



USAID | KYRGYZ REPUBLIC

Amendment Number: 03
Amendment Date: July 11, 2017
Reference: Notice of Funding Opportunity Number: RFA-176-17-000004
Program Title: New Youth Development Activity in the Kyrgyz Republic
Subject: Responses to Questions from potential Applicants

Ladies/Gentlemen:

The purpose of this amendment is to clarify the term “consortium” and answer the questions submitted by the applicants.

1. For the purposes of the referenced RFA-176-17-000004, a consortium is an association of two or more non-governmental organizations with the objective of participating in a common activity. The consortium must be led by an eligible prime applicant as specified under under Section C of the RFA. Local and/or international non-governmental organization may join a consortium as a sub-applicant for this funding opportunity.
2. Please find below answers to the questions in response to RFA-176-17-000004 (Step, 2 Full Application Submission):

Question 1: Initial Draft Work Plan that is required for the application should cover all 5 year time-period or it should be Annual Work Plan for the first year?

USAID Response: The Initial draft work plan should cover only one year.

Question 2: Geographical areas: Should we propose concrete target communities or they should be determined together with USAID in-line with other USAID programs?

USAID Response: Yes, USAID expects partial geographical overlap with its other activities, especially the Community and Municipal Governance Initiative (CAMI) implemented by CAMI. Should this youth activity start o/a October 1, 2017, CAMI will be working in four oblasts: Jalalabad (Bazar Korgon and Suzak rayons), Issyk Kul (Jeti-Oguz and Ak-suu rayons), Osh (Nookat rayon), and Naryn (Kochkor rayon). Overlap with other USAID activities, for example with AgroHorizon or Business Growth Initiative, may also be appropriate, depending on the activities proposed by applicants.

Question 3: Is Log-frame a part of 12 pagers narrative Technical Approach or can be part of AMEP?

USAID Response: The logic model diagram referred to on page 13 of the RFA is part of the AMEP. See the following for some examples of logic models: <https://usaidlearninglab.org/lab-notes/what-thing-called-theory-change>

Question 4: We have established a consortium for this RFA. In regard, should all the members of the consortium submit their:

Please refer to clarification provided above on the term “consortium.”

- a) Brief statement of the history of the organization; its primary development focus, capabilities and challenges;

USAID Response: Yes

- b) Organizational chart for the consortium; or that part that is relevant to the proposed management plan.

USAID Response: Yes.

- c) Copy of the articles of incorporation or other documentation which substantiates the legal character/registration;

USAID Response: No, the lead/prime applicant must submit this to show that they are a Kyrgyzstani organization and the sub-applicant(s), as appropriate.

- d) HR, Finance and Procurement Policies.

USAID Response: Yes.

- e) Or this only applies to the lead applicant?

USAID Response: See responses above to Question 4 (a, b, c and d).

Question 5: Are we allowed to revisit our budget submitted for the concept notes (allocations between key budget lines)?

USAID Response: Yes.

Question 6: Should all key staff complete the sheet “CONTRACTOR EMPLOYEE BIOGRAPHICAL DATA SHEET”.

USAID Response: The prime applicant and its sub-applicant(s) are required to provide salary history for all key staff.

Question 7: As a main applicant, we are already registered in SAM and we have also DUNS number. But we are applying in consortium with another non-governmental organization. Is it obligatory for this NGO as a co-applicant to be registered in SAM and to have DUNS number?

USAID Response: The requirement to obtain a Data Universal Numbering System (DUNS) number and maintain a current registration in the System of Award Management (SAM) do not apply if an award is less than \$25,000 to a foreign recipient to be performed outside the United States.)

Question 8: Could you provide us with the budget forms SF-424 and SF-424a in Excel. Should we use only these forms or do you have other budget template except these forms?

USAID Response: The budget forms SF-424 and SF-424a are posted at www.grants.gov. Also, these forms are attached to the RFA-176-17-000004 on www.grants.gov.

Question 9: In NFO, on page 29, (f) Institutional Capacity / Past performance. Should we also provide information on Co-Applicant, which we are submitting the proposal in consortium?

USAID Response: Yes, the prime applicant is required to provide institutional capacity/past performance information on the sub-applicant as well.

Question 10: In NFO, on page 33, Indirect Costs. In the concept note we have indicated the overhead (margin) of the implementing organizations. Will it be considered as an indirect cost? How reasonable to show the overhead while we do not have the Negotiated Indirect Cost Rate Agreement (NICRA)?

USAID Response: Overhead costs are considered as indirect costs. Without a NICRA, the organization proposing an indirect rate must have an adequate accounting system and the indirect rate proposed in the budget must be supported by audit reports in the recent three years.

Local Kyrgyz non-governmental organization (NGO) may charge all costs direct when possible, rather than establish indirect cost rates. Alternatively, the local Kyrgyz NGO may elect to charge a 10% de minimis rate of their modified total direct costs (MTDC) in accordance with the federal cost principles.

Question 11: Do we need to submit USAID Branding Strategy along with the Full Proposal?

USAID Response: No.

Question 12: How the invoicing will be - based on the budget with agreed rates of experts or factual costs per experts? Shall experts be paid as indicated in the budget or is it internal business of the applicant?

USAID Response: The costs will be paid in accordance with federal cost principles.

All other terms and conditions remain the same.

Sincerely,



Maychin Ho
Agreement Officer