsatisfactory application has the following characteristics: • The application does not meet some of the NOFO objectives and presents a significant overall degree of risk of unsuccessful project performance or requires a major rewrite of the application • Presents an unacceptable degree of risk of unsuccessful project performance • Deficiencies and significant weaknesses demonstrate a lack of understanding of the Government's needs. • Weaknesses and/or deficiencies significantly outweigh any strengths that exist.

Selection/Evaluation Criteria:

1. Criterion 1 - Technical Approach:

The extent to which the proposed approach achieves objectives/outcomes that are technically sound, well-defined and achievable; and shows contribution to sustainable outcomes beyond the lifetime of the award, including capacity building approaches for local organizations. The technical review will also focus on the applicant's overall ability to achieve results under the framework provided in this NOFO. It will examine the logic, feasibility and appropriateness of the technical approach, including responsiveness to cross-cutting themes, indicators and anticipated development results or impacts.

2. Criterion 2 - Activity Management and Staffing Plan

The extent to which the application provides appropriate proposed key personnel positions, qualifications, and relevant work experience, and demonstrates a management approach that clearly identifies teaming arrangements (if any), staffing structure, and teaming partners' technical and institutional qualification to accomplish the requirements of the Program Description.

3. Criterion 3 - Relevant Experience

The extent to which the applicant's track record demonstrates successful implementation of similar activities as well as experience in capacity building of local organizations. The relevant performance review will take into account the following: Demonstrated successful experience in managing and implementing similar programs, in size and scale; Timeliness of performance, cost, and scope; Articulated lessons learned during past experiences and how lessons learned informed the proposed technical approach; and Experience working with a broad range of sub-grantees, registered organizations, community based organizations and informal groups and networks.

b) Business Review

The Agency will evaluate the cost application of the applicant(s) under consideration for an award as a result of the merit criteria review to determine whether the costs are allowable in accordance with the cost principles found in 2 CFR 200 Subpart E.

The Agency will also consider (1) the extent of the applicant's understanding of the financial aspects of the program and the applicant's ability to perform the activities within the amount requested; (2) whether the applicant's plans will achieve the program objectives with reasonable economy and efficiency; and (3) whether any special conditions relating to costs should be included in the award.

Notice of Funding Opportunity No. 72053223RFA00001
Supporting Victims of Violence Activity

Proposed cost share, if provided, will be reviewed for compliance with the standards set forth in 2 CFR 200.306, 2 CFR 700.10, and the Standard Provision "Cost Sharing (Matching)" for U.S. entities, or the Standard Provision "Cost Share" for non-U.S. entities.

The AO will perform a risk assessment (2 CFR 200.206). The AO may determine that a pre-award survey is required to inform the risk assessment in determining whether the prospective recipient has the necessary organizational, experience, accounting and operational controls, financial resources, and technical skills – or ability to obtain them – in order to achieve the objectives of the program and comply with the terms and conditions of the award. Depending on the result of the risk assessment, the AO will decide to execute the award, not execute the award, or award with “specific conditions” (2 CFR 200.208).

SECTION F: FEDERAL AWARD ADMINISTRATION INFORMATION

1. Federal Award Notices

Award of the agreement contemplated by this NOFO cannot be made until funds have been appropriated, allocated and committed through internal USAID procedures. While USAID anticipates that these procedures will be successfully completed, potential applicants are hereby notified of these requirements and conditions for the award.

The Agreement Officer is the only individual who may legally commit the Government to the expenditure of public funds. No costs chargeable to the proposed Agreement may be incurred before receipt of either a fully executed Agreement or a specific, written authorization from the Agreement Officer.

2. Administrative & National Policy Requirements

The resulting award from this NOFO will be administered in accordance with the following policies and regulations.

For US organizations: [ADS 303](#), [2 CFR 700](#), [2 CFR 200](#), and [Standard Provisions for U.S. Non-governmental organizations](#).

For Non US organizations: [Standard Provisions for Non-U.S. Non-governmental Organizations](#).

See Annex 2, for a list of the Standard Provisions that will be applicable to any awards resulting from this NOFO.

3. Reporting Requirements

- **Financial Reporting**

In accordance with 2 CFR 200.328, the recipient shall prepare and submit the SF-425 on a quarterly basis. The recipient shall submit these forms in the following manner:

Submission to USAID:

One copy of all financial reports must be submitted to the Agreement Officer's Representative (AOR) and one copy to the Agreement Officer.

- **Performance Reporting**

In accordance with 2 CFR 200.329, the recipient shall submit a performance report annually in both hard and electronic format (pdf and word) to the Agreement Officer's Representative (AOR) and the Agreement Officer. The reports shall be submitted no later than 30 days after the completion of the quarter.

- **Progress Reporting**

Progress reporting will be quarterly according to USG fiscal quarters and shall report on the previous three months' activities and will be due 30 calendar days after each reporting period. The Recipient should begin quarterly reporting as follows:

- April start date through June 30th
- July 1st through September 30th
- October 1st through December 31st
- January 1st through March 30th

These reports will be submitted to the AOR for monitoring purposes. Narrative reports must include the following:

- Information about activities completed during the past quarter and planned for the upcoming quarter (who, what, where, when how and results);
 - Agendas, objectives, and participant lists for training, site visits and conferences.
 - Collaboration with local and international NGOs, other stakeholders and implementing partners.
 - Updates on staffing and management.
 - A comparison of actual accomplishments with the goals and objectives established for the period. Whenever appropriate and the output of programs or projects can be readily quantified, such quantitative data should be related to cost data for computation of unit costs. Also included should be quarterly and cumulative life-of-project data on program indicators. This should be standardized each quarter into a chart showing, indicator, any disaggregates (i.e., gender, location), target by year, life-of-project target, and actual results; and
 - Other pertinent information including, when appropriate, analysis and explanation of cost overruns or high unit costs.
 - New opportunities for future activities and changes in the implementing environment.
 - Success stories
- **Other Reporting Requirements**

Separate and apart from the reporting requirements, the applicant shall immediately notify USAID/Jamaica through the appointed AOR of developments that have a significant impact on activity objectives, including problems, delays, or adverse conditions that materially impair the ability to meet the program objectives. Notification shall be given at the earliest opportunity and via the most expeditious means, including verbally or via email. This notification shall include a statement of the action taken or contemplated, and any assistance needed from USAID/Jamaica to resolve the situation.

- **Development Experience Clearinghouse Requirements**

Final Report

At least 45 calendar days prior to the agreement's completion, the recipient shall prepare and submit one electronic version (as a single MS Word file) of the agreement Completion Report to the AOR which summarizes the accomplishments of this agreement, methods of work used, recommendations regarding unfinished work and/or activity continuation, and the financial status of the agreement. The final Completion Report shall also contain an index of all reports and information products produced under this agreement.

Once approved by the AOR, the recipient shall submit the final report to:

- the AOR, the Controller's Office and the Agreement Officer; and
- one copy, in electronic (preferred) or paper form (with all final documents) to one of the following:

Online: <http://dec.usaid.gov>

By mail (for pouch delivery):

DEXS Document Submissions M/CIO/KM/DEC

RRB M.01-010

Washington, DC 20523-6100

4. Environmental Compliance

1. a. The Foreign Assistance Act of 1961, as amended, Section 117 requires that the impact of USAID's activities on the environment be considered and that USAID include environmental sustainability as a central consideration in designing and carrying out its development programs. This mandate is codified in Federal Regulations (22 CFR 216) and in USAID's Automated Directives System (ADS) Parts 201.5.10g and 204 (<http://www.usaid.gov/policy/ADS/200/>), which, in part, require that the potential environmental impacts of USAID-financed activities are identified prior to a final decision to proceed and that appropriate environmental safeguards are adopted for all activities. Recipient environmental compliance obligations under these regulations and procedures are specified in the following paragraphs of this NOFO.
- 1.b. In addition, the recipient must comply with host country environmental regulations unless otherwise directed in writing by USAID. In case of conflict between host country and USAID regulations, the latter shall govern.
- 1.c. No activity funded under the planned cooperative agreement will be implemented unless an environmental threshold determination, as defined by 22 CFR 216 has been reached for that activity. An Initial Environmental Examination (LAC-IEE-22-23) was completed, and a Categorical Exclusion was approved by the LAC/BEO for this activity under USAID/Jamaica's Supporting Victims of Violence activity.

2. Reserved

3. Reserved

4.a As part of its initial Work Plan, and all Annual Work Plans thereafter, the recipient, in collaboration with the USAID Cognizant Technical Officer and Mission Environmental Officer or Bureau Environmental Officer, as appropriate, shall review all ongoing and planned activities for the planned cooperative agreement to determine if they are within the scope of the approved Regulation 216 environmental documentation.

4.b If the recipient plans any new activities outside the scope of the approved Regulation 216 environmental documentation, it shall prepare an amendment to the documentation for USAID review and approval. No such new activities shall be undertaken prior to receiving written USAID approval of environmental documentation amendments.

4.c Any ongoing activities found to be outside the scope of the approved Regulation 216 environmental documentation shall be halted until an amendment to the documentation is submitted and written approval is received from USAID.

SECTION G: FEDERAL AWARDING AGENCY CONTACT(S)

1. NOFO Points of Contact

Agreement Office

Regional Office of Acquisition & Assistance
Avenida República de Colombia #57
Altos de Arroyo Hondo, Santo Domingo, D.N.
Dominican Republic

Primary Point of contact

Ms. Margot Francis
Acquisition & Assistance Specialist/Administrative Agreement/Contracting Officer
mfrancis@usaid.gov

2. Acquisition and Assistance Ombudsman

The A&A Ombudsman helps ensure equitable treatment of all parties who participate in USAID's acquisition and assistance process. The A&A Ombudsman serves as a resource for all organizations who are doing or wish to do business with USAID. Please visit this page for additional information: <https://www.usaid.gov/work-usaid/acquisition-assistance-ombudsman>

[The A&A Ombudsman may be contacted via: Ombudsman@usaid.gov](mailto:Ombudsman@usaid.gov)

SECTION H: OTHER INFORMATION

USAID reserves the right to fund any or none of the applications submitted. The Agreement Officer is the only individual who may legally commit the Government to the expenditure of public funds. Any award and subsequent incremental funding will be subject to the availability of funds and continued relevance to Agency programming.

Applications with Proprietary Data

Applicants who include data that they do not want disclosed to the public for any purpose or used by the U.S. Government except for evaluation purpose, should mark the cover page with the following:

“This application includes data that must not be disclosed, duplicated, used, or disclosed – in whole or in part – for any purpose other than to evaluate this application. If, however, an award is made as a result of – or in connection with – the submission of this data, the U.S. Government will have the right to duplicate, use, or disclose the data to the extent provided in the resulting award. This restriction does not limit the U.S. Government’s right to use information contained in this data if it is obtained from another source without restriction. The data subject to this restriction are contained in sheets {insert sheet numbers}.”

Additionally, the applicant must mark each sheet of data it wishes to restrict with the following:

“Use or disclosure of data contained on this sheet is subject to the restriction on the title page of this application.”

ANNEX 1 - SUMMARY BUDGET TEMPLATE

All budgets (summary and detailed) for Prime applicants and any subs must be in U.S. Dollar currency.

Item Description	Year 1	Year 2	Year 3	Year 4	Total
Salaries					
Fringe Benefits					
Allowances					
Travel					
Equipment					
Supplies					
Contractual					
Other Direct Costs					
Total Direct Costs					
Indirect Costs					
Total Costs					

ANNEX 2 - STANDARD PROVISIONS

(Note: the full text of these provisions may be found at: <https://www.usaid.gov/ads/policy/300/303maa> and <https://www.usaid.gov/ads/policy/300/303mab>). The actual Standard Provisions included in the award will be dependent on the organization that is selected. The award will include the latest Mandatory Provisions for either U.S. or non-U.S. Nongovernmental organizations. The award will also contain the following “required as applicable” Standard Provisions:

Please note that the resulting award will include all standard provisions (both mandatory and required as applicable) in full text.

REQUIRED AS APPLICABLE STANDARD PROVISIONS FOR U.S. NONGOVERNMENTAL ORGANIZATIONS

Required	Not Required	Standard Provision
TBD		RAA1. NEGOTIATED INDIRECT COST RATES - PREDETERMINED (NOVEMBER 2020)
		RAA2. NEGOTIATED INDIRECT COST RATES - PROVISIONAL (Nonprofit) (NOVEMBER 2020)
		RAA3. NEGOTIATED INDIRECT COST RATE - PROVISIONAL (Profit) (DECEMBER 2014)
		RAA4. INDIRECT COSTS – DE MINIMIS RATE (NOVEMBER 2020)
		RAA5. EXCHANGE VISITORS AND PARTICIPANT TRAINING (JUNE 2012)
		RAA6. VOLUNTARY POPULATION PLANNING ACTIVITIES – SUPPLEMENTAL REQUIREMENTS (JANUARY 2009)
		RAA7. PROTECTION OF THE INDIVIDUAL AS A RESEARCH SUBJECT (APRIL 1998)
		RAA8. CARE OF LABORATORY ANIMALS (MARCH 2004)
		RAA9. TITLE TO AND CARE OF PROPERTY (COOPERATING COUNTRY TITLE) (NOVEMBER 1985)
		RAA10. COST SHARING (MATCHING) (FEBRUARY 2012)
		RAA11. PROHIBITION OF ASSISTANCE TO DRUG TRAFFICKERS (JUNE 1999)
		RAA12. INVESTMENT PROMOTION (NOVEMBER 2003)
		RAA13. REPORTING HOST GOVERNMENT TAXES (DECEMBER 2014)
		RAA14. FOREIGN GOVERNMENT DELEGATIONS TO INTERNATIONAL CONFERENCES (JUNE 2012)
		RAA15. CONSCIENCE CLAUSE IMPLEMENTATION (ASSISTANCE) (FEBRUARY 2012)
		RAA16. CONDOMS (ASSISTANCE) (SEPTEMBER 2014)
		RAA17. PROHIBITION ON THE PROMOTION OR ADVOCACY OF THE LEGALIZATION OR PRACTICE OF PROSTITUTION OR SEX TRAFFICKING (ASSISTANCE) (SEPTEMBER 2014)
		RAA18. USAID DISABILITY POLICY - ASSISTANCE (DECEMBER 2004)
		RAA19. STANDARDS FOR ACCESSIBILITY FOR THE DISABLED IN USAID ASSISTANCE AWARDS INVOLVING CONSTRUCTION (SEPTEMBER 2004)

Notice of Funding Opportunity No. 72053223RFA00001
Supporting Victims of Violence Activity

		RAA20. STATEMENT FOR IMPLEMENTERS OF ANTI-TRAFFICKING ACTIVITIES ON LACK OF SUPPORT FOR PROSTITUTION (JUNE 2012)
		RAA21. ELIGIBILITY OF SUBRECIPIENTS OF ANTI-TRAFFICKING FUNDS (JUNE 2012)
		RAA22. PROHIBITION ON THE USE OF ANTI-TRAFFICKING FUNDS TO PROMOTE, SUPPORT, OR ADVOCATE FOR THE LEGALIZATION OR PRACTICE OF PROSTITUTION (JUNE 2012)
		RAA23. UNIVERSAL IDENTIFIER AND SYSTEM FOR AWARD MANAGEMENT (NOVEMBER 2020)
		RAA24. REPORTING SUBAWARDS AND EXECUTIVE COMPENSATION (NOVEMBER 2020)
		RAA25. PATENT REPORTING PROCEDURES (NOVEMBER 2020)
		RAA26. ACCESS TO USAID FACILITIES AND USAID'S INFORMATION SYSTEMS (AUGUST 2013)
		RAA27. CONTRACT PROVISION FOR DBA INSURANCE UNDER RECIPIENT PROCUREMENTS (DECEMBER 2014)
		RAA28. AWARD TERM AND CONDITION FOR RECIPIENT INTEGRITY AND PERFORMANCE MATTERS (April 2016)
		RAA29. RESERVED
		RAA30. PROGRAM INCOME (AUGUST 2020)
		RAA31. NEVER CONTRACT WITH THE ENEMY (NOVEMBER 2020)

REQUIRED AS APPLICABLE STANDARD PROVISIONS FOR NON-U.S. NONGOVERNMENTAL ORGANIZATIONS

Required	Not Required	Standard Provision
TBD		RAA1. ADVANCE PAYMENT AND REFUNDS (NOVEMBER 2020)
		RAA2. REIMBURSEMENT PAYMENT AND REFUNDS (DECEMBER 2014)
TBD		RAA3. INDIRECT COSTS – NEGOTIATED INDIRECT COST RATE AGREEMENT (NICRA) (NOVEMBER 2020)
		RAA4. INDIRECT COSTS – CHARGED AS A FIXED AMOUNT (NONPROFIT) (JUNE 2012)
		RAA5. INDIRECT COSTS – DE MINIMIS RATE (NOVEMBER 2020)
		RAA6. UNIVERSAL IDENTIFIER AND SYSTEM OF AWARD MANAGEMENT (NOVEMBER 2020)
		RAA7. REPORTING SUBAWARDS AND EXECUTIVE COMPENSATION (NOVEMBER 2020)
		RAA8. SUBAWARDS (DECEMBER 2014)
		RAA9. TRAVEL AND INTERNATIONAL AIR TRANSPORTATION (DECEMBER 2014)
		RAA10. OCEAN SHIPMENT OF GOODS (JUNE 2012)
		RAA11. REPORTING HOST GOVERNMENT TAXES (JUNE 2012)
		RAA12. PATENT RIGHTS (JUNE 2012)
		RAA13. EXCHANGE VISITORS AND PARTICIPANT TRAINING (JUNE 2012)
		RAA14. INVESTMENT PROMOTION (NOVEMBER 2003)
		RAA 15. COST SHARE (JUNE 2012)
		RAA16. PROGRAM INCOME (AUGUST 2020)

Notice of Funding Opportunity No. 72053223RFA00001
Supporting Victims of Violence Activity

		RAA17. FOREIGN GOVERNMENT DELEGATIONS TO INTERNATIONAL CONFERENCES (JUNE 2012)
		RAA18. STANDARDS FOR ACCESSIBILITY FOR THE DISABLED IN USAID ASSISTANCE AWARDS INVOLVING CONSTRUCTION (SEPTEMBER 2004)
		RAA19. PROTECTION OF HUMAN RESEARCH SUBJECTS (JUNE 2012)
		RAA20. STATEMENT FOR IMPLEMENTERS OF ANTI-TRAFFICKING ACTIVITIES ON LACK OF SUPPORT FOR PROSTITUTION (JUNE 2012)
		RAA21. ELIGIBILITY OF SUBRECIPIENTS OF ANTI-TRAFFICKING FUNDS (JUNE 2012)
		RAA22. PROHIBITION ON THE USE OF ANTI-TRAFFICKING FUNDS TO PROMOTE, SUPPORT, OR ADVOCATE FOR THE LEGALIZATION OR PRACTICE OF PROSTITUTION (JUNE 2012)
		RAA23. VOLUNTARY POPULATION PLANNING ACTIVITIES – SUPPLEMENTAL REQUIREMENTS (JANUARY 2009)
		RAA24. CONSCIENCE CLAUSE IMPLEMENTATION (ASSISTANCE) (FEBRUARY 2012)
		RAA25. CONDOMS (ASSISTANCE) (SEPTEMBER 2014)
		RAA26. PROHIBITION ON THE PROMOTION OR ADVOCACY OF THE LEGALIZATION OR PRACTICE OF PROSTITUTION OR SEX TRAFFICKING (ASSISTANCE) (SEPTEMBER 2014)
		RAA27. LIMITATION ON SUBAWARDS TO NON-LOCAL ENTITIES (JULY 2014)
		RAA28. CONTRACT PROVISION FOR DBA INSURANCE UNDER RECIPIENT PROCUREMENTS (DECEMBER 2014)
		RAA29. CONTRACT AWARD TERM AND CONDITION FOR RECIPIENT INTEGRITY AND PERFORMANCE MATTERS (April 2016)
		RAA30. RESERVED
		RAA31. NEVER CONTRACT WITH THE ENEMY (NOVEMBER 2020)