

AMENDMENT ISSUANCE DATE: April 26, 2018

NOTICE OF FUNDING OPPORTUNITY (NOFO): Strengthening Citizens' Engagement in Elections (RFA) Number 72061718RFA00002

REVISED CLOSING DATE FOR APPLICATION SUBMISSION: May 21, 2018

CLOSING TIME FOR APPLICATION SUBMISSION: 5:00 p.m. Kampala Local Time

SUBJECT: Amendment one to RFA 72061718RFA00002: Questions and Answers

A. Notice of Funding Opportunity (NOFO) Number 72061718RFA00002 has been re-released in its entirety to address questions received. To facilitate review, all changes have been highlighted in green.

B. THE FOLLOWING ARE USAID’S RESPONSES TO QUESTIONS RECEIVED IN REGARDS TO THIS NOFO:

Question 1: Is there a problem if a young organization places its bid with two different consortia for this NOFO?

USAID Response: An organization can be a part of two or more different consortia for this NOFO.

Question 2: In light of phrase “Local Organizations or a consortium under which definition you relate Organizations as to having leadership and operations in Uganda,” I bring your attention to the National Consultative Forum for Political Parties and Organizations (NCF) an Umbrella/Consortium institution with representation from all registered Political Parties and Organizations in the Country (29 parties) mandated among others to; Liaise with the Electoral Commission on matters pertaining to Political Parties and Organizations, ensure that Political Parties and Organizations comply with the code of conduct as prescribed under Section 19 of the PPOA, communicate complaints and grievances of Political Parties and Organizations to the Electoral Commission and to represent Political Parties and Organizations in any case where the Parties and Organizations have to give a common position. The institution was established under Article 71(2) of the Constitution of the Republic of Uganda and is operationalized under Section 20 of the Political Parties and Organizations Act (PPOA) of 2005 (as amended). The Forum's activities align with SCENE’s strategic objectives. Does NCF qualify to apply for funding under this call, or are there are other funding opportunities that you recommend the Forum to apply for?

USAID Response: Only local organizations as defined below are eligible to participate. USAID defines a local organization as one that:

- Is organized under the laws of the recipient country;***
- Has its principal place of business in Uganda;***

- *Is majority-owned by individuals who are citizens or lawful permanent residents of the recipient country or is managed by the governing body, the majority of whose members are citizens or lawful permanent residents Uganda; and*
- *Is not controlled by a foreign entity or by an individual or individuals who are not citizens or permanent residents of Uganda.*

Question 3: Can an organization belong to various consortia?

USAID Response: Please see USAID's response to question 1 above.

Question 4: If a consortium has many organizations, how much in terms of funds can the consortium budget under administration and then program funds?

USAID Response: It is up to the prime Applicant to decide how its budget will be apportioned to best achieve SCENE objectives.

Question 5: Is there a possibility of USAID increasing on the budget amount provided for the SCENE activity given that the current one of \$1,104,752 may be insufficient for a consortium with many organizations to achieve SCENE objectives as a lot of the budget will go into administration?

USAID Response: Subject to the availability of funds and at USAID's discretion, the Activity may be incrementally funded during the course of implementation.

Question 6: If a consortium is made up of 30 organizations, how do we administer that?

USAID Response: Consortium management/administration is entirely the responsibility of the Applicant. USAID expects Applicants to propose realistic consortium membership, if they choose to apply as a consortium

Question 7: Are there legal requirements for Sub-grantees?

USAID Response: Yes, all legal requirements for the Prime awardee MUST trickle down to the sub-grantees; however USAID will hold the Prime accountable for all sub-grantees.

Question 8: How many levels /tiers of Sub-grantees can a prime have?

USAID Response: It is entirely up to the Applicant to decide the most effective way to achieve SCENE objectives, Applicants MUST note that USAID will hold the Prime accountable for performance on the resulting award.

Question 9: How many awards will be made as a result of this Notice of Funding Opportunity?

USAID Response: USAID intends to issue one (1) award to a single organization or to a consortium of local organizations.

Question 10: At the end of 3 years (the Agreement performance period), what does USAID hope to achieve?

USAID's Response: Organizations should consult the objectives in the NOFO, and propose a specific intervention that is realistic given the timeframe and available resources.

Question 11: If an organization has never received USAID funding and therefore has no past performance records to this regard, will this organization be considered for award?

USAID Response: Yes, the organization may be considered as long as they meet the technical and cost requirements. In the "past performance" part of the application, they should indicate that they have not previously implemented a USAID award.

Question 12: Will the resultant award cover all the 3 objectives of the SCENE activity and should we put under consideration all the three objectives as we develop our proposals?

USAID Response: Yes.

Question 13: Can two associations partner with each other and apply as one; also can an association compete alone for this?

USAID Response: Applicants may propose their own partnerships and management structures as they see fit. They should include these details in the proposal.

Question 14: Much as USAID seeks to award to an organization or a consortium, the theory of change presented in the RFA seems to favor consortiums for this award.

USAID's Response: Objective 3 in the NOFO provides detail on coalition-building. This may or may not take the form of a consortium of applicants.

Question 15: Is this activity limited to specific regions or districts?

USAID Response: USAID has no specific preference for regions or districts and Applicants are free to propose with justification, regions or districts of preference if it is the most efficient and effective way to achieve SCENE objectives.

Question 16: When evaluating technical capacity will USAID evaluate each organization in the consortium or will evaluation be made on overall basis?

USAID's Response: USAID will evaluate both the Prime and proposed Sub-awardees.

Question 17: Are state organizations allowed to participate in this activity?

USAID's Response: State institutions/Organizations are not eligible to apply.

Question 18: If a consortium has state organizations will be eligible to participate?

USAID Response: *NO, State institutions/Organizations are not eligible to apply therefore cannot be part of a consortium of applicants. However, it is expected that eligible non-state applicants would collaborate with state institutions on the activity, as described in Objective 2.*

Question 19: In case an organization has an ongoing program funded by other donors but with objectives similar to SCENE's will such an organization be allowed to participate in the SCENE activity?

USAID Response: *YES.*

Question 20: Can an organization seek funds from other donors so as to increase the budget allocated for SCENE?

USAID Response: *The applicant's proposal should address what will be accomplished with USAID resources.*

Question 21: When do the 3 years start?

USAID Response: *The award becomes effective on the date it is signed.*

Question 22: If an organization is registered under the NGO act will it be eligible to participate? Must the applicant be registered under the NGO Act or it can apply as company registered under the Company act?

USAID Response: *Yes, all legally registered local non-state organizations are eligible to apply.*

Question 23: Are Net-Work organizations eligible to participate and will USAID consider them as a consortium or as a single organization?

USAID Response: *Yes they are eligible to take part. If the networked organization is registered as one entity, then they take part as a single organization. Other management structures may also be accepted—it is up to the applicant to specify how they would manage the award.*

Question 24: Will USAID consider Key Personnel of the Sub-awardees?

USAID Response: *USAID will consider 3 Key Personnel positions for the Prime Awardee.*

Question 25: Do the NOFO eligibility requirements apply to the Consortium members as well?

USAID Response: *Yes, the eligibility requirements apply to all members of the Consortium.*

Question 26: Are small local organizations allowed to apply as a stand-alone without being part of Consortiums?

USAID Response: *Yes they are allowed to apply.*

Question 27: If an organization has not handled a scope worth \$1,104,752 will it be considered to compete under this NOFO?

USAID Response: *YES, the local organization is eligible to apply for this award.*

Question 28: Will applicants be asked to contribute to SCENE indicators at some point?

USAID Response: *Yes, Applicants may propose performance indicators for USAID's consideration.*

Question 29: Will the resultant Agreement be funded upfront with all the \$1,104,752 or will USAID release money in batches?

USAID Response: *Subject to availability of funds, USAID may fund the award up front otherwise the award will be funded on an incremental funding basis.*

Question 30: Is there possibility to extend closing date for submissions of applications?

USAID Response: *The closing date for submission of applicants has been extended by **THREE** weeks from April 30, 2018 to **MAY 21, 2018.***

Question 31: Can Applicants factor in the staffing element in the budget even when those staff are not currently present but are planned?

USAID Response: *Staff proposed to work on this award must be included in the proposed budget regardless of whether the staff is already hired or not.*

Question 32: How shall we know if we are successful or not?

USAID Response: *Both the unsuccessful and Successful Applicants will be notified by USAID.*

Question 33: What is the maximum number of organizations a consortium can have?

USAID Response: *USAID has no limit to the number of organization in a consortium, for as long as it is realistic and supports the achievement of SCENE objectives.*

Applicant Question 34: Can organizations that work/partner with the Local governments apply?

USAID Response: Local government or consortia that include local government are NOT eligible to submit an application under this NOFO. A non-state organization or consortia of non-state organizations can work collaboratively with local governments in the implementation of this Activity. Therefore, SCENE applicants may choose to collaborate with local governments, but not as a co-applicant.

Question 35: Section 4 of the NOFO states that the Technical Approach must not exceed 32 pages however section (iii) Executive summary in brackets it mentions 28 pages, please clarify?

USAID Response: The maximum number of pages for the Technical Approach is 32.

Question 36: Please provide a copy of the Past Performance Information Form.

USAID Response: A copy of the Past Performance Information form has been provided as attachment B of Amendment 1 of this NOFO.

Applicants Question 37: Is SAM registration mandatory for Applicants:

USAID Response: Registration in the System for Award Management is a mandatory requirement BEFORE ANY AWARD CAN BE MADE. In the event that the submission deadline is due before SAM registration is complete, applicants should proceed with the submission of their applications.