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Questions Submission Deadline: **June 26, 2015 3:00PM (EST)**

Expression of Interest Submission Deadline: **July 13, 2015 3:00PM (EST)**

**Broad Agency Announcement (BAA) for
localworks: Research & Design for Locally-Owned and -Led Development**

I. OVERVIEW

A. Opportunity Description

The United States Agency for International Development (USAID) is seeking opportunities to collaborate on applied research and development focused on finding ways to support, sustain, and measure locally-owned and -led development.

Eligible organizations, companies, and individuals are invited to provide feedback or submit an Expression of Interest (EOI) in response to this Broad Agency Announcement (BAA)

In particular, USAID is interested in finding ways to strengthen networks of local actors, increase access to domestic resources, map local networks, understand constituent perspectives, monitor complex social changes, measure (and track shifts in) social capital, and facilitate multi-stakeholder processes.

B. Federal Agency Name

The United States Agency for International Development (USAID), administered through the Bureau for Economic Growth, Education, and Environment – Local Sustainability Office (E3/LS).

C. Opportunity Title

localworks: Research & Design for Locally-Owned and -Led Development

D. Announcement Type

This BAA serves to inform the public of the opportunity for potential funding from USAID to support locally-owned and -led development. The BAA includes specific requirements for evaluation criteria and administrative information, such as formatting and deadlines.

E. Opportunity Number

BAA-OAA-LWK-2015

F. Authority

This BAA is issued under Federal Acquisition Regulation (FAR) Part 35.106(c). This is not a FAR Part 15 procurement.

G. Catalog of Federal Domestic Assistance (CFDA) Number

98.001, USAID Foreign Assistance for Programs Overseas

H. This BAA can be downloaded from <http://grants.gov>

I. Question and Answers

Questions about this BAA may be submitted by email only to localworksideas@usaid.gov with the subject "BAA Question". The deadline for question submission is **June 26, 2015 3:00PM (EST)**. USAID will release answers to questions received by the deadline through an amendment to this BAA.

J. **Issuance of this BAA does not make any commitment on the part of USAID.** Further, USAID reserves the right to reject any or all requests for funding, at any stage in the selection and negotiation process.

II. OVERALL PURPOSE AND SPECIFIC RIGHTS RESERVED FOR THE US GOVERNMENT UNDER THIS BAA

- A. This BAA is a competitive opportunity to collaborate with USAID on ways to support, sustain, and measure locally-owned and -led development. Through this BAA, interested parties will be invited to propose research and development (R&D) activities. Awards funded through this BAA will identify, test, and refine principles and practices that relate to promoting and sustaining locally-owned and -led development. USAID encourages unconventional approaches that are outside the mainstream, challenge assumptions, and have the potential to radically change established practice.
- B. Multiple awards are anticipated. The amount of resources made available under this BAA, if any, will depend on the activities designed and the availability of funds. Some award types may not include funding.
- C. Entities not interested in pursuing funding, and only interested in providing information feedback in response to this BAA are welcome to do so (see Section V.A).
- D. This BAA is meant to solicit research and development and is not meant to implement a new or pre-existing USAID program.
- E. This BAA reserves specific rights for the US Government, in addition to rights described elsewhere in this document or by law or regulation, including:
 - 1) The right to select for collaboration and award all, some, one, or none of the expressions of interest (EOIs) received in response to this BAA.

- 2) The right to make awards without discussions, or to conduct discussions and/or negotiations, whichever is determined to be in the U.S. Government's interest.
- 3) The right to select for award an instrument type that is appropriate to the specific development context, partner relationship, and proposal selected for award. Instruments types include, but are not limited to: contracts, grants, cooperative agreements, Global Development Alliance agreements, inter-agency agreements, government-to-government agreements, donor-to-donor agreements, and memoranda of understanding. In addition, the U.S. Government may craft new instrument types to meet the needs of specific relationships.
- 4) The right to co-create projects with one or more respondents to this BAA, when it is in the best interest of the US Government.
- 5) The right to request any additional, necessary documentation. Such additional information may include, but is not limited to, a further detailed proposal or application, budget, and representations and certifications.
- 6) The right to fund or co-invest in activities in phases, with options for continued work at the end of one or more of the phases.
- 7) The right to award only portions of a proposal, application, or activity generated under this BAA.
- 8) The right to award instruments under this BAA which do not commit or exchange monetary resources.
- 9) The right to end consideration for award in the event that i) the parties fail to reach agreement on activity concept, design, award terms, conditions, or cost/price within a reasonable time, ii) the participant fails to provide requested additional information in a timely manner, or if iii) for any reason USAID determines it is not in the best interest of the US government.

III. OPPORTUNITY INFORMATION

A. Background on *localworks*

This announcement seeks to generate research and ideas which will support the *localworks* program launched by USAID.¹

The purpose of *localworks* is to support locally-owned and -led development by strengthening networks of local development actors² in order to promote the mobilization of and access to local resources, improve country systems and enabling environments, and resolve local problems in an enduring manner.

¹ The legislative name for the program is "Small Grants Program," established by Congress in Section 7080 of Consolidated and Further Continuing Appropriations Act, 2015 (P.L. 113-235) (FY 2015 Appropriations Act).

² "Development actors" includes a broad range of entities, which include civil society organizations, academic institutions, firms, private capital, professional associations, networks, NGOs, philanthropies, faith-based organizations, local government entities, and individuals.

E3/LS will work towards achieving this purpose primarily through

- 1) long-term financial and technical support to USAID field missions selected to participate in the *localworks* program, and
- 2) the identification and dissemination of the principles, approaches, and methods that increase the probability of local development actors meeting the evolving needs of a broad range of constituents.

The program will be designed and implemented in close partnership with participating USAID Missions (USAID anticipates that no fewer than three missions per year will be selected). These missions will have the opportunity to engage in a *localworks*-funded design process, during which they can design, test, and refine a set of hypotheses representing their initial best judgment on how to strengthen local capacity to identify, organize around, finance, and overcome development challenges.

A key priority for all *localworks* interventions is knowledge transfer. The program goal is to increase the capacities of local networks and access to local resources; ongoing dependence on externally-funded services runs contrary to this. Therefore, in every instance where non-local services are provided to local actors through *localworks*, USAID expects the focus to be on transferring the relevant knowledge, skills, and underlying principles and values to local actors so that these activities may be carried out in the future without international donor support.

While participating USAID field missions will be encouraged to partner with local organizations during the implementation phase, the focus of *localworks* is not on developing the capacity of individual organizations to implement USAID projects. Rather, the program seeks to strengthen local resource networks so that local entities can identify challenges, mobilize resources, and overcome problems without depending on external sources of funding and support.

B. *localworks* Measures of Success

The exact targets for *localworks* interventions will mostly be developed by USAID field missions in designing their own *localworks* strategies. Illustrative measures of success for the program include:

- 1) Increases in access to and use of domestic financial, technical, and human resources for local development actors.
- 2) Positive changes in constituent feedback for development services and NGO feedback on local resources.
- 3) Shifts in hubs of influence (as determined by network analyses/mapping) from donors to local development actors.
- 4) Rise of social capital indices over the longer term.

Partners implementing awards which result from this BAA will not be held responsible for directly achieving these overall *localworks* targets. Rather, as a result of this BAA, USAID hopes to generate new ideas, research, and approaches that advance the Agency's understanding of 1) how networks of local development actors function, 2) how to most effectively target

investments and activities to strengthen the capabilities of local networks, and 3) how to effectively measure progress towards desired outcomes.

C. localworks Guiding Principles

All awards made to implement the *localworks* program, including any awards resulting from this BAA, should be in accordance with the following principles:

- 1) **Look locally.** Resources and capacity already exist locally—find and support them. Let's encourage local expertise, respect existing networks and relationships, and connect local actors with local resources. Support local initiative to solve local problems.
- 2) **Listen to the end-user.** Instead of assuming what people need and think, let's ask them.
- 3) **Embrace risk and be flexible.** Development is rarely linear: circumstances change, new ideas emerge, and assumptions fail. Be willing to experiment, adapt, and iterate. Let's focus on outcomes, rather than processes.
- 4) **Share lessons learned.** Our successes and failures can help others—at USAID and beyond—develop better programs and positively impact more people. Let's learn from our mistakes.
- 5) **Be patient.** Understanding problems takes time. Building relationships takes time. Enduring change takes time. Be flexible. Let's invest the necessary time and focus on the long-term outcomes that matter the most.

D. Scope of this Announcement

The scope of this announcement is limited to research and development in support of *localworks* objectives in line with the areas of interest described in Part IV.

1) Funding Available

The actual amount of funding available for a particular project will depend on the number and quality of submissions received. We anticipate that approximately \$5 million will be available to fund initiatives proposed through this BAA over the next five years, noting the following:

- a) USAID anticipates funding multiple awards through this BAA, so it is unlikely that a single award will be made for this amount.
- b) While legislation has authorized \$45 million in FY15 funds is available for *localworks*, most of this funding will be transferred to 3-5 USAID field missions which will carry out activities in accordance with their own specific *localworks* strategies. Missions administering *localworks* programs will not manage awards resulting from this BAA (unless otherwise stated in an addendum).
- c) Due to legislative restrictions, USAID does not anticipate using *localworks* funds for awards above \$2 million

2) Geographic/ Sector Scope

Feedback submitted in response to this BAA (not in the form of EOIs) may be of worldwide applicability or may pertain to a specific country, region, and/or sector.

However, EOIs must be of worldwide applicability, proposing ideas which are useful for the *localworks* program as a whole or must be easily adapted to a particular country and/or sector once participating *localworks* field missions are identified.

E. Co-investment

Co-investment refers to the U.S. Government's strategic aim to align partnerships along mutual or complimentary development goals and therefore embrace shared responsibility, shared risk, and shared resourcing. Shared resourcing may be accomplished through funding by both or multiple parties, either through cash resources or the exchange of other resources. Other resources can be both tangible and intangible, such as in-kind contributions, expertise, intellectual property, brand value, high-value coordination, and access to key people, places, and information. Co-investment does not require equally shared resourcing (such as 1:1 leveraging), but rather resource contributions that are appropriate to the specific activity's objectives, considering the comparative advantages brought by the participation of each party and the award type.

IV. AREAS OF INTEREST

Feedback and expressions of interest submitted in response to this BAA should pertain to the following subject areas relevant to *localworks*.

A. Network Mapping and Analysis

In order to better understand the dynamics of local actor networks, USAID is interested in: The identification and analysis of (1) the range of local development actors and (2) the relationships between these entities. More than inventorying entities, *localworks* seeks to spur the development of analytical approaches that assess the quality and quantity of relationships between entities and individuals within social networks. This may include but is by no means limited to the following:

- 1) Ways to identify of key brokers of ideas and resources, and the networks they operate within. This may potentially include local service providers capable of providing resources and support to other local organizations.
- 2) Analysis and mapping of the relationships between these local entities (e.g., propensities for collaboration, flow of information, reputations, degree of influence, promoter scores, etc.)
- 3) Long-term tracking of shifts in influence within networks over time, through ongoing mapping.

Of particular interest is measuring, analyzing, and understanding the *social capital* of local systems the dynamics, norms, and values that enable or prevent the flow of ideas and resources between entities, and the factors that encourage or discourage collaboration. This information will be used

to develop strategies for locally-led programming, identify potential partners, and track progress over time (for instance, measuring shifts in influence away from external sources and towards local entities).

B. Constituent Feedback and Analysis

The ultimate measure of a development program's relevance rests on input from the program's intended constituents.³ This data is useful for program design, monitoring, and evaluation. Consulting with constituents and understanding their needs before settling on an approach will significantly improve program design and help to ensure local buy-in. USAID envisions that this process will provide a baseline of constituents' views of local actors (e.g. government, civil society, private sector) and – by the same token – a baseline of how these local actors assesses the quality of local resources. Similarly, constituent satisfaction feedback can help assess program performance, identify necessary shifts, and contribute to complexity-aware monitoring and evaluation methods (appropriate when exact input/outcome relationships are unclear). In particular, USAID is interested in the following types of constituent input:

- 1) Constituent input for (1) accurately defining development challenges/priorities; (2) program design; and (3) monitoring/evaluation
- 2) Ongoing feedback from constituents to assess the quality and relevance of the program, which may include the performance of the donor community (including USAID) and *localworks* grantees
- 3) Feedback to constituents on the use of their input

USAID is interested in ensuring that methods of collecting data are as inexpensive as possible. To this end, interested submitters may wish to consider data collection methods which make use of information and communications technologies to reach constituents.

C. Facilitating Multi-Stakeholder Processes

Encouraging local ownership and local leadership requires that the agenda not be donor-driven. While donors may play an important role in convening, financing, and facilitating, this role needs to be played in partnership with (and ultimately transitioned to) local development actors. Facilitating – rather than distorting – local processes is at the heart of *localworks*. Effectively (and, to the extent possible, efficiently) facilitating design, implementation, and monitoring processes that draw on a full range of relevant stakeholders (government, constituent, donors, civil society, etc.), is a key element of programmatic legitimacy. USAID is seeking ideas on how to:

- 1) Identify key stakeholders
- 2) Establish platforms (or identify existing platforms) for effectively engaging with a range of stakeholders throughout the program cycle
- 3) Ways Incentivize locally-owned and -led multi-stakeholder platforms

This topic relates closely with Section IV parts (a) and (b).

D. Resource Mobilization

³ Often referred to as “beneficiaries” or “end-users”. We have chosen “constituents” to emphasize that progressive change in a society is grounded in active participation by those who are affected by that change.

Increased access to local resources by local actors is a central component of *localworks*. This represents a shift from the traditional paradigm of development, in which local actors are often the implementers of an externally-driven aid agenda. Accordingly, *localworks* does not view helping local organizations to access funds from international donors as a lasting way to promote sustainability. Rather, *localworks* seeks ideas on how to promote sustainable outcomes through building local networks capable of mobilizing resources domestically, particularly in the following areas:

- 1) Financial resources (e.g. community philanthropy, social enterprise, corporate social responsibility, access to credit, etc.)
- 2) Human capital and access to local technical resources
- 3) Organizational capacity strengthening through access to local resources

E. Monitoring and Evaluation (M&E) Approaches

USAID recognizes that progress towards the achievement of *localworks* objectives is difficult to measure using traditional metrics. Nonetheless, measuring progress towards these (and related) goals is a challenging, but it is nonetheless key to the success of *localworks*. USAID is therefore interested in how to identify successes, failures, challenges, and opportunities.

Of particular interest are approaches that employ complexity-aware monitoring and evaluation, which can be applied in dynamic situations where cause-and-effect relationships may not be clear.

Illustrative Outputs:

- 1) Program-specific strategies for identifying and tracking outcomes throughout the program lifecycle in complex environments.
- 2) Evaluation methodologies
- 3) Ex-post evaluation strategies
- 4) Indicators which can be used in the short, medium, and long term which assess the strength of networks and the capacity of local actors to own, lead, and control development efforts. Some illustrative areas for which USAID will seek to develop appropriate metrics are as follows:
 - a) Social capital metrics, for tracking baselines, medium-to-long-term shifts, as well as intermediary indicators (or proxy indicators).
 - b) Local network metrics, which may include shifts in network composition over time – hubs of influence, changes in relationships, shifts in the flows of resources and ideas; and/or other civil society network capacity metrics.
 - c) Access to local resources, which may include the replacement of external resources, increases in community philanthropy, etc.
 - d) Constituent feedback over time.
 - e) Links between measures of social capital and impacts on economic outcomes (or other similar metrics, such as adoption of innovation).
 - f) Relevant exercises in contingent valuation (the valuation of non-market resources, such as social capital).
 - g) Quasi-experimental methodology, such as (if possible) the identification of counterfactuals for comparing the impacts of different donor approaches.

- h) Economic modeling to identify relative costs, benefits, and impacts of *localworks* approaches compared to alternative approaches, which may include donor efforts working through local entities for immediate term service delivery.

F. Approaches to Ongoing Learning

localworks is intended to be an opportunity to test and refine approaches to supporting locally-owned and -led development. This enables USAID and others to adapt, as well as to share lessons learned to interested parties. It is also the intent of the program to capture and share principles and lessons learned, contributing to our knowledge of how donors can most effectively work with and support local development actors. Therefore, in addition to the quantitative M&E strategy discussed above, USAID is interested in effective approaches to capture and disseminate qualitative information in a useful manner, as well as low-burden approaches to gathering program implementation feedback.

V. SUBMISSION INSTRUCTIONS

A. EOI Content

EOIs must clearly explain the proposed activities and their relationship to the area(s) of interest outlined in Section IV. In addition, EOIs should contain a discussion of:

- 1) how the proposed activities address the applicable *localworks* guiding principle(s),
- 2) the submitter's capacity to implement the proposed activities,
- 3) approaches towards collaborating with USAID and – if appropriate – other potential partners or donors
- 4) relevant past successes and/or failures which inform the proposed activities, and
- 5) existing resources which could complement the proposed activities, which may include cost share (monetary or in-kind resources) from the submitter itself or leveraged resources from possible external partners
- 6) a notional budget which provides estimated figures for the following:
 - 1) the total amount of funding potentially requested from USAID
 - 2) total funding from leveraged resources and/or cost share, and
 - 3) the total estimated amount of the proposed award budget

Note: A budget breakdown listing cost categories need not be included at this stage

B. EOI Formatting Requirements

- 1) The submission may not be more than five pages in length. Not included in this limit are i) a title page listing the submitter's contact information ii) any charts or tables included with the EOI will be considered within the page limits, and iii) references and citations to academic publications or other resources, if included as a separate page of end notes.
- 2) All EOIs should be in clear English with minimal jargon, such that USAID reviewers from a variety of technical backgrounds will be able to understand.
- 3) The font size may not be larger than 11 points
- 4) The file must be in .pdf, .doc, or .docx format.

C. Deadline and Submission Method

EOIs must be submitted to localworksideas@usaid.gov by **July 13, 2015 3:00PM (EST)** with the subject line “BAA Expression of Interest.” Hard copies of the submission will not be accepted.

D. Evaluation Criteria

USAID will review each EOI received by the deadline, provided it is in compliance with the required elements listed above. In determining whether to invite a submitter to proceed to the co-creation phase, USAID will use the criteria mentioned below:

1) Technical Approach

Soundness of the proposed idea towards meeting *localworks* objectives, remaining attentive to the guiding principles discussed in Section III.A of the BAA. Ideas should be supported by evidence as applicable.

2) Feasibility

The feasibility of adopting the proposed idea a means of conducting research and development related to *localworks*, and the likelihood of its being adopted and leading useful outcomes in light of any operating constraints.

3) Organizational Capacity

Demonstration that the submitter and its partners (if applicable) have the resources and experience necessary to implement the proposed activity.

4) Additional Considerations

- a) Concepts developed under this BAA must be determined to be within USAID’s strategic interest to pursue.
- b) Concepts developed under this BAA shall appear possible and achievable, allowing for a high degree of risk appropriate for new and innovative approaches.
- c) Nothing in the BAA precludes reasonable cost sharing, matching, leveraging or their exchange or resources arrangements, and submitters are encouraged to suggest creative approaches to resourcing projects.

VI. COLLABORATION AND AWARD PROCESS

The intent of this BAA is to create high-quality, effective partnerships with great efficiency in time and resources. This is achieved through a process of collaborating with USAID at several stages. The amount and nature of funding available at any stage in the BAA design may impact the decision on whether to invite a potential partner to proceed to the next stage. Note that ideas may change significantly during the design, consultation, and award negotiation process. Accordingly, the collaboration and award process is comprised of the following steps:

A. Expressions of Interest

Potential partners will submit an Expression of Interest (EOI) in accordance with Section V. All submissions received by the deadline will be reviewed by an initial review team of USAID staff. This team will assess each responsive submission against the evaluation criteria provided in Section V.B.2 and determine which submitters will be invited to the co-creation phase (see below). All USAID staff who review the EOIs will sign a document confirming they do not have a conflict of interest that would bias their judgment in reviewing submissions received.

Submitters will be informed via email of USAID's decision. While USAID does not guarantee any specific timeline, all efforts will be made to issue a decision on whether an EOI will be invited to proceed to the co-creation phase within two months of the submission deadline. Due to the anticipated volume of EOIs, USAID will not be able to provide detailed feedback for unsuccessful EOIs. Submissions that are received after the deadline or are not in accordance with the requirements of Section V. may not be considered by USAID.

B. Co-Creation

During the co-creation phase, USAID and the potential partner(s) will discuss the ideas proposed. This may be done in person and/or through virtual communication as deemed appropriate by USAID. Through this process, potential partners will be encouraged to discuss ideas with each other and propose potential collaborations. During this phase, these potential partners and USAID may identify additional partners and resources which could complement the project. Using its technical expertise, USAID may suggest revisions/additions to the proposed activities.

At the conclusion of the co-creation phase, USAID will invite the prospective partner(s) whose proposed R&D activities appear to most effectively support the *localworks* program to submit a Concept Paper of no more than 15 pages. This paper should explain how the ideas discussed in the Expression of Interest will be implemented, taking into account any feedback provided during the co-creation phase.

The Concept Paper will form the basis of the Program Description or Statement of Work in an award instrument. Accordingly, the Concept Paper will contain a discussion of a) the development problem or challenge to be addressed, b) theoretical or field work methodology, c) teaming arrangements with any resource partners d) deliverables and reports, e) monitoring and evaluation approaches, if applicable.

To all prospective partners who are invited to proceed to the next stage, USAID may provide additional instructions on the format and content of the Concept Paper, the submission deadline, as well as any additional selection criteria which will be used by USAID in making the final award recommendation. Note that USAID may request additional supporting documentation, such as proposed estimated cost and cost breakdown, letters of support or commitment, contact information, resource contributions, etc.

C. Review Board

All EOIs will be assessed by the *localworks* Review Board convened by E3/LS. The team will review each EOI received by the deadline. In addition to assessing the technical merit of

an EOI, the Review Board may consider a submitter's past performance as well as the managerial and technical ability of the person or team of individuals

The Review Board will include members of E3/LS, and may include USAID personnel from other offices, as well as non-USG subject matter experts. Members will possess a variety of backgrounds and technical expertise.

All Review Board members will sign a document confirming they do not have a conflict of interest that would bias their judgment in reviewing submissions received.

D. Contracting/Agreement Officer Determination

The Contracting/Agreement Officer (CO/AO) will review the Review Board's recommendations and consider other information, such as funding availability, offeror/applicant responsibility, and other USAID policy requirements. The CO/AO or his/her designate may ask the prospective partner for additional information. Following this review, the CO/AO will decide whether the Concept Paper submitters recommended by the Review Board should be considered for award.

E. Full Proposals/Applications

Those selected by the CO/AO to proceed to award negotiations will be requested to submit a full proposal /application. The CO/AO will inform these prospective partners of the anticipated instrument type (e.g. contract, grant, or Cooperative Agreement) along with additional instructions on submitting the full proposal/application. The length and content of the proposal/application depends greatly on the nature of the partnership and the type of mechanism envisioned. At a minimum, these prospective partners will be required to submit a detailed and summary budget, budget narrative, and certifications and representations.

F. Final Negotiation

The Office of Acquisition and Assistance will conduct final award negotiations on cost and technical issues, and will make a determination on the responsibility of the proposed partner. If agreement on award terms or cost issues cannot be reached, or if the partner is determined to be not responsible, the CO/AO will cease award negotiations at no cost to the Government.

G. Award

The USAID Contracting/Agreement Officer will award the instrument(s) resulting from successful BAA negotiations.

VII. AWARD INFORMATION

- A. Any Expression of Interest or Concept Paper received that does not directly relate to the areas of interest discussed in this BAA will not be considered. However, USAID encourages

interested parties to submit suggestions for future addenda and/or to submit an unsolicited proposal/application in accordance with agency policy.⁴

B. Award Type and Eligibility

Following the collaborative process, USAID may decide to issue a variety of award types, such as: contracts, grants, cooperative agreements, or alternative agreement types. The instrument type will depend upon the nature of the work proposed, the required degree of U.S. Government involvement, and any applicable legislative restrictions. The USAID Contracting/Agreement Officer will determine the award instrument type and negotiate terms and conditions with awardees. USAID may select the award instrument it deems appropriate.

Public, private, for-profit, and non-profit organizations, as well as institutions of higher education, public international organizations, and non-governmental organizations are generally eligible to submit expressions of interest under this BAA. However, certain restrictions apply per *localworks*' authorizing legislation⁵, and entities which have received more than \$5 million in US government funds over the past five years will not be eligible to receive assistance awards.

All organizations must be determined to be responsive to the BAA and sufficiently responsible to undertake project activities and comply with the conditions of the final award.

C. Standard Clauses and Provisions of Award

The standard clauses or provisions for awards are generally prescribed by law and regulation and will vary considerable by award type. Information regarding clauses and provisions will be offered to the Apparently Successful Partner when the award type is identified.

D. Pre-Award Costs

USAID will not finance pre-award costs. Prospective partners are responsible for all costs associated with the EOI, Concept Paper, and award negotiation, to include any costs related to travel, labor, and communications during the co-creation phase.

VIII. INFORMATION PROTECTION

- A. The collaborative process envisioned through a BAA entails an open discussion of ideas with USAID as well as other potential partners and any external stakeholders that USAID wishes to engage. Therefore, all submissions should be free of any intellectual property that the submitter wishes to protect.
- B. Please note that the co-creation phase may involve discussion at a forum attended by other prospective awardees. After this step, those individuals or organizations invited to submit a Concept Paper may identify information which they wish to be considered proprietary, but it is at the discretion of USAID whether to honor this request.

⁴ <http://www.usaid.gov/work-usaid/get-grant-or-contract/unsolicited-proposals>

⁵ Section 7080 of Consolidated and Further Continuing Appropriations Act, 2015 (P.L. 113-235) (FY 2015 Appropriations Act).

- C. Therefore, all entities making submissions under this BAA hereby grant USAID a royalty-free, nonexclusive, and irrevocable right to use, disclose, reproduce, and prepare derivative works, and to have or permit others to do so to any information contained in the EOI. Also, submissions under this BAA must be free of any third party proprietary data rights that would impact the license granted to USAID herein.