



USAID | SENEGAL

FROM THE AMERICAN PEOPLE

Subject: Questions and Answers (Q&A)

Reference: Notice of Funding Opportunity No. 72068519RFA00005

Program Title: Sahel Collaboration and Communication (SCC) Activity

Date: March 28, 2019

Ladies/Gentlemen:

The United States Agency for International Development (USAID) wants to thank you for submitting questions in response to the referenced Notice of Funding Opportunity (NOFO). Your questions were reviewed, and we hereby provide answers/clarifications enclosed herewith as ATTACHMENT A.

The deadline for submission of technical and cost application is now revised from April 12, 2019 to April 26, 2019 at 16:30PM (GMT) Local Dakar, Senegal Time.

Issuance of this Q&A 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 preparation or submission of 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,

Yves Kore
Regional Agreement Officer

Enclosed:

- **ATTACHMENT A – Question & Answers**
 - **ANNEX 1:** List of Current Projects

QUESTIONS AND ANSWERS

GENERAL

1. In the RFA, the issue date is listed as March 12, 2019. However, the solicitation files were not posted to Grants.gov until March 14, 2019. Given the delay in posting the solicitation, would USAID kindly consider extending the closing date to submit applications by at least two business days?

[USAID Response: Application submission deadline has been extended from April 12, 2019 to April 26, 2019 at 16:30PM \(GMT\) Local Dakar, Senegal Time.](#)

2. The NOFO lists an Issue Date of March 12, 2019, but was posted to Grants.gov on March 14, 2019. Would USAID kindly provide a one week extension to the proposal deadline (for a new deadline of April 19, 2019) to provide Offerors with sufficient time to address USAID's response to questions?

[USAID Response: See response to bullet #1 above.](#)

3. Would USAID consider issuing an extension given that the RFA was posted on March 14, while the issue date was listed in the RFA as March 12, to allow at least a 30-day response time?

[USAID Response: See response to bullet #1 above.](#)

4. Would USAID consider providing an extension of the SCC NOFO closing date of April 12, 2019 given a.) the short timeline provided for response (less than 30 days), and 2.) the need to incorporate relevant information from USAID's answers to questions, which we anticipate receiving only approximately two weeks before the current close date?

[USAID Response: See response to bullet #1 above.](#)

5. Can USAID confirm that it discourages exclusive partnerships with local and regional organizations to ensure USAID is able to tap into strong local and regional partners across consortia?

[USAID Response: Yes, that is our preference.](#)

6. Given the collaborative nature of the SCC program, it is implicit that personnel from other RISE II and USAID regional projects, as well as key stakeholders, will participate in SCC activities. To support this participation, recommendations in the SAREL Final Performance Evaluation call for USAID to "ensure that future RISE implementing partner solicitations allocate funds for partner participation in learning workshops and interaction with the learning platform." Should SCC bidders assume that this funding will be allocated as recommended?

[USAID Response: SCC applicants should assume that each IP will cover the costs of its own staff participating in events. SCC should budget to cover the costs of attendance by non-IP staff \(community members, gov't employees, etc.\).](#)

7. Can USAID share a list of all RISE II, SDP and Bridge IPs, as well as names of their projects and implementation periods to inform bidder understanding of scope for work planning and budgeting process?

ATTACHMENT A

NOFO #72068519RFA00005: Sahel Collaboration and Communication (SCC) Activity

USAID Response: A list of current projects is attached as ANNEX 1 to this Q&A. Please note that the list is constantly changing as new projects are awarded, existing awards are amended, and old projects end. The list should be viewed as a current snapshot of the main projects currently under implementation (not planned).

SECTION A: PROGRAM DESCRIPTION

8. Could USAID clarify if SCC activities will also happen in Chad and Mauritania within the \$16 million of estimated funding? Will USAID allocate additional funding for activities in Chad and Mauritania?

USAID Response: Activities in Mauritania and Chad will need to occur within the \$16 million estimated budget. Budgets submitted in response to this solicitation should focus on implementation in Burkina Faso and Niger, while allowing flexibility to respond to needs and opportunities in Mauritania and Chad when and if they arise. To the extent possible, reprogramming may be accomplished through the annual work plan process and the allowed 10% budget flexibility as per 2 CFR 200.308.

9. NOFO Section A.10 Geographic Focus, on page 27, states that the Bridge program will operate in “areas of both Chad and Mauritania.” Could USAID please clarify which regions or provinces of Chad and Mauritania the Bridge program is anticipated to be operating in?

USAID Response: Geographic regions have not been determined at this time.

10. NOFO Section A. 13, on page 30, states, “SCC should be able to support Mauritania and Chad in a more limited manner should funding become available and the need arises.” Would USAID kindly confirm that the Offeror does not need to include support for Mauritania and Chad in the SCC proposal, since that support is pending funding availability?

USAID Response: See response to #8 above.

11. How many USG-funded programs and partners will SCC provide support to?

USAID Response: See response to bullet #7 above.

12. NOFO Section A. 9, on page 25, states that USAID encourages the utilization of existing technology platforms. Is USAID expecting the successful applicant to maintain and update the Sarel Knowledge Management Portal developed through the Sarel Resilience Learning Project?

USAID Response: Applicants should propose their approach to knowledge management, and look into existing platforms. The SAREL KM Portal has ended.

13. Re: NOFO, page 24 states, “USAID encourages the utilization of existing technology platforms and partnering with local/regional organizations on communication and disseminations of results.” Can USAID please identify the “existing technology platforms” referenced here?

USAID Response: Applicants are encouraged to assess what “existing technology platforms” exist and propose their approach accordingly.

ATTACHMENT A

NOFO #72068519RFA00005: Sahel Collaboration and Communication (SCC) Activity

14. The NOFO emphasizes a local team which will be operating in a French speaking environment. Would USAID kindly consider lowering the English requirement from Level 4 to Level 3 (conversational) for the key personnel if the right mix of skills can be found in the team?

USAID Response: Given that one of the main objectives of the Activity is communication in English to external audiences, Level 4 English is required for the COP and DCOP.

15. The Geographic Focus section on p. 26 states “SCC will work primarily in Burkina Faso and Niger where most of the activities will be implemented, to coordinate the CLA and communication processes. Bridge activity implementing partners in Chad and Mauritania may also be included, if funding permits”. Can USAID confirm that the proposal budget needs to focus on Burkina Faso and Niger only?

USAID Response: see response to #8 above.

16. On page 22 the solicitation states, "SCC may also need to provide logistical support to USAID and other partners for key planning and discussions with host country governments at the village, commune, and national levels and with other development actors on contingency planning and shock response." Can USAID share a bit more detail on the extent of this type of “logistical support”?

USAID Response: SCC will be responsible for convening partners (renting venue, maintaining participant list, managing invitations, organizing agenda, printing, facilitation, etc.). The activity will also be responsible for tracking actions and serving a backbone coordination role under RISE II.

17. One of the lessons learned on p. 16 of the RFA states: “Meaningful collaboration and learning among IPs does not happen automatically. There must be a shared vision around an ultimate goal, and a commitment by both the donor and IPs to work together towards this shared goal”. In addition to the SCC mandate, are any requirements built into RISE II, SDP and Bridge IPs’ awards to incentivize collaboration and coordination across IPs?

USAID Response: All RISE II solicitations include a section outlining collaboration requirements that is very similar to that in the SCC solicitation. USAID will actively engage with all partners to reinforce this expectation.

18. Do RISE II, SDP, BRIDGE IPs have a collaboration expectation written into their contracts/agreements? We’ve found that when this is a contractual expectation (even a deliverable) then there are more incentives and the start-up period, in particular, is easier.

USAID Response: See response to bullet #17.

19. For the COP and DCOP, USAID requires “A minimum of a Master’s degree in an appropriate interdisciplinary area” for both positions, plus “At least 8 years of experience in senior management...” for the COP, and “At least 6 years of experience in senior management...” for the DCOP. In lieu of Master’s degrees, would USAID consider accepting Bachelor’s degrees plus experience?

USAID Response: No, we consider Master’s degree to be the minimum for these leadership positions.

ATTACHMENT A

NOFO #72068519RFA00005: Sahel Collaboration and Communication (SCC) Activity

20. USAID requires similar technical expertise, e.g., “Considerable experience in organizational capacity development, holistic organizational, learning and/or organizational development approaches such as CLA; Familiarity with monitoring and evaluation;” for both key personnel positions. Would USAID consider additional diversity and complementarity in technical expertise between the COP and DCOP?

USAID Response: Requirements listed for Key Personnel represent the minimum expected for those positions - additional expertise is welcome.

21. As stated on p.31 of the NOFO, the COP should be located in Niger and the DCOP should be located in Burkina Faso. Would USAID consider flexibility regarding location of key personnel?

USAID Response: No.

22. In several places, USAID uses the term "resilience institutions." Could USAID clarify it is referring specifically to the Haut Commissariat de l'Initiative 3N “Les Nigériens Nourissent les Nigériens”(HC3N) in Niger and Secrétariat Exécutif du Conseil National de Sécurité Alimentaire (SE/CNSA) in Burkina Faso or means this term to indicate something broader?

USAID Response: USAID intends this to primarily refer to HC3N and SE/CNSA, however the broader term indicates that other institutions are also important and may constitute key organizations for resilience.

23. On page 10 of the NOFO, USAID indicates that the zone of intervention includes parts of the Nord region of Burkina Faso. However, on page 26, it says "RISE II activities will be implemented in Tillabéri, Maradi, and Zinder in Niger, and in Centre Nord, Sahel, and Est in Burkina Faso," leaving out Nord. Could USAID please clarify the intended zones of intervention?

USAID Response: SCC supports not only RISE II, but also SDP and Bridge, as such it may also be supporting activities in Nord, even though they do not fall in the RISE II zone.

24. On page 23, USAID indicates that the SCC implementer will incorporate the learning agendas of individual USAID IPs, including conducting assessments, studies, and piloting new approaches. Should Offerors budget for financial support to IPs' activities or is it expected that such activities will be budgeted under each IP's project budgets? Similarly, could USAID clarify how the analysis and technical capacity building support to local government and civil society organizations should be divided between the SCC implementer and other IPs (page 24)?

USAID Response: The SCC implementer will not financially support other IP's activities, however it may conduct its own activities which benefit, assess, or inform the programs of other IPs. This will be negotiated as part of collaborative planning. SCC capacity building to local government and organizations will be focused on building their CLA capacity. The relative contributions of SCC vis-a-vis other partners will be resolved through collaborative planning post-award.

25. According to the solicitation SCC will help coordinate IP's joint work plans. Since many IPs may not start up at same time and thus will not have synchronized timing for the joint

ATTACHMENT A

NOFO #72068519RFA00005: Sahel Collaboration and Communication (SCC) Activity

development of their annual work plans, how does USAID advise SCC to think about coordinating IP's joint work plans with this constraint in mind?

USAID Response: SCC's role is to provide a facilitative framework within which IPs develop joint work plans. USAID anticipates that beginning in year two, most partners will submit Annual Work Plans at the same time.

26. Sub-result 1.2 reads: "Improved coordinated shock-response management." Will SCC have responsibility for leading the technical design and implementation of any high-frequency monitoring systems or shock-monitoring?

USAID Response: SCC is expected to have a key role in the establishment and distribution of information around monitoring systems, but at this time USAID does not expect the activity to have a leading technical role in the design of such a system.

27. What is the primary distinction between SDP and Bridge? Is it correct that SDP encompasses both Bridge project activities and RISE II projects? Are there also additional, discrete activities that may fall only under SDP, but not under Bridge or RISE II?

USAID Response: SDP is a coordinating framework for a particular geographic region. Bridge and RISE II activities will be active in that region, as will other programs such as countering violent extremism activities managed by USAID/West Africa.

28. On pages 23-24, under Result 2, there is a description of Sub-result 2.1 and Sub-result 2.3. Is Sub-result 2.3 mis-numbered or is there a missing expected sub-result from this overall Result?

USAID Response: This is mis-numbered. There are only two sub-results.

29. Page 23: What is "wrap-around" monitoring and data collection?

USAID Response: See response to #47 below.

30. Relatedly, what concrete role should SCC play in supporting/strengthening technical quality of IP's PMELPs? Does USAID anticipate the SCC will provide technical M&E support as part of the broader application of learning for adaptive management?

USAID Response: SCC's assistance to other USAID IPs will focus on the collaboration and learning aspects of their AMELPs. Technical assistance on M&E will be limited to helping to facilitate coherence across partner monitoring to support aggregation of indicator results. These aggregated results will be used to assess collective progress and impact, and communicate those results to external stakeholders. USAID will provide additional assistance to partners on M&E through other means.

31. It is noted that the AOR for SCC will be designated at the Dakar level. There is also reference to the Ghana USAID Mission ("The Learning Agenda should be complementary and not duplicative of countering violent extremism learning efforts managed out of the USAID West Africa Regional Mission in Accra, Ghana."). Is there an expectation that SCC will play a coordinating role between the Dakar and Ghana missions on overall learning agendas? Will the 30% LOE dedicated to Bridge and the 10% LOE dedicated to SDP still be managed through the Dakar-based AOR?

ATTACHMENT A

NOFO #72068519RFA00005: Sahel Collaboration and Communication (SCC) Activity

USAID Response: The entire management of SCC will be with the Dakar-based AOR, supported by activity managers in Niger and Burkina Faso. SCC will not be expected to coordinate between Dakar and Ghana missions, but its “Learning Agenda should be complementary and not duplicative of countering violent extremism learning efforts managed out of the USAID West Africa Regional Mission in Accra, Ghana.”

32. Is there an expectation that SCC would also link up to or coordinate with non-USAID funded resilience programs (EU Trust Fund for Africa, AFD, etc.)?

USAID Response: See “Section 6: SCC Stakeholders” of the NOFO.

33. The RFA references that SCC will include “systems to identify beneficiaries shared across multiple partners in order to reduce double counting and understand the extent of synergistic support to the same individual, household, organization/operational unit, or community.” Is USAID expecting SCC to develop and budget for a beneficiary registration and tracking system, including issuing unique IDs, tracking activities and/or outcomes, producing reports, etc., to be shared across IPs?

USAID Response: USAID does not expect SCC to setup or design beneficiary tracking systems. Rather, SCC should be available as needed to host forums where partners discuss their approaches to targeting and tracking beneficiaries, with a view to facilitating greater coherence, shared learning, and common approaches. This will inform partner program implementation and design, as well as aggregation of indicator results across multiple partners. SCC may be asked to bring in short-term expertise if needed to advise partners on how to design these systems.

34. The RFA stipulates that “Within 60 days of the award: 1. An activity communications strategy submitted and completed with feedback from USAID/DOC and revised annually as program matures”. Given the high emphasis on collaborative development of the communications strategy under Result 3, is there flexibility in this deadline, or potential to submit an initial 6 month strategy, and then more detailed communications strategy later on in Y1?

USAID Response: The 60-day timeline remains the same. However, the Awardee should submit a revised communications strategy whenever changes need to be made, such as at the end of the refinement period.

35. Does USAID have plans to bring on a recurrent monitoring partner for RISE II, SDP or Bridge? Will USAID be conducting recurrent monitoring separate from this SCC bid?

USAID Response: USAID has not yet determined whether it will conduct recurrent monitoring under RISE II.

36. Given the fact that the program will start with a six-month refinement of activities and plans, what level of detail is USAID expecting for Performance Indicators in the AMELP, for which ‘annual and life-of-project targets are required’? Is there flexibility to change these in the AMELP at the end of that 6-month period?

USAID Response: Applicants should submit a fully developed AMELP with their application. However, the Awardee should submit a revised AMELP whenever changes need to be made, such as at the end of the refinement period.

ATTACHMENT A

NOFO #72068519RFA00005: Sahel Collaboration and Communication (SCC) Activity

37. Re: NOFO, page 27, Section A.11, The link to the USAID's Gender Analysis prepared for RISE is broken. Could USAID please provide a new link?

USAID Response: USAID's Gender Analysis prepared for RISE II at:

https://dec.usaid.gov/dec/content/Detail_Presto.aspx?vID=47&ctID=ODVhZjk4NWQtM2YyMi00YjRmLTkxNjktZTcxMjM2NDNmY2Uy&rID=NTEwMDQw

A summary of the Gender Analysis is available at:

<https://www.usaid.gov/documents/1860/summary-rise-gender-analysis>

38. Re: NOFO, page 11, Can bidders also bid as prime or subcontractors on the Bridge project?

USAID Response: Yes. We don't anticipate any restrictions.

39. A key aspect of the SCC Activity will be collaboration and coordination across IPs. Can USAID please clarify how it will ensure that IPs share relevant documents with the SCC Implementer in a timely manner?

USAID Response: See response to #17 above.

40. Regarding Annex 2: Draft Activity Monitoring, Evaluation and Learning Plan (AMELP), are bidders required to submit Performance Indicator Reference Sheets (PIRS)?

USAID Response: Yes.

41. Regarding Annex 2: AMELP, are bidders required to submit a LogFrame?

USAID Response: A LogFrame is not required. However, Applicants should be clear on how their inputs and outputs relate to higher level results, and the indicators proposed at these different levels.

42. Regarding Annex 2: AMELP, can USAID please clarify if Annex 2 has a page limitation?

USAID Response: No page limit.

43. Does the SCC project design and budget need to encompass activities in Mauritania and Chad? Or will the project's description and budget be modified after its award to encompass activities for Mauritania and Chad at some point later during the period of performance?

USAID Response: See response to #8 above.

44. Re: NOFO, page 13 states, "...the Sahel Collaboration and Communication Activity is being asked to put its resources (budget, staff time, etc) toward serving mainly RISE II (60%), then Bridge (30%), and lastly to SDP (10%). SDP is a 2-year initiative at the time of the writing of this PD whereas RISE II and Bridge are all 5-year projects hence the lower level of effort expected for SDP from this Activity." Can USAID please clarify whether the 10% allocated for SDP means 10% of EACH of the first two years? Or, 10% of the anticipated project total?

USAID Response: While SDP is initially conceived as a two-year pilot it is likely that the SDP coordination framework will continue to be useful beyond that two-year period. As a result, Applicants should plan to support SDP over the entire 5-year life of the Award (i.e. 10% of the anticipated project total).

ATTACHMENT A

NOFO #72068519RFA00005: Sahel Collaboration and Communication (SCC) Activity

45. At times when the NOFO uses the term “USAID IPs” it seems the application is specific to RISE II implementing partners; at other times, the term seems to be broader in scope. Can USAID please clarify if the term “USAID IPs” is specific to RISE II implementing partners?

USAID Response: It refers to all USAID IPs operating within the frameworks of RISE II, Bridge, and SDP.

46. Will the RISE II Program Description(s) require the RISE II implementing partners to participate with and plan for participation in the SCC activities?

USAID Response: Yes, see response to #17 above.

47. Re: NOFO, page 23 states, “In particular, SCC may assist IPs as they pilot-test new approaches by helping them to design wrap-around monitoring and data collection that will generate evidence to assess effectiveness.” Can USAID please define “wrap-around monitoring and data collection”?

USAID Response: “Wrap-around monitoring and data collection” refers to the methodology and process of assessing the performance of a pilot - this could be qualitative, quantitative, and even participatory. USAID expects that each IP manage and finance the monitoring and data collection on its own pilot tests. SCC should be prepared to provide technical feedback to those IPs on the design of the methodology to assess the performance of their pilot tests. In limited cases, where a pilot-test is of broad applicability to the entire RISE II program, SCC may propose to conduct its own independent assessment of the pilot.

SECTION B: FEDERAL AWARD INFORMATION

48. The illustrative Budget Template per Annex 1 of the NOFO includes only three years. Could USAID please confirm that the period of performance anticipated for this activity is five years, consistent with Section B.1 and B.2 of the NOFO?

USAID Response: Yes. USAID hereby confirms that the period of performance is five years.

49. Can USAID please confirm that the budget template provided is only illustrative and that organizations may use their own budget template?

USAID Response: Yes. The budget template is illustrative, and organizations may use their own budget template as long as they adhere to the SF424 budget categories.

SECTION C: ELIGIBILITY INFORMATION

50. In the FY 2019, 1st Quarter Business Forecast Questions and Responses Q&A #180, USAID stated that it doesn’t anticipate any limitations or preclusions. Organizations implementing other RISE II procurements can still be considered for Backbone Support and Learning. Could USAID please verify that the SCC Activity awardee will be eligible to bid on and implement other RISE II activities?

USAID Response: Yes.

51. As a PIO, we would like to confirm that should we (as a member of the CGIAR consortium) be successful, the applicable funding mechanism would be the CGIAR mechanism and that the ADS 308 provisions would apply to us. We also would like to verify that should we

ATTACHMENT A

NOFO #72068519RFA00005: Sahel Collaboration and Communication (SCC) Activity

participate as a sub-awardee under a prime applicant, in accordance with ADS [303.3.21 \(c\)](#) “for sub-awards to PIOs”, it would be subject to the terms and conditions contained in the “Standard Provisions for Cost-Type Awards to PIOs in ADS 308”?

USAID Response: Yes. ADS 308 will apply to PIOs receiving award as Prime recipients. Also in accordance with ADS 303.3.21d., for subaward to PIOs, Prime recipients must use the Standard Provisions for Cost-Type Awards to PIOs in ADS 308, Awards to Public International Organizations.
<https://www.usaid.gov/sites/default/files/documents/1876/308maa.pdf>

52. Could USAID confirm that the Offeror selected to implement the SCC Activity will remain eligible to implement programs under RISE II, Bridge, and the SDP?

USAID Response: Yes. We don’t anticipate any restrictions.

SECTION D: APPLICATION AND SUBMISSION INFORMATION

53. Could USAID please confirm that the four professional references may be placed on an additional page that does not count against the 3-page limit for each CV?

USAID Response: The references should be within the 3-page limit.

54. Relevant RFA Language: “USAID will likely request an interview with the proposed Chief of Party and Deputy Chief of Party to inform the selection decision.”

a) So that COP and DCOP candidates can better prepare, could USAID please describe the format of the interview?

USAID Response: If asked for an interview, USAID will provide further guidance in advance.

b) Will the interview be in person in Senegal or remotely through phone or video conference?

USAID Response: Interviews will be conducted remotely via video-conference or tele-conference.

c) Will offerors be required to submit any materials (e.g., PowerPoint presentation) in advance of the interview?

USAID Response: No.

d) Offerors will need time to arrange the logistics for candidates to participate in the interview. How much advance notice will USAID provide before the date of the interview?

USAID Response: USAID will provide one-week’s notice.

e) Approximately how long will the interview last?

USAID Response: see response to #54a

f) Will the entire interview be conducted in English? Will any French be expected or required?

ATTACHMENT A

NOFO #72068519RFA00005: Sahel Collaboration and Communication (SCC) Activity

USAID Response: USAID may ask and expect responses in both English and French.

55. In the Management Approach and Staffing Plan section - p. 40, USAID states they will likely request an interview with COP and DCOP to inform selection decision. Can USAID be providing a time frame for when these interviews may occur?

USAID Response: see response above for #54d.

56. Relevant RFA Language: History of Performance...Reports and findings from any audits performed in the last three (3) years;

If our projects which we submit for Past Performance have not been audited can we state in Annex #6: Past Performance Information that this project has not been audited to date?

USAID Response: Yes.

57. Will USAID allow for inclusion of implementing partner/sub-awardee past performances in addition to prime past performances? If yes, would USAID allow to present up to five past performances per organization?

USAID Response: Past Performance Information (Annex #6) is only required for Prime Recipients. Applicants should provide sufficient detail in the technical narrative to facilitate assessment of Merit Review Criterion #3.

58. Related to the History of Performance section - p. 47, can USAID confirm whether or not major subcontractors are required to submit past performance information?

USAID Response: See response to #57 above.

59. NOFO Section D.5.e), on page 40, states that “Key Personnel position requirements and qualifications should be included in the annexes Staffing Matrix.” Would USAID also allow applicants to include this information for non-key personnel?

USAID Response: Yes, applicants should include requirements and qualifications (in-brief and if available) for all positions in the Staffing Matrix.

60. NOFO Section D.6.e), on page 43, requires “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.” Could USAID please confirm that cost share contributions from subrecipients are not required?

USAID Response: Cost-share is not a requirement under this NOFO, and will not be evaluated. But it is encouraged from both recipients and sub-recipients.

61. NOFO Section D.6.e), on page 43, indicates that Annex 1 of the NOFO will be a summary budget template. However, the Template provided is a detailed budget template. Could USAID kindly review and confirm the instructions?

USAID Response: USAID confirms that the template in Section H, Annex I is the detailed Illustrative budget not summary budget, and therefore refers to bullet 2 of the above referenced section of the NOFO.

62. NOFO Section D.6.e), page 43, states: “Applications must provide their established written policies on personnel compensation.” Could USAID please clarify whether or not the

ATTACHMENT A

NOFO #72068519RFA00005: Sahel Collaboration and Communication (SCC) Activity

Business (Cost) Application must contain copies of Applicants' written policies on personnel compensation?

USAID Response: Yes. Consistent with the referenced Section, Applicants must provide their established written policies on personnel compensation.

63. NOFO Section D.6.3), page 44, states: "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." Could USAID please clarify the circumstances under which Applicants may be required to submit a copy of their travel policy or other supporting documentation related to Travel and Transportation?

USAID Response: To justify their estimates for per diem and associated travel costs, Applicants should submit a copy of their travel policy or other supporting documentation related to the conduct of travel and transportation.

64. NOFO Section D.6.i), on page 47, requests up to five Past Performance Information Sheets from applicants. Could USAID confirm that this total of five can include Past Performance Information sheets from sub-awardees as well?

USAID Response: The five Past Performance information sheets are required exclusively from the Prime.

65. NOFO Section D.6.i), on page 47, states that "Applicants should use the format provided in Annex #6: Past Performance Information of the NOFO to document the detailed information as requested. The completed forms should be included in the application's appendix/annex." Would USAID please clarify if the Offeror should include an Annex 10 for Past Performance Information in the Technical Proposal (following Annex 9 for Senior Staff Biographies)? Currently this information is requested as part of the cost proposal. However, since Past Performance Information provides evidence toward Evaluation Criteria #3: Organizational Capacity and Experience, should this form be included as part of the Technical proposal?

USAID Response: The NOFO instructions state that the Applicant should address Merit Review Criterion #3 in the Technical Application narrative section. Applicants should provide sufficient detail in the narrative to facilitate assessment of Criterion #3.

66. For cost purposes, could USAID provide Applicants with the local compensation Plans/FSN scales for Burkina Faso and Niger?

USAID Response: No. The requested document does not apply to this NOFO. Applicants' are to use their established personnel compensation policy.

67. The format for the Technical Approach does not currently include an allowance for an acronym list. Will USAID consider allowing for an acronym list that does not count towards the 25-page limit?

USAID Response: Yes. Applicants can include acronym list, and it will not count against the 25 page limit.

ATTACHMENT A

NOFO #72068519RFA00005: Sahel Collaboration and Communication (SCC) Activity

68. (p. 35) Section 3G, Budget Narrative suggests the budget narrative should include arithmetic in reaching the cost figure. Would USAID please consider accepting the arithmetic calculations in the Excel budget instead?

USAID Response: Yes. Please ensure all cells are unlocked so the formulas can be examined.

69. For proposed sub-awardees who consider their NICRA proprietary information, would USAID consider allowing these sub-awardees to include a fixed labor multiplier in lieu of specifying indirect rates in the detailed budget? In such case, subcontractor would submit its NICRA, the fixed labor multiplier, and notes and calculations of how the fixed multiplier is calculated directly to USAID so as to protect the confidentiality of such documents.

USAID Response: Yes. But submission must be made before the deadline of the NOFO, and must be clear enough to enable USAID to understand which application it relates to.

70. Page 46, section G has the items that the prime must submit for approval of subawards. However, are the items listed on page 42 (see below) also required for sub-awardees?

- a. SF424 forms
- b. Certs and Assurances
- c. Pre-award terms incorporated by reference

USAID Response: The above documents are not required to be submitted to USAID by Prime Recipients for Approval of Subawards consistent with Section D6.g) of the NOFO.

71. Page 47, section i.) History of Performance requests five past performance references maximum per application package. Could USAID please clarify if these PPRs should be a.) five PPRs for the prime as well as each subcontractor, b.) five PPRs that are a combination of projects from the prime and subcontractors, or c.) five PPRs exclusively from the prime?

USAID Response: See response to #64 above.