



Issue Date: April 3, 2020
Questions Due: April 17, 2020 at 12:00 PM EDT
Closing Date & Time Concept Papers: May 8, 2020 at 12:00 PM EDT

Subject: Higher Education for Leadership, Innovation, and Exchange (HELIX), NPI, Program Annual Program Statement APS No.: 7200AA20APS00009

Opportunity Title: Supporting Holistic and Actionable Research in Education (SHARE) Addendum No.: 7200AA20APS00010

Q1: As a private Higher Education Institution in a USAID partner country and also registered in the United States, would we be eligible to apply for a "sub-award" as part of form of engagement no. 5, mentioned in the HELIX APS eligibility information (Section C) on page 16?

A: As detailed on Section C, Eligibility Information, eligibility for the SHARE Addendum is not restricted to any specific entity as the primary Applicant (also known as the "Prime") can be any registered organization from anywhere in the world, but the Concept Note(s) must meet at least one of the NPI modalities listed under the HELIX APS.

The onus is upon the Applicant(s) to demonstrate the viability of the Concept Note(s) in accordance with the NPI requirements.

Further, an applicant can serve as sub-awardees or supporting partners on multiple Concept Notes submissions under the SHARE Addendum under the HELIX APS, but, is restricted to submitting **only one** Concept Note as the Prime Applicant.

Q2: As a private higher education institution with a tax status of 501(c)(3) and two campuses in a USAID partner country, are we eligible as a prime awardee under engagement no.5 under the SHARE Addendum?

A: Please refer to the response on Question #1.

Q3: Could USAID confirm the eligibility of the Addendum? Also, could USAID confirm if it will issue a grant?

A: Please refer to the response on Question #1. SHARE Addendum is not a Request for Application but a request for Concept Note(s) submission. In order to be competitive, the Concept Note submission must be fully responsive to the SHARE Addendum and [HELIX APS](#). Once USAID's E3 Bureau's Office of Education (E3/ED) determines which Concept Note(s) is viable, a request for Full Application(s) will be issued by the cognizant Agreement Officer. Issuance of award is subject to the availability of funds and the interest and requirements of E3/ED as well as the viability of eventual Full Application(s) received.

Q4: Will the deadline for submission of the concept note for the above SHARE Addendum be extended beyond the current date of May 1st, 2020, in light of Covid-19 and the related circumstances?

A: Please refer to the information shared via Amendment 002 regarding the new deadline submission and also the new submission process of Concept Note(s).

Q5: The addendum states that it will follow the programmatic and geographic focus as identified under the HELIX APS, but the APS does not appear to reference any geographic priorities.

- a. Can USAID please confirm that all geographies will be considered equally, or which regions or countries USAID would like applicants to prioritize?**

A: SHARE Addendum under HELIX is global opportunity and USAID will consider Applicant(s) from any country where USAID provides funds to development efforts. Potential Applicants should demonstrate ability to address the overall goal of the SHARE Addendum across USAID regions in relation to USAID Education programming. Please see Section A, Program Description of the Addendum for additional info and subsequent Amendment.

- b. Can USAID confirm the geographic spread or number of countries that a competitive application should consider?**

A: Concept Notes do not need to name specific countries. Concept Notes should propose a geographic scope that would allow it to achieve the Addendum's outcomes and brings a competitive advantage.

- c. What is the geographic focus as identified under the HELIX APS?**

A: Please refer to the response on Question #5 (a) and #5 (b).

- d. Section D of the HELIX SHARE APS Addendum refers to the HELIX APS geographic focus. The mechanism of assigning geographic focus for the HELIX APS seems to be through Adend[d]a. Given that there is no guidance for geographic focus in either of these documents (as it relies on USAID mission buy-in), does USAID have any indication of preferences for geographic coverage, number of countries, or any other specifics for implementing partners to consider?**

A: Please refer to the response on Question #5 (a) and #5 (b).

Q6: Can USAID confirm what are NPI modalities listed under the HELIX APS?

A: For a breakdown of the NPI modalities under the HELIX APS, please refer to pages 14-16 of the HELIX APS, under the Related Documents tab in the following grant.gov link:

<https://www.grants.gov/web/grants/view-opportunity.html?oppId=326056>

Q7: Can USAID confirm how to access the related documents of the SHARE Addendum and HELIX APS?

A: For all of the documents related to the SHARE Addendum and HELIX APS, go to the following grants.gov links for each posting, click on the "Related Documents" tab. Under the tab, all of the

documents to date will be available for downloading. You may download a zip file or each individual file. Please keep in mind that file format varies.

SHARE Addendum: <https://www.grants.gov/web/grants/view-opportunity.html?oppId=326057>

HELIX APS: <https://www.grants.gov/web/grants/view-opportunity.html?oppId=326056>

USAID encourages Applicants to regularly check grants.gov links for both SHARE Addendum and HELIX APS for additional information shared.

Q8: Under the HELIX APS modalities for NPI engagement, Modality 3a (Page 15) includes a footnote that states “Addenda must specify a minimum of 50 percent of total funding would go to the new and underutilized partners to implement through sub-awards but may choose a larger minimum percentage amount”. The SHARE addendum does not seem to specify a percentage for this modality, can we assume that it is 50 percent?

A: The SHARE Addendum is issued under the [HELIX APS](#), thus the terms of HELIX flow down to the addendum level as well. In terms of Modality 3a, as noted on page 15 of the APS, prime awardees must pass a minimum percentage of 50 percent of the total funding of their awards to local sub-awardees, with a goal of moving them to qualify for direct awards. The same applies to SHARE Addendum but an Applicant selecting this modality may also choose a higher percentage than 50 percent.

Q9: The Higher Education Learning Agenda is not yet publicly available on the USAID websites. Given the focus of this APS and its mention of the four learning agendas, is there any possibility of releasing this prior to closing the submission to allow for integration into our Concept Note ideas?

A: The USAID Higher Education Learning Agenda is currently in the development stages and will not be publicly available before the call for Concept Note(s) submission deadline. USAID encourages interested Applicant(s) to regularly check [EducationLinks](#) as preliminary themes for Higher Education Learning Agenda will be posted.

Q10: As the SHARE Addendum seems to be a call for a consortium to manage a global program of up to \$40 million, which will be implemented in multiple (yet to be specified by USAID) countries where a particular USAID mission has bought into the program, is USAID - through this call for concept notes - looking for partners who intend to work with entities that qualify under the NPI engagement once a country has been specified? Or is this call restricted to partnerships which already qualify under the NPI modalities? The concept note template has caused us to question this, as it asks applicants to identify which NPI modality they qualify for.

A: Please refer to the response on Question #1 regarding the eligibility information under the SHARE Addendum.

As detailed on Section C of the Addendum, the onus is upon the Applicant(s) to demonstrate the viability of the Concept Note(s) in accordance with the NPI requirements and modality(ies). Concept notes that do not identify an NPI modality at the Concept Note stage will not be reviewed as this is an eligibility criterion at both the APS and Addendum level.

It is possible for an interested Applicant to select the modalities for sub-awards, but not yet have local or locally established partners identified at the concept note submission stage. Such information may be shared with USAID during the later stages of the funding opportunity and if the Concept Note is

determined viable and selected to move forward with co-creation and eventually invitation for a Full Application(s).

Q11: In the Concept Note template, in Section B (Description of Partnership and Partners) it specifies that Applicants should describe these points as they pertain to the “development of the concept note.” Is this section only asking for details on how the partnership functions at this early stage (re: the prime/subs named on this concept note submission), or is it also asking for how the consortium would work with yet to be determined local entities once implementation is underway in a specific country/region?

A: The Concept Note should demonstrate involvement of partners in relationship to development of the concept note, as well as activity implementation, related to Criterion 2: Quality and Capabilities of Strategic Partnership Approach and Collaboration which states "Extent to which concept note describes a commitment to equitable collaboration and deep partnership between partners at every stage of the concept development, activity design, and implementation."

Q12: Is USAID looking for specific countries and specific partners to be selected at the concept paper stage, or should that be a part of the co-design session?

A: Please refer to the responses on Question #5 (a – b).

As noted under Section A, Program Description, USAID encourages a partnership or consortium approach to bring together entities that can leverage their strengths to meet the SHARE Addendum goal and outcomes. Concept Notes are expected to identify all proposed partners, with the understanding that this list may change and may not be exhaustive; however, partnerships should be as fully developed as possible.

Q13: Per Page 12 of the APS "The Concept Note must also be accompanied by a 1-page notional budget, using the provided Budget Template (See Attachment B)." Attachment B has a 1-page Budget Summary tab, but also has a narrative tab (requesting line by line detailed information).

a. Can USAID please confirm that the narrative tab is not required? If a narrative is required:

A: A 1-page budget narrative should accompany the 1-page notional budget with the submission of the Concept Note.

b. Please confirm that a budget narrative in Word would be acceptable; and

A: As noted on Section D, Application and Submission Information of the Addendum, the 1-page budget narrative may be developed in Microsoft Word but should be submitted as part of the single PDF document package which includes the 5-page Concept Note.

c. Please confirm that a budget narrative at the categorical level would suffice.

A: USAID confirm that the budget narrative at the categorical level is sufficient at the Concept Note stage.