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Subject: Request for Applications #: SOL-OAA-11-000004
RFA Title: Regional Investigative Journalism Network (RIJN)

The United States Agency for International Development (USAID), is seeking applications for Assistance Agreements for funding to support a program entitled “Regional Investigative Journalism Network (RIJN)” program. Please refer to the Program Description for a complete statement of goals and expected results.

Applicants under consideration for an award that have never received funding from USAID will be subject to a pre-award audit to determine fiscal responsibility, ensure adequacy of financial controls and establish an indirect cost rate.

Subject to the availability of funds, USAID intends to provide approximately \$3,000,000 in total USAID funding to be allocated over the three (3) year period. USAID reserves the right to fund any or none of the applications submitted.

Award will be made to the responsible applicant whose applications offer the greatest value to the U.S. Government. Issuance of this RFA does not constitute an award commitment on the part of the Government, nor does it commit the Government to pay for costs incurred in the preparation and submission of an application.

This RFA and any future amendments can be downloaded from <http://www.grants.gov>. Select “Find Grant Opportunities,” then click on “Browse by Agency,” and select the “U.S. Agency for International Development” and search for the RFA. In the event of an inconsistency between the documents comprising this RFA, it shall be resolved at the discretion of the Agreement Officer.

Applicants should also note that the documents listed in this RFA under “Useful References” (if any) are intended only as sources for background information that may be helpful to applicants, but are not a part of this RFA. All guidance included in this RFA takes precedence over any reference documents referred to in the RFA. Any clarification questions concerning this RFA should be submitted in writing to Mr. Suhaib Khan, Contract Specialist, USAID/Washington, via email at sukhan@usaid.gov by the date listed above. If there are problems in downloading the RFA from the Internet, please contact the Grants.gov help desk at 1-800-518-4726 or support@grants.gov for technical assistance.

For the purposes of this RFA, the term "Grant" is synonymous with "Cooperative Agreement;" "Grantee" is synonymous with "Recipient;" and "Grant Officer" is synonymous with "Agreement Officer."

Applications are due no later than the date and time listed above. Applicants shall submit one original and three (3) copies of the technical application, and one (1) original of the cost application. Cost and technical applications shall be separately identified, with the name and address of the applicant and the RFA number (referenced above) inscribed thereon, to:

(By U.S. Mail or Commercial courier)

Suhaib A. Khan, Contract Specialist
USAID/M/OAA/GRO/EGAS
U.S. Agency for International Development
Ronald Regan Bldg, Room 7.09 -112
1300 Pennsylvania Avenue, NW
Washington, DC 20523-7900

In addition to hard copies, the applications must be submitted in electronic form to the attention of Suhaib Khan, Contract Specialist, USAID/Washington, via email at sukhan@usaid.gov. Receipt of applications will be confirmed. The total size of each attachment should not exceed 3 MBs. Every page of the application must be numbered. The application must have a table of contents. Large graphics files are discouraged. Attached file format must be Microsoft Word for word processed files and MS Excel for spread sheets, please note that if you submit in PDF format, USAID might request to submit applications in Microsoft Word and MS Excel. Attached files should be printable on 8.5" x 11" letter size paper.

Applicants must submit technical and cost portions of their applications in separate volumes. Budgets are to be submitted in unlocked Excel format with all formulas to demonstrate calculations. The award must be made to the responsible applicant(s) whose application(s) offer the greatest value.

Issuance of this RFA does not constitute an award commitment on the part of the Government, nor does it commit the Government to pay for costs incurred in the preparation and submission of an application. The final award of any resultant grant cannot be made until funds have been fully appropriated, allocated, and committed through internal USAID procedures. While it is anticipated that these procedures will be successfully completed, potential applicants are hereby notified of these requirements and conditions for award. Applications are submitted at the risk of the applicant; should circumstances prevent award of an agreement, all preparation and submission costs are at the applicant's expense.

The preferred method of distribution is via Grants.gov on the internet. This RFA and any future amendments can be downloaded from <http://www.grants.gov>. If you have difficulty accessing the RFA, please contact Suhaib Khan at sukhan@usaid.gov. It is the

responsibility of the recipient of the application document to ensure that it has been received from Grants.gov in its entirety. USAID bears no responsibility for data errors resulting from transmission or conversion processes.

Sincerely,

/s/

Portia Persley
Agreement Officer
USAID/Washington

For the purposes of this program, this RFA is being issued and consists of this cover letter and the following:

Section I – Funding Opportunity Description
Section II – Award Information
Section III – Eligibility Information
Section IV – Application and Submission Information
Section V – Award Review Information
Section VI – Award Administration Information
Section VII – Agency Contacts
Section VIII – Other Information
Section A - Annexes

SECTION I - FUNDING OPPORTUNITY DESCRIPTION

1. PROGRAM DESCRIPTION

a. Executive Summary

The Regional Investigative Journalism Network (RIJN) program aims to support and strengthen the capacity of experienced regional investigative journalists and associated organizations through virtual and physical networking. The goal is to produce high quality, fact-based, documented cross-border investigative journalism content through better resourced and professionalized team reporting that will generate citizen demand for change. Strengthened peer to peer relationships are a direct benefit of the new media ecology, and a proven means to conduct collaborative work. The RIJN will also work to reduce the personal risks to individual journalists engaged in this dangerous but critically important work through personal safety training and other security measures. The program will network existing investigative journalists and centers, improve the professional capacity of those practitioners and publish collaborative investigative journalism works through a shared platform.

High quality investigative reporting has impact far beyond the original (often web-based) publication. Traditional media will re-publish, broadcast the findings, conduct follow-up reporting, or link the content to other news websites. These larger audiences of information consumers amplify the influence of the original work many times over. More importantly, good investigative journalism generates increased civic demand for reforms; including transparency in governing structures, accountability of elected officials and justice for those who profit from illegal activities at the expense of society.

The RIJN is a scalable program designed to link small, but potentially powerful investigative journalism centers and individual journalists across Europe and Eurasia (EE). The program will provide technical assistance, training and related support to select investigative journalists and organizations within the three geographic sub-regions of South East Europe (SEE), Western Eurasia (WE) and the Caucasus (CAU). As the project will operate across borders and involve different countries at different times based on the relevance of the topics under investigation, beneficiaries may include some or all of the following USAID presence countries: Albania, Bosnia-Herzegovina, Kosovo, Macedonia, Montenegro and Serbia; Belarus, Moldova, Russia and Ukraine; and Armenia, Azerbaijan and Georgia.

Objective/Purpose: Build citizen demand to reduce corruption, fraud, and other criminal activities through increased exposure to professionally produced investigative journalism. The program sub-objectives are:

- **Sub-Objective 1:** Investigative journalists and/or centers in three sub-regional geographic areas are virtually and physically linked to create collaborative, regionally significant content.

- **Sub-Objective 2:** Use of secure, shared communications systems and digital technology applications is increased.
- **Sub-Objective 3:** Investigative journalism is conducted according to high professional standards.
- **Sub-Objective 4:** Collaboratively produced content is web-published for broad distribution and/or replication, and usage is tracked.

b. Development Context

One of the U.S. Government's top foreign assistance goals is the development of well-governed states. Control of corruption and associated crime is central to this objective. By its very nature, a weak media sector inadvertently supports the culture of corruption. Corruption and associated criminal activities are often transnational. Human trafficking, the arms and narcotics trade, smuggling, money laundering and other illicit activities transcend a country's borders. Weak economies, lax border controls and opaque financial systems serve to shield those who engaged in these practices. Corruption flourishes in environments characterized by systemic weaknesses in five key areas: **Transparency, Accountability, Prevention, Enforcement and Education**. The TAPEE Framework was designed with the USAID Europe and Eurasia Missions in mind. It identifies critical tools to detect and prosecute corrupt officials around the world, with an objective to defeat public corruption in all its forms. One of those tools is exposure of illegal practices through the media. High-quality investigative journalism is often the first step in distributing this type of information through the media. As noted by an anonymous staff member in a 2001 World Bank publication: "There is no more effective check on corrupt officials, bribe takers, embezzlers, and those who waste public funds than a hard-nosed investigative journalist."¹

Building the capacity of investigative journalists to produce high quality content directly impacts good governance and accountability, but also has a profound effect in supporting other development goals. These include poverty alleviation and economic growth, improvements in health and education, and encouraging disillusioned citizens to take a more active role in their country's democratic development processes. Well-researched and documented investigative journalism educates citizens, builds momentum for reform and creates an expectation of accountability to society for governments, judicial systems and law enforcement agencies to work to eliminate corruption and criminal practices.

Transparency International's (TI) annual *Corruption Perception Index (CPI)* is recognized as a reputable measurement of global corruption in 180 countries and is one of the indices used to support the findings of the EE Bureau MCP reports. *CPI* defines corruption as the abuse of public office for private gain and measures the degree to which corruption is perceived to exist among a country's public officials and politicians. TI's analysis for the EE region states "The 2009 Corruption Perceptions Index (CPI)

¹ http://siteresources.worldbank.org/PSGLP/Resources/461605-1102093132725/today_journalism.pdf

demonstrates that corruption remains a serious challenge for the entire region. All of the countries included register scores below 5 (out of 10) indicating they face serious perceived levels of domestic, public-sector corruption.² ” Corruption remains entrenched in the EE countries due to inconsistency in anti-corruption legislation implementation, the unwillingness of authorities to take corrective action and very high public tolerance.

2009 Transparency International Corruptions Perception Index

EE Country	2009 CPI Score (1 to 10, high is best; 5 = borderline)	Global Ranking (universe of 180 countries)	Regional Ranking (universe of 20 countries in EE and Central Asia)
<i>Caucasus</i>			
Armenia	2.7	120	10
Azerbaijan	2.3	143	14
Georgia	4.1	66	2
<i>Western Eurasia</i>			
Belarus	2.4	139	13
Moldova	3.3	89	7
Russia	2.2	146	15
Ukraine	2.2	146	15
<i>SEE</i>			
Albania	3.2	95	8
Bosnia-Herzegovina	3.0	99	9
Montenegro	3.9	69	4
Macedonia	3.8	71	5
Serbia	3.5	83	6

Note: for comparative purposes, the U.S. CPI score is 7.5, and is ranked number 19 on the global index.

Current State of Investigative Journalism in Developing Countries:

A recent publication by the Forum for African Investigative Reporters (FAIR)³ defines true investigative journalism as “Digging deeply into an issue or topic” with the following characteristics:

- The topic must be of public interest.
- It’s a process, not an event.
- It’s original and proactive.
- It should produce new information and put together previously available information in a new way to reveal its significance.
- It should be multi-sourced.

² Transparency International Regional Highlights, accessed 8/1/10.

http://www.transparency.org/policy_research/surveys_indices/cpi/2009/regional_highlights

³ FAIR manual, Chapter 1, “What is investigative Journalism,” accessed 8/1/10.

http://www.fairreporters.org/portal/fairnew/docs/IJ_Manuals/Chapter_1.pdf

- Because of its in-depth nature, it calls for greater resources, teamwork and time than routine news reports.

In developing countries, this type of journalism is often practiced by local NGOs or small groups of journalists with varying levels of professional expertise. Traditional media offer little direct support, but will readily re-publish or broadcast their findings, or follow-up on a story from a different angle. Average citizens are increasingly supportive of these efforts to uncover crime and corruption, and are beginning to demand more of this type of journalism.

In developing media markets, the news and information provided by traditional print, radio and television media is normally confined to coverage of daily events as the financial and human resources required for investigative journalism are simply not available. A proven way to increase the amount of investigative journalism is to link practitioners to share ideas, sources, research, access to documents and legal support to produce high-quality content. The experience of both local and international investigative journalism organizations demonstrates that collaborative working relationships results in an increase in both the quantity and quality of investigative journalism content.

Indigenous investigative journalism centers are beginning to have considerable impact in combating corruption and other illicit activities on a global basis. Journalism of the caliber necessary to thoroughly research and investigate a story cannot easily be accomplished by individual media outlets. Very few media outlets in the EE region explicitly profit from their own labor-intensive investigative reporting. Even in Western media markets, investigative reporting is usually limited to those media large enough to dedicate the substantial financial and human resources required to produce this type of content. There are experienced investigative journalists and centers or some form of collective enterprise reporting in many EE countries. These journalists and centers have established some systems for collaboration, but relationships need to be strengthened. Some groups are more developed than others, but most need improved professional standards and capacity building.

Given the limited resources and isolated operating environment of investigative journalists in EE, linking them is a proven means to increase their capacity to create significant content. With minimal resources, individual journalists and small investigative centers are accomplishing what most traditional media cannot. Examples of this enterprise can be found around the world. The Philippine Center for Investigative Journalism (PCIJ) produced an eight month investigation detailing the President's hidden assets, which ultimately led to his downfall. In Latin America, investigative journalists in Costa Rica uncovered the relationship between the church and elected officials in illegal money laundering transactions. Regional examples from EE include the Center for Investigative Reporting (CIN) in Bosnia-Herzegovina, which uncovered proof that a former Prime Minister had purchased a centrally-located apartment at well-below market rates. The Armenian Center for Investigative Reporting has published numerous exposés on corrupt practices in environmental pollution, including a story which profiled the toxic concentration of heavy metals in children living near a copper-molybdenum smelting

plant. A Bulgarian investigative group uncovered corruption that led to the firings of a university president, the head of the postal service and other public officials. Many of these examples are based on non-governmental organizations that network local journalists to jointly produce content on an ad hoc basis. With the financial decline of traditional media in the developed world, the non-profit model for investigative journalism is also growing. The use of digital technologies, including computers, internet access, inexpensive still and video cameras and widespread mobile telephony has made distance networking a viable alternative for conducting research and sharing information between isolated practitioners.

Investigative journalism is not broad-based journalism training. Practitioners in developing countries are usually working journalists who may not have adequate training in investigative journalism techniques or access to enough resources to fully research and document their stories. What is called investigative journalism in many EE countries is closer to tabloid sensationalism. ‘Gotcha’ journalism, use of hidden cameras and unconfirmed rumors often substitute for fact-based, well-documented journalism. Unsubstantiated reporting increases vulnerability for defamation or libel suits, which can result in crippling fines or incarceration. In some EE countries, libel remains a criminal offense and jail terms are often imposed. Ultimately, poorly sourced, researched and documented reporting becomes identified as scandal journalism. The public finds little value in it and is increasingly ignoring it.

International support for media development has largely focused on basic journalism, financial sustainability and media management training. Investigative journalism is often promoted, but few resources are generally available other than for topic-specific, donor-driven, short-term projects. With such limited resources, a viable solution is to link investigative journalists to capitalize on their individual efforts and improve standards across the region. Networking can increase access to databases and publicly available information, develop a broad base of reliable sources, improve investigative techniques through training and expert technical assistance and develop trusted relationships between journalists to further cross-border collaboration. Coordinated research, accurate fact-checking, professional editing, legal and security training are all essential for true investigative journalism to flourish in the emerging media markets of EE.

According to a 2007 report produced for the National Endowment for Democracy’s Center for International Media Assistance (NED-CIMA), “better networking among the various investigative centers could substantially increase their impact.”⁴ The report goes on to note that “strategic investment in these centers can change regional standards.” As evidenced by results achieved by a pilot project in SEE, investigative reports have generated both citizen acclaim and demands from some media owners for their own journalists to produce similar high quality content.

A key provision of the RIJN will be to ensure most of the resources for this activity remain inside the targeted regions to support working investigative journalists. A three

⁴ Kaplan, David E., Global Investigative Reporting, NED CIMA 2008.
http://www.ned.org/cima/CIMA-Investigative_Journalism_Report.pdf accessed 8/1/10.

year time frame is planned to fully implement the project as building networks, common editorial practices, communications systems and above all, trust between journalists cannot be done on a short-term basis.

The economics of investigative journalism are changing around the world, even within the U.S. market. Collaborative working relationships, as exemplified in the peer-to-peer networking common on the Internet, are promising new models for investigative journalism. Associating practitioners through the hub of a non-profit organization is another evolving concept. Serious discussions are occurring on-line and off-line as to how to ensure high-quality investigative journalism continues to exist to serve the public interest. According to one media commentator, what is needed "...is new journalism infrastructure – decentralized, mutually interdependent, peer-driven infrastructure that can facilitate the work of journalists, citizens and communities wherever and whoever they are."⁵

Collaborative investigative journalism can be a powerful force to increase citizen-driven demands for government accountability, legislative change and anti-corruption reforms. By sharing information, tracking leads, documenting evidence, building relationships with honest law enforcement officials and publicizing well-documented findings, journalists are often the initiators of public policy discussions. A single investigative report can lead to major government reforms, as well as criminal investigations. Journalists are also often the first point of contact for average citizens seeking to combat the corrosive effects of corruption in their daily lives.

Safety and Security

Investigative journalism is not without danger, especially in areas fraught with corruption and instability. In 2004, Paul Klebnikov, an American citizen of Russian heritage and editor of Russian version of *Forbes* magazine, was killed in a contract-style killing shortly after publishing a list of the 100 wealthiest Russians. In 2005, Elmar Huseynov, editor of a weekly opposition newspaper in Azerbaijan, was gunned down in his apartment building in a well-planned attack. After numerous death threats, in 2006 Anna Politkovskaya, the *Novaya Gazeta* journalist well-known for her reporting from Chechnya, was shot dead at point blank range in the elevator to her apartment. Ivo Pukanic, editor of *Nacional* – a Zagreb-based regional weekly newspaper, was murdered in a car bomb explosion in 2008 that also took the life of his sales manager.

The New York-based Committee to Protect Journalists (CPJ) has tracked the numbers of journalists around the world who were killed as a direct result of their professional activities since 1992. The CPJ website⁶ states there have been 824 deaths since 1992. Of that number, 594 (72%) have been murders. Impunity is unfortunately the norm rather than the exception for confirmed murders since most cases remain unsolved. The remaining deaths (28%) were attributed to crossfire, combat or dangerous assignments.

⁵ Josh Wilson, <http://www.savethenews.org/blog/10/01/26/institutions-or-infrastructure-real-opportunity-online-journalism-and-democracy>, accessed 8/1/10.

⁶ Committee to Protect Journalists <http://cpj.org/killed/murdered.php>, accessed 8/1/10.

The overwhelming majority (87%) of those killed were local journalists or media workers. Over half of the beats covered by these journalists were associated with politics (39%) or corruption (21%). According to CPJ, from 2007 to this writing in August 2010, ten journalists or media workers in Europe and Eurasia have died in the line of duty or were deliberately targeted for murder. Several additional cases remain under investigation as to whether or not the deaths were directly related to the victim's professional work. Russia is currently ranked as the fourth deadliest country in the world in which to work as a journalist.

Nevertheless, there are committed journalists willing to take on the risks associated with this type of journalism. They labor under conditions where public information is not readily available, threats from political-economic interests are constant; and resources are scarce. They don't have the luxury of first amendment protections, access to public records or respect for their work that U.S. journalists are generally accorded, but they do believe there is safety in collective investigative journalism. According to one Romanian investigative journalist, "networking minimizes the risks [to individuals] as there are others involved." Many of the journalists who have been murdered with impunity in EE were working solo on their stories. There is no clear evidence their murders could have been prevented had they been linked with colleagues, but at least others would have known information about the topic being investigated, possibly leading law enforcement to the perpetrators.

The Digital Opportunity

New Information Communication Technology (ICT) is bridging communication across distances, time and cultures. Digital tools are becoming indispensable for all journalists, but are particularly useful for investigative journalists. Web access enables anyone with a computer and a fast Internet connection to uncover public records that were previously inaccessible. Property records, licenses, tax documents, corporate ownership statements, political party financial support and even arrest records are often available to those who know how to use digital tools. Social networks, blogs and forums are often source of information for those who know how to pursue bits of data that can lead to a larger story.

Digital tools also make possible the kind of investigative journalism that was inconceivable even ten years ago. Computers, mobile phones, small low-cost cameras, search engines, social networks, encryption technology, modest public records, and, above all, the Internet, are now established tools of the trade. Many EE countries have benefited from the technology leap of the last decade. Mobile phones are now ubiquitous. Computers are affordable and easily purchased. Broadband and mobile Internet access is becoming more affordable each year. Due to the ease of Internet-based research, many global investigative journalists consider this to be their golden age. Like their global colleagues, EE investigative journalists have more tools, but they still lack connections to each other.

Web-published information has no shelf life. It continues to have impact long after the original investigative report is published. Search engines routinely deliver links to

archived information that was posted months or even years ago. Social networks, blogs and forums link to or excerpt reports to provide information to a much wider audience. For example, one SEE journalist noted a story he did about corruption in adoption services was posted to myriad U.S adoption forums and community websites. He continues to receive inquiries about his original story almost nine years after its initial web publication.

Still others are working on encryption and circumnavigation systems to create secure communication systems. “Deep Web”⁷ searches, database mining and shared document archives are new investigative journalism techniques that improve collaborative content creation. Access to land registries can substantiate a new and growing real estate money laundering scheme. Trade-based money laundering can be uncovered by tracking company registrations or cargo movements. According to some analysts, a huge industry exists for the manufacture and sale of counterfeit pharmaceuticals. The social costs of those who unknowingly consume these drugs are yet to be studied.

The declining global fortunes of traditional media (print, radio and television) are prompting many investigative journalists to look to a non-profit model as the means to continue their work. The rapid advancement of digital technology is being used to link journalists on a local, regional and international basis. One listserve specifically serves as a communications link for any investigative journalist seeking information from colleagues anywhere in the world.

The International Telecommunications Union (ITU) reports Information Communication Technology (ICT) is growing at a rapid rate in EE. The ITU’s 2010 edition of *Measuring the Information Society: the ICT Development Index*⁸ details the hardware telephone, mobile and broadband Internet ‘Price Basket’ for 180 countries. A pertinent regional report published in 2009, *Information Society Statistical Profiles*,⁹ details the growth of ICT in the Commonwealth of Independent States (CIS). While broadband Internet access is still not common, Russia’s ICT price basket is now comparable to many Western European countries. As in the rest of EE, the phenomenal growth in mobile telephones accounts for much of this standing. Mobile phones are ubiquitous and enjoyed by all social strata. The advent of 3G/4G phones will permit mobile users to access the Internet in far greater numbers, as well as enable them to post information, pictures or tips on illegal activities to journalists who could use the information to document a story.

Link to Foreign Assistance Framework

This activity supports the EE Bureau Strategic Framework for Governing Justly and Democratically under the Bureau’s assistance objective to “Consolidate gains among

⁷ “Deep Web” refers to the notion that 90% of the information available on the web will not be found through search engines. There are learned techniques that can be used to uncover far more data.

⁸ ITU 2010 ICT Index, <http://www.itu.int/ITU-D/ict/publications/idi/2010/index.html> , accessed 8/1/10.

⁹ ITU Info Society Statistical Profiles - CIS http://www.itu.int/dms_pub/itu-d/opb/ind/D-IND-RPM.CIS-2009-PDF-E.pdf , accessed 8/1/10.

democratic reformers and pursue potential openings among the most recalcitrant” as defined by the Bureau’s Development Planning Framework for Europe and Eurasia FY2008-FY2012. The activity also supports the EE Bureau’s Planning Framework addendum through “development support for indigenous media, capacity building, content production, legal support and alternative means of dissemination of information (including user generated content and other ‘New Media’ technologies).” The general approaches specified in the Bureau’s addendum call for addressing development challenges through support for a limited number of regional programs, of which one area is democracy promotion.

The RIJN activity is linked to the Foreign Assistance Framework through:

Program Objective: Governing Justly and Democratically (GJD)

Program Area: 2.4 Civil Society

Program Element: 2.4.2 Media Freedom and Freedom of Information

The RIJN is a cross-cutting program which will also support GJD, Program Area 2.2, Good Governance, Program Element 2.2.4 Anti-Corruption Efforts.

c. Program Objective/Purpose

The RIJN program seeks to fund a scalable project to link small, but potentially powerful investigative journalism centers and individual journalists across EE. The program will provide technical assistance, training and related support to link and build the capacity of select investigative journalists and organizations within three geographic sub-regions of South East Europe, Western Eurasia and the Caucasus.

The purpose of the RIJN is to increase the capacity of regional investigative journalists to professionally produce collaborative works, which will in turn generate greater citizen demand for change. This will be accomplished by building the capacity of sub-regional investigative centers and associated journalists through training and technical assistance and by maximizing use of digital technologies. Technical assistance will improve editorial decision-making and establish agreed-upon standards of proof. Training will improve investigative journalism techniques and personal safety procedures to reduce legal liability and personal harm. The RIJN will also work to build the capacity and sustainability of individual investigative journalism centers, including but not limited to securing revenue, as well as integration with emerging models of collaborative communities of investigative journalists. The regionally pertinent, collaboratively-produced content will be web-published through linked websites or a common platform. Republication/rebroadcasts, links to other on-line media and follow-on reporting by local, regional and international media will be tracked and documented. It is understood that a direct causal relationship between investigative journalism and a resulting outcome is not possible to prove, but perceived impact should be tracked.

It is expected the implementer will primarily support indigenous investigative journalists and limit the use of expatriate expertise in program implementation. Supporting regional

actors will provide a means to increase their stature, provide much-needed income, build a legacy of professional talent, serve as a model for regional media and provide a focal point for other donors seeking to support solid investigative journalism.

Objective/Purpose: Build citizen demand to reduce corruption, fraud, and other criminal activities through increased exposure to professionally produced investigative journalism.

Sub-Objectives and Expected Results:

- **Sub-Objective 1:** Investigative journalists and/or centers in three sub-regional geographic areas are virtually and physically linked to create collaborative, regionally significant content.
Expected Results:
 - The quantity and quality of collaborative, cross-border investigative journalism is increased.
 - Sub-regional working relationships between practitioners are established and linked to international investigative journalism organizations.
 - Editorial, financial and operational management of regional investigative journalism organization is improved.
- **Sub-Objective 2:** Use of secure, shared communications systems and digital technology applications is increased.
Expected Results:
 - Secure procedures for telephone, Internet and other communications systems are established and used.
 - “Buddy” and contact communication check systems are employed to reduce risks of physical harm in dangerous assignments.
 - Digital applications are used to solicit, use and corroborate information.
 - Common electronic databases and document repositories are established and securely shared.
- **Sub-Objective 3:** Investigative journalism is conducted according to high professional standards.
Expected Results:
 - Shared editorial standards of proof are established and used.
 - Investigative research and documentation skills are improved.
 - Freedom of Information legislation is advocated for and employed.
 - At least one individual from each sub-region will be qualified to work as a professional investigative editor.
- **Sub-Objective 4:** Collaboratively produced content is web-published for broad distribution and/or replication, and usage is tracked.
Expected Results:
 - Websites are appropriately linked or a common platform is created to publish and publicize collaborative works.

- Republication, attribution, follow-on reporting and web links by local, regional and international media is tracked.
- Perceived impact, including citizen response, is tracked.

d. Illustrative Activities and Expected Results

Sub-Objective 1: Investigative journalists and/or centers in three sub-regional geographic areas are virtually and physically linked to create collaborative, regionally significant content.

Investigative journalists in Europe and Eurasia often work on an ad-hoc basis. Veiled and overt threats can hamper a lone journalist looking to break a story about high level government corruption or uncover criminal activities. Some are associated with small centers that specifically concentrate on investigative journalism, but these organizations are usually underfunded and lack strong management capacity. A comparatively small amount of media development aid supports investigative journalism, as most funding has traditionally supported development of financially sustainable, non-governmental media. This limited funding can be stretched and better allocated by linking regional investigative journalists to produce collaborative works. Developing more peer to peer relationships is an important component of the new media ecology. Linking regional journalists will support individual efforts, divide workloads, and provide a sounding board for assessing story feasibility. Investigative journalism centers can also be a focus point for increased coordination among donors and implementing groups. Public and private donors are often not aware of local professional capabilities and tend to fund short-term, topic-specific projects with little follow up.

The increased use and lower costs of digital technologies are enabling reliable, secure distance communication and collaboration. High speed broadband Internet connectivity and increasing availability of 3G/4G¹⁰ mobile telephony is reducing the limits of distance and geography. Physical gatherings in workshops, training sessions or other gatherings will build the most valued asset between investigative journalists – trust.

Illustrative examples include but are not limited to:

- Identify key investigative journalism organizations and individuals within sub-regional areas and establish direct communications systems between them.
- Conduct regional workshops, trainings or conferences to enable face to face meetings between investigative journalists and other stakeholders.
- Support attendance and submission of collaborative works to regional and international investigative journalism conferences and events.
- Increase the number of those actively engaged to build a cadre of qualified investigative journalists.

¹⁰ 3G/4G refers to the third and fourth generation of mobile telephones which includes mobile Internet access capability.

- Establish systems to assess story feasibility for regionally significant issues such as trafficking in persons, smuggling, environmental pollution, consumer protection, money laundering and other topics.
- Connect regional investigative journalism centers to sources of training or information on financial and organizational management to improve sustainability, possibly through regional NGO/CSO development organizations.

Expected Results

- o The quantity and quality of collaborative, cross-border investigative journalism is increased.
- o Sub-regional working relationships between practitioners are established and linked to international investigative journalism organizations.
- o Financial, editorial and operational management of regional investigative journalism centers is improved.

Sub-Objective 2: Use of secure, shared communications systems and other digital technology applications is increased.

Digital technology has vastly improved all forms of communication and is changing the way people interact socially and professionally around the globe. It is also changing the way information is created, shared and delivered. ICT can be used to efficiently and effectively support high-quality collaborative investigative journalism. Cloud computing, open source applications, on-line databases as well as the rapid exchange of information can vastly improve the work of journalism practitioners. Computer Assisted Reporting (CAR) skills are fundamental to conducting deep research, and shared databases can save time and expense. Unfortunately, a parallel development is the increased number of systems designed to track, monitor, filter, restrict or even conduct surveillance of those who may be collecting and exchanging sensitive information. Some governments are now requiring registration procedures for all Internet users. In other countries, unauthorized telephone and Internet surveillance is a common practice by both corrupt law enforcement and criminal organizations. Secure, reliable and hacker-proof systems are indispensable to collaborative investigative journalism.

The RIJN should equip and train journalists and centers to take advantage of the benefits of the evolving ICT environment. Databases, such as arrest and court records, publicly-filed documents, external reports, legislation, company registration records and other pertinent data can be developed as a major shared resource. Improved ICT can also serve as a tool to secure practical advice, as well as advance professional skills through distance education. Privacy and security should be an integral part of all RIJN communication systems.

Illustrative examples include, but are not limited to:

- Provide computers, high speed broadband Internet connectivity, mobile devices or other hardware for targeted centers and/or journalists.
- Provide training on use of collaborative software, circumnavigation tools, system security and other digital communication tools.

- Conduct training on Computer Assisted Reporting (CAR) and “deep web” research.
- Conduct security training, create and institutionalize safety check procedures; awareness of electronic and physical surveillance techniques.
- Construct common databases and document repositories; provide training on access, posting and use procedures.

Expected Results

- o Procedures for secure telephone, Internet and other communication systems are established and used.
- o “Buddy” and contact communication check systems are employed to reduce risks of physical harm in dangerous assignments.
- o Digital applications are used to solicit, use, corroborate and share information.
- o Common electronic databases and document repositories are established and securely shared.

Sub-Objective 3: Investigative journalism is conducted according professional standards.

Investigative journalism is distinguished from daily event-style reporting by a much greater emphasis on exceptionally high standards of practice. These include voluminous research and records acquisition, stringent editorial control to ensure all important aspects of a story are covered, seeking and corroborating information from multiple sources, legal reviews to prevent litigation, strict ethical conduct and very high standards of proof, often including securing physical documentation as evidence to support a story.

Investigative journalists in developing countries generally do not have access to these kinds of resources to support their work. Media assistance groups have delivered training through workshops, fellowships, guidebooks, and distance learning to improve professional skills, but few programs support the kind of editorial reviews and other support mechanisms needed daily by investigative journalists working on a story. The RIJN skills capacity building component should be considered analogous to a working newsroom under the guidance of a very demanding investigative journalism editor.

Techniques can be learned for more effective use of Freedom of Information legislation (FOI), public records access, meta-data searches, cultivating sources and monitoring criminal activities by building relationships with trusted law enforcement agencies. Workshops, conferences and other professional events can be a cost-effective way to expose practitioners to new and different techniques. Regional mentoring similar to internationally-funded fellowships can be a useful model for building skills capacity.

Illustrative examples include but are not limited to:

- Provide an array of short and long term training to build skill sets – from basic investigative techniques to high level Computer-Assisted Reporting (CAR).

- Provide training on corroborating citizen-initiated tips, including information secured through social networks, blogs, websites or other communication platforms.
- Provide training on “deep web” and other forms of fact-based research.
- Provide training on legal reviews pertinent to each country, region and internationally to reduce legal liability.
- Train one journalist from each sub-region in investigative journalism management, editorial decision-making and story structuring.

Expected Results:

- Shared editorial standards of proof are established and used.
- Freedom of Information legislation is advocated for and employed.
- Investigative research and documentation skills are improved.
- At least one individual from each sub-region will be qualified to work as a highly-skilled professional investigative editor.

Sub-Objective 4: Collaboratively produced content is web-published for broad distribution and/or replication.

Good investigative journalism is generally widely disseminated due to the newsworthiness of the content, but steps can be taken to promote broader distribution on a proactive basis. RSS news feeds, SMS text and other push technology can alert readers to new content, plus engage citizens in direct interactive feedback or surveys. Notices about new content on a social networking site or forum could promote viral links to the original content. A website could be used to crowdsource basic information gathering. For example, if readers were asked to report if anyone in their family had ever paid a bribe to an educational institution, the resulting admittedly unscientific database could contain leads to a much larger story. Broad distribution in traditional and digital media is essential to widespread public awareness of investigative journalism content. Distribution beyond the original platform indicates the content is highly valued.

It’s understood that it’s not possible to draw a direct causal relationship between investigative journalism and social change, but recordkeeping of re-publication and perceived impact will be required.

Illustrative Examples

- Employ a highly qualified webmaster to create a common website, or a uniform system that links content to regional news websites.
- Train journalists in multi-media and/or other graphic design to better illustrate and communicate content.
- Promote links to investigative works through a variety of formal and informal platforms, including CSO websites; local, regional, national and international print and broadcast; social networks, blogs and other forums.
- Submit collaborative works to regional and international investigative journalism competitions.

- Track website hits by page views, country of user origin, key word news alerts or other usage monitoring systems; track re-publication or follow-on reporting in traditional media (print, radio and television).
- Develop a sub-regional reporting system to track perceived impact.

Expected Results

- Websites are appropriately linked or a common platform is created to publish collaborative works.
- Republication, attribution, follow-on reporting and web links by local, regional and international media is tracked.
- Perceived impact, including citizen response to content, is tracked

2. AUTHORIZING LEGISLATION

The authority for the RFA is found in the Foreign Assistance Act of 1961, as amended. Any resulting awards will be subject to 22 CFR 226.

3. AWARD ADMINISTRATION

The anticipated award will be subject to OMB Circulars, Standard Provisions for U.S. Nongovernmental Organizations (NGOs), and as stated above 22 CFR 226. Please refer to ADS 303.4 and ADS 303.5 (see Annex A for weblinks) for a complete list of regulations, OMB Circulars, agency level policy directives and standard provisions for US NGOs.

While for-profit firms may participate, pursuant to 22 CFR 226.81, it is USAID policy not to award profit under assistance instruments, such as cooperative agreements. However, all reasonable, allocable, and allowable expenses, both direct and indirect, which are related to the grant program and are in accordance with applicable cost standards (22 CFR 226, OMB Circular A-122 for non-profit organization, OMB Circular A-21 for universities, and the Federal Acquisition Regulation (FAR) Part 31 for-profit organizations), may be paid under assistance agreements.

SECTION II – AWARD INFORMATION

1. FUNDING

USAID expects to award one Cooperative Agreement based on this RFA with the anticipated total federal funding amount of approximately \$3,000,000.

2. PERIOD OF PERFORMANCE

The period of performance will be three (3) years, with an anticipated start date of January 31, 2011.

3. AWARD TYPE – COOPERATIVE AGREEMENT

USAID/Washington anticipates a close working relationship with the implementing partner(s) for this award. There this award will be a Cooperative Agreement. USAID will exercise substantial involvement, as defined in ADS 303.3.11, under the Cooperative Agreement in the following areas:

- a. Approval of annual work plans and concurrence on major variances, if applicable;
- b. Approval of the key personnel and any changes in key personnel.
- c. Review and approval of the performance monitoring plan (PMP) and evaluation plan.
- d. Approval of any sub-grants over \$10,000 not identified and approved in the original award.

The Government plans to award one Cooperative Agreement to the responsible applicant whose application is the most responsive to the objectives set forth in this RFA and which offers the greatest value. The Government may (a) reject any or all applications, (b) accept other than the lowest cost application, (c) accept more than one application, (d) accept alternate applications, and (e) waive informalities and minor irregularities in applications received.

The Government may make the award on the basis of initial applications received, without discussions or negotiations. Therefore, each initial application should contain the applicant's best terms from a cost and technical standpoint. The Government reserves the right (but is not under obligation to do so), however, to enter into discussions with one or more applicants in order to obtain clarifications, additional detail, or to suggest refinements in the program description, budget, or other aspects of an application.

Neither financial data submitted with an application nor representations concerning facilities or financing, will form a part of the resulting agreement(s).

The Agreement Officer is the only individual who may legally commit the Government to the expenditure of public funds. No costs chargeable to the proposed award may be incurred before receipt of either a fully executed cooperative agreement or a specific, written authorization from the Agreement Officer.

Where there are specific elements in the proposed program for which USAID's technical knowledge would benefit the recipient's successful accomplishment of stated program objectives, the direct provision of USAID expertise and ongoing USAID participation in the program could be authorized.

SECTION III – ELIGIBILITY INFORMATION

1. ELIGIBLE APPLICANTS

USAID will accept applications from qualified U.S. entities, such as private, non-profit organizations (or commercial companies willing to forego profits), including private voluntary organizations, universities, research organizations, professional associations, and relevant special interest associations. USAID encourages applications from potential new partners.

2. COST-SHARING OR MATCHING

A minimum 5% percent cost share is required to support the activity. A 5% cost share or higher will help ensure the recipient establishes adequate alternate sources of funding to continue the activity after USAID funding ends. Cost sharing may be demonstrated either through direct funding, beneficiary contributions, in-kind assistance, or a combination thereof. Valuation of the cost share must be realistic and will be examined as part of the application evaluation process.

SECTION IV – APPLICATION AND SUBMISSION INFORMATION

1. ADDRESS TO REQUEST APPLICATION PACKAGE

This application is found on the internet at www.grants.gov. Potential applicants that cannot download application materials directly from www.grants.gov may request electronic copies of the RFA directly by contacting:

Suhaib A. Khan, Contract Specialist
USAID/M/OAA/GRO/EGAS
U.S. Agency for International Development
Ronald Regan Bldg, Room 7.09 -112
1300 Pennsylvania Avenue, NW
Washington, DC 20523-7900
Tel: 202 -712-0564
Email: sukhan@usaid.gov

2. CONTENT AND FORM OF APPLICATION SUBMISSION

Applications shall be submitted in two separate parts: **(a) technical application or management plan, and (b) cost or business application.**

TECHNICAL APPLICATION

Technical applications should be specific, complete and concise. The applications should demonstrate the applicant's capabilities and expertise with respect to achieving the goals of this program. Technical applications should take into account requirements of the program and evaluation criteria found in this RFA.

PREPARATION GUIDELINES

All applications received by the deadline will be reviewed for responsiveness to the specifications outlined in these guidelines and the application format. Below are the guidelines for the preparation of the technical application, Section B also identifies significant matters to be addressed in all technical applications. Applications which are submitted late or are incomplete run the risk of not being considered in the review process. Late applications will not be considered for award unless the Agreement Officer determines it is in the Government's interest.

Applications shall be submitted in two separate parts: (a) technical and (b) cost or business application. **(Electronic submission is required along with hard copy submission). The technical portion of applications must include 1 original and 2 copies, and the cost portion of applications must include 1 original copy.**

The application should be prepared according to the structural format set forth below. Applications must be submitted no later than the date and time indicated on the cover page of this RFA. For submission of hard copies, please note that hard copy applications and modifications thereof shall be submitted in envelopes with the name and address of the applicant and RFA# (referenced above) inscribed thereon to:

Suhaib A. Khan, Contract Specialist
USAID/M/OAA/GRO/EGAS
U.S. Agency for International Development
Ronald Regan Bldg, Room 7.09 -112
1300 Pennsylvania Avenue, NW
Washington, DC 20523-7900
Tel: 202 -712-0564

Applicants should retain for their records one copy of the application and all enclosures which accompany their application. To facilitate the competitive review of the applications, USAID will consider only applications conforming to the format prescribed below.

Applications shall be written in English and typed on standard 8 1/2" x 11" paper single spaced, using Times New Roman font, regular, size 12, with each page numbered consecutively. Items such as graphs, charts, cover pages, dividers, table of contents, and attachments (i.e. key personnel resumes, case studies, table summarizing qualifications of proposed personnel, past performance summary table and past performance report forms)

will not be counted against the page limitation.

TECHNICAL APPLICATION FORMAT

The Technical Application shall include:

Cover Page

A single page with the names of the organizations/institutions involved in the proposed application and the lead or primary Applicant clearly identified. Any proposed sub grantees (hereafter referred to as the “subs”) should be listed separately; including a brief narrative describing the unique capacities/skills brought to the program by each sub. In addition, the Cover Page should provide a contact person for the prime Applicant, including this individual’s name (both typed and his/her signature), title or position with the organization/institution, address telephone and fax numbers. State whether the contact person is the person with authority to contract for the Applicant, and if not, that person should also be listed.

Executive Summary – (maximum 2 pages)

Not to exceed two (2) pages. This section should summarize the key elements of the Applicant’s strategy, approach, and implementation plan.

Program Description – (maximum 15 pages)

Includes a description of the types of activities that will be undertaken to achieve the proposed objectives, a general timeline, and how the proposed activities are expected to achieve the objectives outlined in the purpose section of this RFA. The narrative should be brief, concise and provide a clear description of what the Applicant proposes.

USAID’s strategy for this program specifically targets collaborative development of indigenous investigative journalists and associated organizations. USAID anticipates that the successful applicant will employ a combination of types of activities, including technical assistance, training, facilitations, and grants. Illustrative activities are described below in the Program Description, but applicants are strongly encouraged to propose other activities, as long as they clearly contribute to achieving the objectives and goals set out in the Program Description.

USAID strives to promote gender equality in assistance programs in which men and women have equal opportunity to benefit from and contribute to achieving development goals. USAID poses two key questions that can be used as a framework by applicants to the RFA to demonstrate how application(s) have been informed by a gender analysis:

- How will the different roles and status of women and men within the community, political sphere, workplace and household (for example, roles in decision-making and different access to and control over resources and services) affect the work to

- be undertaken?
- How will the anticipated results of the work affect women and men differently?

The primary aim of the RIJN is to link and support the development of a cadre of professional journalists to produce fact-based, well documented, cross-border investigative reports. Journalism practitioners are often women, but they generally have lower status positions and are not assigned to key roles as editors or other decision-making managerial roles. The program implementer must identify barriers to equal participation in the program and describe how the program will be designed to address these barriers.

The program implementer will demonstrate a knowledge of and sensitivity to the identified issue as well as any other relevant gender issues and illustrate how this will translate to effective program implementation. At a minimum, the implementer will ensure equal access and gender-neutral hiring practices for journalists involved at all levels of program implementation. As appropriate and feasible, impact and indicator data should be disaggregated by gender.

Effective implementation of the program will require close coordination with other donors working in the area of media development to avoid duplication and ensure coherent and cost-effective achievement of results. Applicants are urged to clearly define ways in which they will collaborate with other donors.

Mobilization, Implementation and Management Plan- (maximum 3 pages)

Describes how the applicant will assure rapid, efficient and effective start-up. Include expected dates for hiring and posting staff, opening an office, and other logistic information. Describe how and when the proposed program will become operational. Describe any teaming arrangement, partnership, consortium or coalition arrangements between applicant and partner organizations. As part of the plan, applicants must also submit an administrative and staff structure plan, including the role of any potential sub-grantees and any local organizations with which applicants intend to work.

The implementing partner will be responsible for coordinating the development of an implementation plan process with the donor community to avoid duplication of efforts and maximize impact. Close coordination with other donors in the implementation phase will also be an important aspect of the project.

Expected Impact – (maximum 2 pages)

Applicants must establish a preliminary monitoring and evaluation plan. The applications should outline expected results and the mechanisms proposed to monitor and measure progress and achievements. This plan will be considered illustrative and will be further developed and finalized following initiation of the project. This plan should include the tools or mechanisms to be used for measuring/monitoring the indicators and benchmarks, including potential data sources and collection frequency.

Technical/Administrative Capabilities – (maximum 2 pages)

Applicants must describe the organization's technical and administrative experience and capabilities in conducting programs similar to the project being proposed.

Past Performance – (maximum 2 pages)

Applicants are requested to list five (5) contracts, grants, and cooperative agreements involving relevant (similar or related) programs conducted by the applicant (or consortium partners) over the past three years. Reference information shall include the location, current telephone numbers, points of contact, overall dollar value of the program, and award numbers if available. A brief description of work performed by the applicant is also required. Newer organizations, or Applicants with no related prior grant awards, remain eligible for consideration and are encouraged to apply. If no relevant past performance information is available for evaluation the applicant's past performance shall be rated neutral.

Personnel

The Applicant must propose sufficient staff with the requisite qualifications to achieve significant results and meet the program's demanding administrative, monitoring, and reporting requirements. The technical application must clearly delineate duties among the permanent staff positions, and indicate where additional consultants and short-term personnel will be engaged.

The applicant must propose sufficient staff for travel to conduct field monitoring and participate in program events, and to complete program and financial reporting in a timely way.

Key personnel are those considered to be essential to the work being performed under this Cooperative Agreement. Personnel for key positions are to be proposed by the Applicant. However, key personnel are subject to approval by USAID prior to their employment under the Cooperative Agreement.

USAID will determine which positions will be designated as key personnel. Illustrative key personnel positions for this Cooperative Agreement are Chief of Party, Resident Advising Editor (s) and Grants/Financial Manager. Suggested position qualification statements are described below. Applicants are encouraged to submit the mix of personnel they feel are necessary to accomplish the objectives of the CA:

1. Chief of Party:

The Chief of Party (COP) will be based in the Europe and Eurasia region and be responsible for overseeing overall program implementation on a full-time basis.

Duties and Responsibilities:

- Provide general oversight of the program; responsible for program management, strategic vision, fiscal integrity, quality and timing of deliverables, and coordination with partners;
- Mobilize investigative journalism experts and other relevant stakeholders;
- Consult and liaise with formal and informal indigenous investigative journalism organizations; members of academia, government officials, international and domestic CSOs working in the areas of media development, investigative journalism and rule of law;
- Provide overall management of sub-grantees and sub-contractors;
- Make effective written reports and oral presentations on the developmental challenges facing the Program, and articulate the project's successes in meeting those challenges;
- Responsible for the quality, cost, and timeliness of performance of all work performed under this Cooperative Agreement.

Required Qualifications:

- College or university degree, with at least 10 years of professional experience as a working journalist, editor or media manager;
- Relevant professional experience managing journalism programs in Europe and Eurasia countries, with a demonstrated understanding of the issues surrounding investigative journalism in transitional countries;
- Substantial experience working as a Chief of Party or equivalent leadership position;
- English language fluency.

Desired Qualifications:

- Experience working with donors/host governments on development programs;
- Demonstrated ability to effectively manage a diverse team of employees, including expatriate and local staff;
- Strong interpersonal skills, demonstrated ability to create and maintain effective working relationships with partners, constituents, CSOs, academia, legislators, government officials, donors, as well as in-country and foreign experts;
- Substantial development project management experience;
- Working knowledge of language(s) pertinent to the region highly desirable.

2. Advising Editor(s):

The Advising Editor(s) will be based in one or more of the identified sub-regions on a full-time basis and responsible for building the capacity of sub-regional investigative journalism editors, journalists and organizations.

Duties and Responsibilities:

- Assist indigenous investigative journalists and organizations in adopting shared standards of legal and ethical practices; improve the quality and sophistication of

- investigative journalism techniques; and provide continuous professional education and mentoring.
- Assess and assist in building the capacity of sustainable, collaborative networks of investigative journalism CSOs and NGOs;
 - Mentor individuals and conduct training in best practices, security systems and Information Communications Technology (ICT) use;
 - Develop activities to build relationships between investigative journalists and CSOs, government officials, academics, and relevant international organizations;
 - Facilitate the process of information exchange between in-country, regional and international investigative journalism practitioners.

Required Qualifications:

- At least 10 years practical experience as a working investigative journalist or editor.
- Relevant professional experience leading and teaching apprenticeship-type activities to build practical experience, demonstrated success in teaching practical skills and facilitating application of those skills;
- Demonstrated understanding of the issues surrounding investigative journalism in transitional countries;

Desired Qualifications:

- Strong interpersonal skills and demonstrated ability to create and maintain effective working relationships with relevant partners in cross-cultural settings;
- Relevant professional experience in advising journalism or media programs in Europe and Eurasia countries;
- College or university degree in relevant field;
- English language fluency and/or language(s) pertinent to the region.

3. Grants/Financial Manager:

A Grants/Financial Manager may be employed on a full or part-time basis as needed.

Duties and Responsibilities:

- Assure that the financial aspects of this program meet all requirements of USAID and the federal government in funds accountability;
- Negotiate agreements with sub-grantees and subcontractors;
- Ensure that all procurement decision-making is in compliance with U.S. government regulations;
- Undertake the financial administration of sub-grants and sub-contracts;

Required Qualifications:

- Five or more years of responsible work experience as a financial manager, grants manager or controller;
- English language fluency.

Desired Qualifications:

- Relevant professional experience managing grants programs; past experience working with USAID and/or other donor organizations;

COST APPLICATION FORMAT

The Cost or Business Application shall be submitted separately from the technical application. Certain documents are required to be submitted by an applicant in order for the Agreement Officer to make a determination of responsibility.

The following sections describe the documentation that applicants for Assistance award must submit to USAID prior to award (please also see Annex A for links to forms). While there is no page limit for this portion, applicants are encouraged to be as concise as possible, but still provide the necessary detail to address the following:

- A.** Include a budget with an accompanying budget narrative which provides in detail the total costs for implementation of the program your organization is proposing. Detailed budget notes and supporting justification of all proposed budget line items should be included. In addition, a summary of the budget must be submitted using Standard Form 424 and 424A.

The budget shall include:

1. The breakdown of all costs associated with the program according to costs of, if applicable, headquarters, regional and/or country offices;
2. The breakdown of all costs according to each partner organization or subcontractor/sub-grantee involved in the program;
3. The costs associated with external, expatriate technical assistance and those associated with local in-country technical assistance;
4. The breakdown of the financial and in-kind contributions of all organizations involved in implementing this Cooperative Agreement;
5. Potential contributions of non-USAID or private donors to this Cooperative Agreement. A 5% cost share of all program costs is required. Information regarding the proposed cost share should be included in the SF 424 and the Cost Matrix as indicated on those documents. The cost share should be discussed in the Budget Notes to the extent necessary to realistically assess the feasibility of the cost sharing plan.

6. A procurement plan for commodities.
- B.** A copy of the latest Negotiated Indirect Cost Rate Agreement if your organization has such an agreement with the US Government;
- C.** Applicants that do not currently have a Negotiated Indirect Cost Rate Agreement (NICRA) shall also submit the following information:
1. Copies of the applicant's financial reports for the previous 3-year period, which have been audited by a certified public accountant or other auditor satisfactory to USAID;
 2. Projected budget, cash flow and organizational chart; and
 3. A copy of the organization's accounting manual.
- D.** Applicants should submit additional evidence of responsibility they deem necessary for the Agreement Officer to make a determination of responsibility. The information submitted should substantiate that the Applicant:
1. Has adequate financial resources or the ability to obtain such resources as required during the performance of the award.
 2. Has the ability to comply with the award conditions, taking into account all existing and currently prospective commitments of the applicant, nongovernmental and governmental.
 3. Has a satisfactory record of performance. Past relevant unsatisfactory performance is ordinarily sufficient to justify a finding of non-responsibility, unless there is clear evidence of subsequent satisfactory performance.
 4. Has a satisfactory record of integrity and business ethics; and
 5. Is otherwise qualified and eligible to receive a cooperative agreement under applicable laws and regulations (e.g., EEO).
- E.** Required certifications, assurances, and other statements. These forms include:
- Assurance of Compliance with Laws and Regulations Governing Nondiscrimination in Federally Assisted Programs
 - Certification Regarding Lobbying
 - Prohibition on Assistance to Drug Traffickers for Covered

- Countries
- Certification on Terrorist Financing
- Certification of Recipient
- Key Individual and Participant Certifications Narcotics Offense and Drug Trafficking
- Certification Of Compliance With The Standard Provisions Entitled “Condoms” And “Prohibition On The Promotion Or Advocacy Of The Legalization Or Practice Of Prostitution Or Sex Trafficking
- Survey On Ensuring Equal Opportunity For Applicants
- Applicant Information
- Procurement Information

- F.** Applicants that have never received a cooperative agreement, grant or contract from the U.S. Government are required to submit a copy of their accounting manual. If a copy has already been submitted to the U.S. Government, the applicant should advise which Federal Office has a copy.

3. SUBMISSION DATES AND TIMES

Questions regarding this RFA are due by **11/09/2010 11:00 AM EDT**. Please submit all questions electronically to Mr. Suhaib Khan (e-mail address provided below).

Applications are due to USAID by **12/06/2010 11:00 AM EDT**. Applications which are submitted late or are incomplete run the risk of not being considered in the review process. “Late applications will not be considered for award” or “Late applications will be considered for award if the Agreement Officer determines it is the Government’s interest.”

When submitting hard copies in addition to the required electronic submission, hard copies of applications and modifications thereof (1 original and 3 copies of technical and 1 original of cost application is required) should be submitted in sealed envelopes or packages with the RFA number, the name and address of the applicant, and whether the contents contain technical and/or cost applications noted on the outside of the envelopes/packages to:

Suhaib A. Khan, Contract Specialist
 USAID/M/OAA/GRO/EGAS
 U.S. Agency for International Development
 Ronald Regan Bldg, Room 7.09 -112
 1300 Pennsylvania Avenue, NW
 Washington, DC 20523-7900
 E-mail: sakhan@usaid.gov

4. OTHER SUBMISSION REQUIREMENTS

A. Unnecessarily Elaborate Applications – Unnecessarily elaborate brochures or other presentations beyond those sufficient to present a complete and effective application in response to this RFA are not desired and may be construed as an indication of the applicant's lack of cost consciousness. Elaborate art work, expensive visual and other presentation aids are neither necessary nor wanted.

B. Proprietary Information – Applicants which include data that they do not want disclosed to the public for any purpose or used by the U.S. Government except for evaluation purposes, should:

1. Mark the title page with the following legend:

"This application includes data that shall not be disclosed outside the U.S. Government and shall not be duplicated, used, or disclosed - in whole or in part - for any purpose other than to evaluate this application. If, however, a cooperative agreement is awarded to this applicant as a result of - or in connection with - the submission of this data, the U.S. Government shall have the right to duplicate, use, or disclose the data to the extent provided in the resulting agreement. This restriction does not limit the U.S. Government's right to use information contained in this data if it is obtained from another source without restriction. The data subject to this restriction are contained in pages ____"; and

2. Mark each sheet of data it wishes to restrict with the following legend:

"Use or disclosure of data contained on this sheet is subject to the restriction on the title page of this application."

C. Explanation to Prospective Applicants – Any prospective applicant desiring an explanation or interpretation of this RFA must request it in writing. Questions should be sent by the date indicated on the cover letter to allow a reply to reach all prospective applicants before the submission of their applications. Oral explanations or instructions given before award of a Cooperative Agreement will not be binding. Any information given to a prospective applicant concerning this RFA will be furnished promptly to all other prospective applicants as an amendment of this RFA, if that information is necessary in submitting applications or if the lack of it would be prejudicial to any other prospective applicants.

D. Telegraphic or Faxed Applications – Telegraphic or faxed applications will not be considered; however, applications may be modified by written or telegraphic notice, if that notice is received by the time specified for receipt of applications.

E. Language – All applications must be in English.

SECTION V – APPLICATION REVIEW INFORMATION

1. EVALUATION CRITERIA

Applicants should note that these criteria (a) serve as the standard against which all applications will be evaluated, and (b) serve to identify the significant matters that should be addressed in all applications.

Applications will undergo preliminary review by USAID procurement and technical staffs for completeness and responsiveness to the RFA.

Applications that are submitted late will not be considered for award unless it is the only application received or the Agreement Officer determines it is in the Government's interest. Incomplete submissions risk not being considered in the review process.

To facilitate review of applications, applicants should organize the narrative sections of their applications in the same order as the selection criteria. The project will integrate gender issues or a rationale for not addressing gender in the project or activity, in accordance with ADS 201.3.11.6.

Numerical weighting indicates the relative order of importance of the technical criteria, to guide applicants in determining which areas require emphasis in the preparation of applications. The applicant will be selected on the basis of its written application, its past experience working in this field and a demonstrated capacity to manage human and financial resources.

Applications will be judged on the ability of the applicant to achieve the expected results in a reasonable time frame at a reasonable cost. The application will be reviewed and rated on the following criteria, with a total possible score of 100 points.

A. Evaluation Criteria

1. Technical Approach and Implementation Plan (40)

- i. Demonstrated, comprehensive understanding of the development challenge, including the constraints and opportunities facing investigative journalists in developing media environments.
- ii. The approach is a well-conceived, detailed, innovative and technically convincing strategy.
- iii. The extent to which the application capitalizes on and seeks to further develop existing indigenous capacity to achieve project objectives, including but not limited to potential sub-awards to partner organizations.
- iv. The extent to which Information Communication Technology (ICT) is

logically integrated throughout the program.

- v. Meaningful consideration and description of activities to address the identified and any other gender issues.

2. Personnel Qualifications and Experience (25 pts)

- i. A staffing plan that corresponds to the skills and experience called for by the applicant's approach and implementation plan.
- ii. Demonstrated technical and managerial experience and skills.
- iii. Demonstrated subject matter expertise, with an emphasis on investigative journalism in developing countries.
- iv. Focused, practical experience in managing and implementing media programs in South East Europe, Western Eurasia or the Caucasus.

3. Performance Monitoring and Evaluation Plan (10 points)

- i. Clearly articulated illustrative Performance Monitoring and Evaluation Plan, including results to be achieved, targets and associated performance measurement indicators including data sources, methods of collection and frequency of collection.
- ii. Clear description of the project's probable long-term impact and sustainability.

4. Mobilization, Implementation and Management Plan (10 pts)

- i. The extent to which the application demonstrates an efficient and logical structure for overall program implementation , including how the applicant will divide labor, responsibilities and funding with partners or any potential sub-grantees.
- ii. Articulation of a clear organizational/management structure, cost controls and delegation of authority for financial and programmatic responsibilities.
- iii. A strategy for an effective, rapid launch of project activities with an implementation timeline.

5. Past Performance/Institutional Capacity (15 points)

- i. Demonstrated successful track record in planning, managing, implementing and monitoring innovative media programs.
- ii. Demonstrated ability to meet USAID financial accountability and management, procurement and program reporting requirements.

B. Effectiveness, realism and reasonableness of total estimated cost

Although the cost application will not be scored, a cost realism analysis will be conducted. The cost realism analysis is intended to meet the following

three goals:

1. Verify the Applicant's understanding of the requirements and regulations;
2. Assess the degree to which the cost application reflects the approaches in the technical application; and
3. Assess the degree to which the cost included in the cost application accurately represents the work effort included in the technical application.

2. COST-SHARE EVALUATION

As stated in Section III, a minimum 5% percent cost share is required to support the activity. Meeting or exceeding the cost share will be favorably considered as contributing to cost effectiveness and may be considered in the Government's determination of which application represents the greatest benefit to USAID.

3. REVIEW AND SELECTION PROCESS

All applications which meet the eligibility and program requirements, and conform to the application preparation and submission instructions, will be reviewed and scored by a panel of USAID reviewers strictly in accordance with the evaluation criteria set forth in this section.

After an initial review of applications, USAID may conduct written and/or oral discussions with those applicants whose applications remain under consideration for award. The decision to conduct such discussions should not be considered a final decision about which organizations will receive an award, but rather would be part of the evaluation process.

4. AWARD CONSIDERATIONS

USAID/Washington will evaluate applications and make an award based on the application which would best achieve the expected outcomes of the program and offers the greatest overall benefit in response to the RFA.

Although technical evaluation factors are significantly more important than cost, the closer the technical evaluations of the various applications are to one another, the more important cost considerations become. The Agreement Officer may determine that a highly ranked application based on the technical evaluation factors is unreasonable or unrealistic in terms of cost. Award will be made to the applicant whose application offers the best value to the Government. Best value is defined as the expected outcome that, in the Government's estimation, provides the greatest overall benefit in response to the requirement and available funds.

SECTION VI – AWARD ADMINISTRATION INFORMATION

1. AWARD NOTIFICATION

Following the completion of the technical and cost review of all applications submitted in response to this RFA, USAID intends to make one award to the applicant who represents the best value for the US Government. The successful applicant will receive written notification in the form of the award document which will be reviewed by all parties and signed by the Agreement Officer. USAID does not intend to provide formal debriefings for unsuccessful applicants but retains the right to consider informal briefings for said applicants following award.

2. DEVIATIONS FROM STANDARD PROVISIONS

Currently USAID does not anticipate any deviations from the mandatory or applicable standard provisions for US Nongovernmental organizations (see ADS 303).

3. REPORTING

3.1 Financial Reporting

(1) The Recipient must submit the Federal Financial Form (SF-425) on a quarterly basis via electronic format to the U.S. Department of Health and Human Services (<http://www.dpm.psc.gov>). The Recipient must submit a copy of the FFR at the same time to the Agreement Officer's Technical Representative (AOTR).

(2) The recipient must submit the original and two copies of all final financial reports to USAID/Washington, M/CFO/CMP LOC Unit, the Agreement Officer, and the AOTR. The recipient must submit an electronic version of the final Federal Financial Form (SF-425) to U.S. Department of Health and Human Services in accordance with paragraph (1) above.

3.2 Annual Implementation Plan

The Recipient(s) shall submit an Annual Implementation or Work Plan within four weeks from the date of the award. The Plan will include major activities that will be undertaken, rationale behind these activities, anticipated results of these efforts and how they will be measured, any short term technical assistance that will be required to complete the activity, and a timeframe for when activities will commence and end. USAID will review the Work Plan and provide comments within one week of receipt. The Recipient shall incorporate these comments and provide a final Annual Implementation Plan within one week of receiving USAID's comments. Thus, a final Annual Implementation Plan will be in place within six weeks of the beginning of the program. Subsequent Annual Implementation Plans will be submitted in a similar fashion. If significant changes are made to the Implementation Plan by the recipient, the amended plan will also require USAID's approval.

3.3 Monitoring and Evaluation Plan

The recipient (s) shall submit a final M/E Plan with the work plan. The M/E Plan will be approved at the same time and with a similar approval process as the Work Plan. The M/E Plan shall track indicators proposed by the implementing partner(s). The M&E plan shall be updated and revised as appropriate on an annual basis and in collaboration with USAID.

The monitoring and evaluation plan will include specific indicators for measuring progress for the activities, and specify how data will be collected and analyzed for each of the indicators. Measurement will focus on both output and outcome data, showing the specific impacts and results of program activities. The monitoring and evaluation plan will also highlight how the impact and effectiveness of program approaches and methodologies employed, and contribute toward enhancing understanding of best practices and in the sector.

Uniform gender indicators and reporting sex-disaggregated data for indicators and targets will be required.

3.4 Quarterly Progress Reports

The Recipient shall submit 1 copy of a quarterly performance report to the AOTR within 30 days from the end of the quarter. Electronic submission is acceptable.

These reports shall include a descriptive analysis of the activities conducted during the life of the project; a quantitative and/or qualitative description of actual achievements versus planned activities for the life of the project, in both narrative and in data performance table formats; and targets for the next reporting period. These reports shall collectively discuss the work of the program, highlighting:

- Description of the progress made during the previous quarter towards achieving the results, status of activities, a comparison of actual vs. planned accomplishments as set forth in the work plan, significant results to date; and a discussion of obstacles, constraints and opportunities affecting the program during the reporting period along with plans to address these issues during the next reporting period.
- Reports should also include, as an addendum, success stories and digital photographs that USAID would be able to share with various stakeholders.

In addition to sex-disaggregated data, the applicants will be expected to provide a qualitative assessment of progress against the two questions related to gender posed on page 22.

The Annual Implementation Plan and Quarterly Progress Reports will form the basis for an annual management review by USAID and program staff to review program directions, achievement of program objectives, and major management and implementation issues.

3.5 End of Program Report

The Recipient(s) shall submit a final report of the program within 90 calendar days after

the expiration or termination of the award. The final report contents shall meet requirements as set in 22 CFR 226.51, and include, but not be limited to: (1) executive summary; (2) brief description of overall project activities, results and lessons learned as well as recommendations for future development efforts; (3) success at accomplishing intermediate results, including a comparison of actual vs. planned accomplishments (as set forth in the work plans) and an explanation of any shortfalls if they occurred; (4) cumulative totals for numerical targets. The Recipient shall submit the original and one copy to the AOTR, and the Agreement Officer, and one copy to USAID Development Experience Clearinghouse. Information on electronic submission to the DEC (preferred) can be found at the following address: <http://www.dec.org/submit.cfm/> Hard copy submissions may be sent via regular mail to: Development Experience Clearinghouse, M/CIO/KM, RRB M.01, U.S. Agency for International Development, Washington, DC 20523

The Final Project Report should include an addendum of success stories and digital photographs that USAID can share with various shareholders.

2. USAID BRANDING STRATEGY AND MARKING PLAN

It is a federal statutory and regulatory requirement that all USAID programs, projects, activities, public communications, and commodities that USAID partially or fully funds under a USAID grant or cooperative agreement or other assistance award or sub award, must be marked appropriately overseas with the USAID Identity. USAID will require the submission of a Branding Strategy and a Marking Plan by the apparent successful applicant under this RFA. For more information, see: <http://www.usaid.gov/branding/assistance.html>.

SECTION VII – AGENCY CONTACTS

The Agreement Officer for this Award is:
Ms. Portia Persley
Agreement Officer
USAID/Washington
1300 Pennsylvania Avenue NW, 7.09-070
Washington DC 20523-7100
Tel.: (202) 712-1277
ppersley@usaid.gov

The Contract Specialist for this Award is:
Mr. Suhaib Khan
Contract Specialist
USAID/Washington
1300 Pennsylvania Avenue NW, 7.09-112
Washington DC 20523-2052

Tel: (202) 712-0564
sukhan@usaid.gov

Questions regarding this RFA should be directed to Contract Specialist identified above.

The Agreement Officer's Technical Representative (AOTR) for this award will be designated by the Agreement Officer and is expected to be a member of the Democracy and Governance Team, Europe and Eurasia Bureau, USAID/Washington.

SECTION VIII– OTHER INFORMATION

1. APPLICATIONS FUNDED

USAID reserves the right to fund any or none of the applications submitted in response to this RFA.

2. USAID HISTORICAL EXPERIENCE IN MEDIA SUPPORT

Below please find additional background information that applicants should review and consider when preparing their technical application.

Past and Current USAID Media Support in Europe and Eurasia

USAID has supported both regional and country-specific media programs of various magnitudes since 1992. Mission-specific programs address the key issues of that country, and most have included technical assistance, training and limited equipment support for non-governmental media. Citizen journalism, multi-media training as well as Internet use are relatively new programmatic approaches. Most assistance has concentrated on improvements as defined by the five objectives in the USAID-supported IREX Media Sustainability Index.¹¹ There are active, or pending, USAID Mission-supported, country-specific media programs with differing areas of sectoral engagement in the following EE sub-regions:

South East Europe: Kosovo, Serbia, Bosnia-Herzegovina, Macedonia.

Western Eurasia: Belarus, Moldova, Ukraine, Russia

Caucasus: Armenia, Azerbaijan, Georgia

The RIJN is expected to compliment USG-funded media development programs. The implementer is also expected to actively coordinate with other donor-funded investigative journalism programs.

¹¹ 2010 Europe & Eurasia Media Sustainability Index, http://irex.org/programs/MSI_EUR/index.asp accessed 8/1/10.

Former USAID and other donor-supported media development legacy organizations exist in Albania, Armenia, Azerbaijan, Bosnia-Herzegovina, Bulgaria, Croatia, Georgia, Macedonia, Romania, Ukraine and Russia. Most are not oriented to investigative journalism, but to broad media sector and freedom of expression development.

The EE Bureau has supported the Organized Crime and Corruption Reporting Project (OCCRP) to network investigative journalists in SEE for the creation of in-depth reports on regional corruption and organized crime. This project was an outgrowth of a previous USAID Bosnia-Herzegovina Mission program to establish an indigenous investigative journalism center. The OCCRP partnered centers in Romania and Bosnia-Herzegovina and many individual journalists throughout SEE with experienced investigative editors to produce high caliber on-line content. Project reports have been re-published or cited as a source by local, regional and international media. While it not possible to draw a direct cause and effect relationship, politicians and law enforcement officials have resigned, investigations into corrupt activities have been launched, and improved relationships with trusted law enforcement officers have been attributed to the OCCRP's reports.

3. CERTIFICATIONS, ASSURANCES, AND OTHER STATEMENTS OF THE RECIPIENT (MAY 2006)

NOTE: When these Certifications, Assurances, and Other Statements of Recipient are used for cooperative agreements, the term "Grant" means "Cooperative Agreement".

PART I - CERTIFICATIONS AND ASSURANCES

1. ASSURANCE OF COMPLIANCE WITH LAWS AND REGULATIONS GOVERNING NON-DISCRIMINATION IN FEDERALLY ASSISTED PROGRAMS

Note: This certification applies to Non-U.S. organizations if any part of the program will be undertaken in the United States.

(a) The recipient hereby assures that no person in the United States shall, on the bases set forth below, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under, any program or activity receiving financial assistance from USAID, and that with respect to the Cooperative Agreement for which application is being made, it will comply with the requirements of:

(1) Title VI of the Civil Rights Act of 1964 (Pub. L. 88-352, 42 U.S.C. 2000-d), which prohibits discrimination on the basis of race, color or national origin, in programs and activities receiving Federal financial assistance;

(2) Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794), which prohibits discrimination on the basis of handicap in programs and activities receiving Federal

financial assistance;

(3) The Age Discrimination Act of 1975, as amended (Pub. L. 95-478), which prohibits discrimination based on age in the delivery of services and benefits supported with Federal funds;

(4) Title IX of the Education Amendments of 1972 (20 U.S.C. 1681, et seq.), which prohibits discrimination on the basis of sex in education programs and activities receiving Federal financial assistance (whether or not the programs or activities are offered or sponsored by an educational institution); and

(5) USAID regulations implementing the above nondiscrimination laws, set forth in Chapter II of Title 22 of the Code of Federal Regulations.

(b) If the recipient is an institution of higher education, the Assurances given herein extend to admission practices and to all other practices relating to the treatment of students or clients of the institution, or relating to the opportunity to participate in the provision of services or other benefits to such individuals, and shall be applicable to the entire institution unless the recipient establishes to the satisfaction of the USAID Administrator that the institution's practices in designated parts or programs of the institution will in no way affect its practices in the program of the institution for which financial assistance is sought, or the beneficiaries of, or participants in, such programs.

(c) This assurance is given in consideration of and for the purpose of obtaining any and all Federal grants, loans, contracts, property, discounts, or other Federal financial assistance extended after the date hereof to the recipient by the Agency, including installment payments after such date on account of applications for Federal financial assistance which was approved before such date. The recipient recognizes and agrees that such Federal financial assistance will be extended in reliance on the representations and agreements made in this Assurance, and that the United States shall have the right to seek judicial enforcement of this Assurance. This Assurance is binding on the recipient, its successors, transferees, and assignees, and the person or persons whose signatures appear below are authorized to sign this Assurance on behalf of the recipient.

2. CERTIFICATION REGARDING LOBBYING

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal Cooperative Agreement, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including subcontracts, sub-grants, and contracts under grants, loans, and cooperative agreements) and that all sub-recipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, United States Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Statement for Loan Guarantees and Loan Insurance

The undersigned states, to the best of his or her knowledge and belief, that: If any funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this commitment providing for the United States to insure or guarantee a loan, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions. Submission of this statement is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required statement shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

3. PROHIBITION ON ASSISTANCE TO DRUG TRAFFICKERS FOR COVERED COUNTRIES AND INDIVIDUALS (ADS 206)

USAID reserves the right to terminate this Agreement, to demand a refund or take other appropriate measures if the Grantee is found to have been convicted of a narcotics offense or to have been engaged in drug trafficking as defined in 22 CFR Part 140. The undersigned shall review USAID ADS 206 to determine if any certifications are required for Key Individuals or Covered Participants.

If there are COVERED PARTICIPANTS: USAID reserves the right to terminate assistance to or take other appropriate measures with respect to, any participant approved by USAID who is found to have been convicted of a narcotics offense or to have been

engaged in drug trafficking as defined in 22 CFR Part 140.

4.CERTIFICATION REGARDING TERRORIST FINANCING IMPLEMENTING EXECUTIVE ORDER 13224

By signing and submitting this application, the prospective recipient provides the certification set out below:

1. The Recipient, to the best of its current knowledge, did not provide, within the previous ten years, and will take all reasonable steps to ensure that it does not and will not knowingly provide, material support or resources to any individual or entity that commits, attempts to commit, advocates, facilitates, or participates in terrorist acts, or has committed, attempted to commit, facilitated, or participated in terrorist acts, as that term is defined in paragraph 3.

2. The following steps may enable the Recipient to comply with its obligations under paragraph 1:

a. Before providing any material support or resources to an individual or entity, the Recipient will verify that the individual or entity does not (i) appear on the master list of Specially Designated Nationals and Blocked Persons, which list is maintained by the U.S. Treasury's Office of Foreign Assets Control (OFAC) and is available online at OFAC's website: <http://www.treas.gov/offices/eotffc/ofac/sdn/t11sdn.pdf> or (ii) is not included in any supplementary information concerning prohibited individuals or entities that may be provided by USAID to the Recipient.

b. Before providing any material support or resources to an individual or entity, the Recipient also will verify that the individual or entity has not been designated by the United Nations Security (UNSC) sanctions committee established under UNSC Resolution 1267 (1999) (the "1267 Committee") [individuals and entities linked to the Taliban, Usama bin Laden, or the Al Qaida Organization]. To determine whether there has been a published designation of an individual or entity by the 1267 Committee, the Recipient should refer to the consolidated list available online at the Committee's website:

<http://www.un.org/Docs/sc/committees/1267/1267ListEng.htm>.

c. Before providing any material support or resources to an individual or entity, the Recipient will consider all information about that individual or entity of which it is aware and all public information that is reasonably available to it or of which it should be aware.

d. The Recipient also will implement reasonable monitoring and oversight procedures to safeguard against assistance being diverted to support terrorist

activity.

3. For purposes of this Certification-

a. “Material support and resources” means currency or monetary instruments or financial securities, financial services, lodging, training, expert advice or assistance, safehouses, false documentation or identification, communications equipment, facilities, weapons, lethal substances, explosives, personnel, transportation, and other physical assets, except medicine or religious materials.”

b. “Terrorist act” means-

(i) an act prohibited pursuant to one of the 12 United Nations Conventions and Protocols related to terrorism (see UN terrorism conventions Internet site: <http://untreaty.un.org/English/Terrorism.asp>) or

(ii) an act of premeditated, politically motivated violence perpetrated against noncombatant targets by subnational groups or clandestine agents; or

(iii) any other act intended to cause death or serious bodily injury to a civilian, or to any other person not taking an active part in hostilities in a situation of armed conflict, when the purpose of such act, by its nature or context, is to intimidate a population, or to compel a government or an international organization to do or to abstain from doing any act.

c. “Entity” means a partnership, association, corporation, or other organization, group or subgroup.

d. References in this Certification to the provision of material support and resources shall not be deemed to include the furnishing of USAID funds or USAID-financed commodities to the ultimate beneficiaries of USAID assistance, such as recipients of food, medical care, micro-enterprise loans, shelter, etc., unless the Recipient has reason to believe that one or more of these beneficiaries commits, attempts to commit, advocates, facilitates, or participates in terrorist acts, or has committed, attempted to commit, facilitated or participated in terrorist acts.

e. The Recipient’s obligations under paragraph 1 are not applicable to the procurement of goods and/or services by the Recipient that are acquired in the ordinary course of business through contract or purchase, e.g., utilities, rents, office supplies, gasoline, etc., unless the Recipient has reason to believe that a vendor or supplier of such goods and services commits, attempts to commit, advocates, facilitates, or participates in terrorist acts, or has committed, attempted to commit, facilitated or participated in terrorist acts.

This Certification is an express term and condition of any agreement issued as a result of

this application, and any violation of it shall be grounds for unilateral termination of the agreement by USAID prior to the end of its term.

5. CERTIFICATION OF RECIPIENT

By signing below the recipient provides certifications and assurances for (1) the Assurance of Compliance with Laws and Regulations Governing Non-Discrimination in Federally Assisted Programs, (2) the Certification Regarding Lobbying, (3) the Prohibition on Assistance to Drug Traffickers for Covered Countries and Individuals (ADS 206) and (4) the Certification Regarding Terrorist Financing Implementing Executive Order 13224 above.

RFA No. _____

Application No. _____

Date of Application _____

Name of Recipient _____

Typed Name and Title _____

Signature _____

Date _____

PART II – KEY INDIVIDUAL CERTIFICATION NARCOTICS OFFENSES AND DRUG TRAFFICKING

I hereby certify that within the last ten years:

1. I have not been convicted of a violation of, or a conspiracy to violate, any law or regulation of the United States or any other country concerning narcotic or psychotropic drugs or other controlled substances.
2. I am not and have not been an illicit trafficker in any such drug or controlled substance.
3. I am not and have not been a knowing assistor, abettor, conspirator, or colluder with others in the illicit trafficking in any such drug or substance.

Signature: _____

Date: _____

Name: _____

Title/Position: _____

Organization: _____

Address: _____

Date of Birth: _____

NOTICE:

1. You are required to sign this Certification under the provisions of 22 CFR Part 140, Prohibition on Assistance to Drug Traffickers. These regulations were issued by the Department of State and require that certain key individuals of organizations must sign this Certification.

2. If you make a false Certification you are subject to U.S. criminal prosecution under 18 U.S.C. 1001.

PART III - PARTICIPANT CERTIFICATION NARCOTICS OFFENSES AND DRUG TRAFFICKING

1. I hereby certify that within the last ten years:

a. I have not been convicted of a violation of, or a conspiracy to violate, any law or regulation of the United States or any other country concerning narcotic or psychotropic drugs or other controlled substances.

b. I am not and have not been an illicit trafficker in any such drug or controlled substance.

c. I am not or have not been a knowing assister, abettor, conspirator, or colluder with others in the illicit trafficking in any such drug or substance.

2. I understand that USAID may terminate my training if it is determined that I engaged in the above conduct during the last ten years or during my USAID training.

Signature: _____

Name: _____

Date: _____

Address: _____

Date of Birth: _____

NOTICE:

1. You are required to sign this Certification under the provisions of 22 CFR Part 140, Prohibition on Assistance to Drug Traffickers. These regulations were issued by the Department of State and require that certain participants must sign this Certification.

2. If you make a false Certification you are subject to U.S. criminal prosecution under 18 U.S.C. 1001.

PART IV - SURVEY ON ENSURING EQUAL OPPORTUNITY FOR APPLICANTS

Applicability: All RFA's must include the attached Survey on Ensuring Equal Opportunity for Applicants as an attachment to the RFA package. Applicants under unsolicited applications are also to be provided the survey. (While inclusion of the survey by Agreement Officers in RFA packages is required, the applicant's completion of the survey is voluntary, and must not be a requirement of the RFA. The absence of a completed survey in an application may not be a basis upon which the application is determined incomplete or non-responsive. Applicants who volunteer to complete and submit the survey under a competitive or non-competitive action are instructed within the text of the survey to submit it as part of the application process.)

See Survey on Ensuring Equal Opportunity for Applicants at the below internet link:

<http://www.ed.gov/fund/grant/apply/appforms/surveyeo.pdf>

PART V - OTHER STATEMENTS OF RECIPIENT

1. AUTHORIZED INDIVIDUALS

The recipient represents that the following persons are authorized to negotiate on its behalf with the Government and to bind the recipient in connection with this application or grant:

Name	Title	Telephone No.	Facsimile No.

2. TAXPAYER IDENTIFICATION NUMBER (TIN)

If the recipient is a U.S. organization, or a foreign organization which has income effectively connected with the conduct of activities in the U.S. or has an office or a place of business or a fiscal paying agent in the U.S., please indicate the recipient's TIN:

TIN: _____

3. DATA UNIVERSAL NUMBERING SYSTEM (DUNS) NUMBER

(a) In the space provided at the end of this provision, the recipient should supply the Data Universal Numbering System (DUNS) number applicable to that name and address. Recipients should take care to report the number that identifies the recipient's name and address exactly as stated in the application.

(b) The DUNS is a 9-digit number assigned by Dun and Bradstreet Information Services. If the recipient does not have a DUNS number, the recipient should call Dun and Bradstreet directly at 1-800-333-0505. A DUNS number will be provided immediately by telephone at no charge to the recipient. The recipient should be prepared to provide the following information:

- (1) Recipient's name.
- (2) Recipient's address.
- (3) Recipient's telephone number.
- (4) Line of business.
- (5) Chief executive officer/key manager.
- (6) Date the organization was started.
- (7) Number of people employed by the recipient.
- (8) Company affiliation.

(c) Recipients located outside the United States may obtain the location and phone number of the local Dun and Bradstreet Information Services office from the Internet Home Page at <http://www.dbisna.com/dbis/customer/custlist.htm>. If an offeror is unable to locate a local service center, it may send an e-mail to Dun and Bradstreet at globalinfo@dbisma.com.

The DUNS system is distinct from the Federal Taxpayer Identification Number (TIN) system.

DUNS: _____

4. LETTER OF CREDIT (LOC) NUMBER

If the recipient has an existing Letter of Credit (LOC) with USAID, please indicate the LOC number:

LOC: _____

5. PROCUREMENT INFORMATION

(a) Applicability. This applies to the procurement of goods and services planned by the recipient (i.e., contracts, purchase orders, etc.) from a supplier of goods or services for the direct use or benefit of the recipient in conducting the program supported by the grant, and not to assistance provided by the recipient (i.e., a subgrant or subagreement) to a subgrantee or subrecipient in support of the subgrantee's or subrecipient's program. Provision by the recipient of the requested information does not, in and of itself, constitute USAID approval.

(b) Amount of Procurement. Please indicate the total estimated dollar amount of goods and services which the recipient plans to purchase under the grant:

\$ _____

(c) Nonexpendable Property. If the recipient plans to purchase nonexpendable equipment which would require the approval of the Agreement Officer, please indicate below (using a continuation page, as necessary) the types, quantities of each, and estimated unit costs. Nonexpendable equipment for which the Agreement Officer's approval to purchase is required is any article of nonexpendable tangible personal property charged directly to the grant, having a useful life of more than one year and an acquisition cost of \$5,000 or more per unit.

TYPE/DESCRIPTION
(Generic) _____

QUANTITY _____

ESTIMATED
UNIT COST _____

(d) Source, Origin, and Componentry of Goods. If the recipient plans to purchase any goods/commodities which are not of U.S. source and/or U.S. origin, and/or does not contain at least 50% componentry, which are not at least 50% U.S. source and origin, please indicate below (using a continuation page, as necessary) the types and quantities of each, estimated unit costs of each, and probable source and/or origin, to include the probable source and/or origin of the components if less than 50% U.S. components will be contained in the commodity. "Source" means the country from which a commodity is

shipped to the cooperating country or the cooperating country itself if the commodity is located therein at the time of purchase. However, where a commodity is shipped from a free port or bonded warehouse in the form in which received therein, "source" means the country from which the commodity was shipped to the free port or bonded warehouse. Any commodity whose source is a non-Free World country is ineligible for USAID financing. The "origin" of a commodity is the country or area in which a commodity is mined, grown, or produced. A commodity is produced when, through manufacturing, processing, or substantial and major assembling of components, a commercially recognized new commodity results, which is substantially different in basic characteristics or in purpose or utility from its components. Merely packaging various items together for a particular procurement or relabeling items do not constitute production of a commodity. Any commodity whose origin is a non-Free World country is ineligible for USAID financing. "Components" are the goods, which go directly into the production of a produced commodity. Any component from a non-Free World country makes the commodity ineligible for USAID financing.

TYPE/DESCRIPTION
(Generic)

QUANTITY

ESTIMATED
UNIT COST

GOODS
COMPONENTS

PROBABLE
SOURCE

GOODS
COMPONENTS

PROBABLE
ORIGIN

(e) Restricted Goods. If the recipient plans to purchase any restricted goods, please indicate below (using a continuation page, as necessary) the types and quantities of each, estimated unit costs of each, intended use, and probable source and/or origin. Restricted goods are Agricultural Commodities, Motor Vehicles, Pharmaceuticals, Pesticides, Rubber Compounding Chemicals and Plasticizers, Used Equipment, U.S. Government-Owned Excess Property, and Fertilizer.

TYPE/DESCRIPTION (Generic)	_____
QUANTITY	_____
ESTIMATED UNIT COST	_____
PROBABLE SOURCE	_____
PROBABLE ORIGIN	_____
INTENDED USE	_____

(f) Supplier Nationality. If the recipient plans to purchase any goods or services from suppliers of goods and services whose nationality is not in the U.S., please indicate below (using a continuation page, as necessary) the types and quantities of each good or service, estimated costs of each, probable nationality of each non-U.S. supplier of each good or service, and the rationale for purchasing from a non-U.S. supplier. Any supplier whose nationality is a non-Free World country is ineligible for USAID financing.

TYPE/DESCRIPTION (Generic)	_____
QUANTITY	_____
ESTIMATED UNIT COST	_____
PROBABLE SUPPLIER (Non-US Only)	_____
NATIONALITY	_____
RATIONALE FOR NON-US	_____

(g) Proposed Disposition. If the recipient plans to purchase any nonexpendable equipment with a unit acquisition cost of \$5,000 or more, please indicate below (using a

continuation page, as necessary) the proposed disposition of each such item. Generally, the recipient may either retain the property for other uses and make compensation to USAID (computed by applying the percentage of federal participation in the cost of the original program to the current fair market value of the property), or sell the property and reimburse USAID an amount computed by applying to the sales proceeds the percentage of federal participation in the cost of the original program (except that the recipient may deduct from the federal share \$500 or 10% of the proceeds, whichever is greater, for selling and handling expenses), or donate the property to a host country institution, or otherwise dispose of the property as instructed by USAID.

TYPE/DESCRIPTION

(Generic)

QUANTITY

ESTIMATED

UNIT COST

PROPOSED

DISPOSITION

6. PAST PERFORMANCE REFERENCES

On a continuation page, please provide past performance information requested in the RFA.

7. TYPE OF ORGANIZATION

The recipient, by checking the applicable box, represents that -

(a) If the recipient is a U.S. entity, it operates as ☐ a corporation incorporated under the laws of the State of, ☐ an individual, ☐ a partnership, ☐ a nongovernmental nonprofit organization, ☐ a state or local governmental organization, ☐ a private college or university, ☐ a public college or university, ☐ an international organization, or ☐ a joint venture; or

(b) If the recipient is a non-U.S. entity, it operates as ☐ a corporation organized under the laws of _____ (country), ☐ an individual, ☐ a partnership, ☐ a nongovernmental nonprofit organization, ☐ a nongovernmental educational institution, ☐ a governmental organization, ☐ an international organization, or ☐ a joint venture.

8. ESTIMATED COSTS OF COMMUNICATIONS PRODUCTS

The following are the estimate(s) of the cost of each separate communications product

(i.e., any printed material [other than non- color photocopy material], photographic services, or video production services) which is anticipated under the grant. Each estimate must include all the costs associated with preparation and execution of the product. Use a continuation page as necessary.

SECTION A - ANNEXES

1. MANDATORY STANDARD PROVISIONS FOR U.S. NONGOVERNMENTAL RECIPIENTS

Please refer to the following website to access the above mentioned Provisions:

<http://www.usaid.gov/policy/ads/300/303maa.pdf>

2. STANDARD FORMS 424, 424A AND 424B, APPLICATION FOR FEDERAL ASSISTANCE, BUDGET INFORMATION-NON-CONSTRUCTION PROGRAMS AND ASSURANCES-NON-CONSTRUCTION PROGRAMS

The SF 424, SF 424A and SF 424B documents are not included but can be found at the following website:

<http://www.grants.gov>

3. MARKING UNDER ASSISTANCE-BRANDING STRATEGY – ASSISTANCE (December 2005)

(a) Definitions

Branding Strategy means a strategy that is submitted at the specific request of a USAID Agreement Officer by an Apparently Successful Applicant after evaluation of an application for USAID funding, describing how the program, project, or activity is named and positioned, and how it is promoted and communicated to beneficiaries and host country citizens. It identifies all donors and explains how they will be acknowledged.

Apparently Successful Applicant(s) means the applicant(s) for USAID funding recommended for an award after evaluation, but who has not yet been awarded a grant, cooperative agreement or other assistance award by the Agreement Officer. The Agreement Officer will request that the Apparently Successful Applicants submit a Branding Strategy and Marking Plan. Apparently Successful Applicant status confers no right and constitutes no USAID commitment to an award.

USAID Identity (Identity) means the official marking for the Agency, comprised of the USAID logo and new brandmark, which clearly communicates that our assistance is from the American people. The USAID Identity is available on the USAID website and is provided without royalty, license, or other fee to recipients of USAID-funded grants or cooperative agreements or other assistance awards or subawards.

(b) Submission. The Apparently Successful Applicant, upon request of the Agreement Officer, will submit and negotiate a Branding Strategy. The Branding Strategy will be included in and made a part of the resulting grant or cooperative agreement. The Branding Strategy will be negotiated within the time that the Agreement Officer

specifies. Failure to submit and negotiate a Branding Strategy will make the applicant ineligible for award of a grant or cooperative agreement. The Apparently Successful Applicant must include all estimated costs associated with branding and marking USAID programs, such as plaques, stickers, banners, press events and materials, and the like.

(c) Submission Requirements

At a minimum, the Apparently Successful Applicant's Branding Strategy will address the following:

(1) Positioning

What is the intended name of this program, project, or activity?

Guidelines: USAID prefers to have the USAID Identity included as part of the program or project name, such as a "title sponsor," if possible and appropriate. It is acceptable to "co-brand" the title with USAID's and the Apparently Successful Applicant's identities. For example: "The USAID and [Apparently Successful Applicant] Health Center."

If it would be inappropriate or is not possible to "brand" the project this way, such as when rehabilitating a structure that already exists or if there are multiple donors, please explain and indicate how you intend to showcase USAID's involvement in publicizing the program or project. *For example: School #123, rehabilitated by USAID and [Apparently Successful Applicant]/ [other donors].*

Note: the Agency prefers "made possible by (or with) the generous support of the American People" next to the USAID Identity in acknowledging our contribution, instead of the phrase "funded by." USAID prefers local language translations.

Will a program logo be developed and used consistently to identify this program? If yes, please attach a copy of the proposed program logo.

Note: USAID prefers to fund projects that do NOT have a separate logo or identity that competes with the USAID Identity.

(2) Program Communications and Publicity

Who are the primary and secondary audiences for this project or program?

Guidelines: Please include direct beneficiaries and any special target segments or influencers. For Example: Primary audience: schoolgirls age 8-12, Secondary audience: teachers and parents—specifically mothers.

What communications or program materials will be used to explain or market the program to beneficiaries?

Guidelines: These include training materials, posters, pamphlets, Public Service Announcements, billboards, websites, and so forth.

What is the main program message(s)?

Guidelines: For example: "Be tested for HIV-AIDS" or "Have your child inoculated. "Please indicate if you also plan to incorporate USAID's primary message – this aid is "from the American people" – into the narrative of program materials. This is optional; however, marking with the USAID Identity is required.

Will the recipient announce and promote publicly this program or project to host country citizens? If yes, what press and promotional activities are planned?

Guidelines: These may include media releases, press conferences, public events, and so forth. Note: incorporating the message, "USAID from the American People", and the USAID Identity is required.

Please provide any additional ideas about how to increase awareness that the American people support this project or program.

Guidelines: One of our goals is to ensure that both beneficiaries and host-country citizens know that the aid the Agency is providing is "from the American people." Please provide any initial ideas on how to further this goal.

(3) Acknowledgements

Will there be any direct involvement from a host-country government ministry? If yes, please indicate which one or ones. Will the recipient acknowledge the ministry as an additional cosponsor?

Note: it is perfectly acceptable and often encouraged for USAID to "co-brand" programs with government ministries.

Please indicate if there are any other groups whose logo or identity the recipient will use on program materials and related communications.

Guidelines: Please indicate if they are also a donor or why they will be visibly acknowledged, and if they will receive the same prominence as USAID.

(d) Award Criteria. The Agreement Officer will review the Branding Strategy for adequacy, ensuring that it contains the required information on naming and positioning the USAID-funded program, project, or activity, and promoting and communicating it to cooperating country beneficiaries and citizens. The Agreement Officer also will evaluate this information to ensure that it is consistent with the stated objectives of the award; with the Apparently Successful Applicant's cost data submissions; with the Apparently Successful Applicant's project, activity, or program performance plan; and with the regulatory requirements set out in 22 CFR 226.91. The Agreement Officer may obtain advice and recommendations from technical experts while performing the evaluation.

4. MARKING UNDER ASSISTANCE -MARKING PLAN – ASSISTANCE (December 2005)

(a) Definitions

Marking Plan means a plan that the Apparently Successful Applicant submits at the specific request of a USAID Agreement Officer after evaluation of an application for USAID funding, detailing the public communications, commodities, and program materials and other items that will visibly bear the USAID Identity. Recipients may request approval of Presumptive Exceptions to marking requirements in the Marking Plan.

Apparently Successful Applicant(s) means the applicant(s) for USAID funding recommended for an award after evaluation, but who has not yet been awarded a grant, cooperative agreement or other assistance award by the Agreement Officer. The Agreement Officer will request that Apparently Successful Applicants submit a Branding Strategy and Marking Plan. Apparently Successful Applicant status confers no right and constitutes no USAID commitment to an award, which the Agreement Officer must still obligate.

USAID Identity (Identity) means the official marking for the Agency, comprised of the USAID logo and new brandmark, which clearly communicates that our assistance is from the American people. The USAID Identity is available on the USAID website and USAID provides it without royalty, license, or other fee to recipients of USAID funded grants, cooperative agreements, or other assistance awards or subawards.

A **Presumptive Exception** exempts the applicant from the general marking requirements for a particular USAID-funded public communication, commodity, program material or other deliverable, or a category of USAID-funded public communications, commodities, program materials or other deliverables that would otherwise be required to visibly bear the USAID Identity. The Presumptive Exceptions are:

Presumptive Exception (i). USAID marking requirements may not apply if they would compromise the intrinsic independence or neutrality of a program or materials where independence or neutrality is an inherent aspect of the program and materials, such as election monitoring or ballots, and voter information literature; political party support or public policy advocacy or reform; independent media, such as television and radio broadcasts, newspaper articles and editorials; and public service announcements or public opinion polls and surveys (22 C.F.R. 226.91(h)(1)).

Presumptive Exception (ii). USAID marking requirements may not apply if they would diminish the credibility of audits, reports, analyses, studies, or policy recommendations whose data or findings must be seen as independent (22 C.F.R. 226.91(h)(2)).

Presumptive Exception (iii). USAID marking requirements may not apply if they would undercut host-country government “ownership” of constitutions, laws, regulations, policies, studies, assessments, reports, publications, surveys or audits, public service announcements, or other communications better positioned as “by” or “from” a cooperating country ministry or government official (22 C.F.R. 226.91(h)(3)).

Presumptive Exception (iv). USAID marking requirements may not apply if they would impair the functionality of an item, such as sterilized equipment or spare parts (22 C.F.R. 226.91(h)(4)).

Presumptive Exception (v). USAID marking requirements may not apply if they would incur substantial costs or be impractical, such as items too small or otherwise unsuited for individual marking, such as food in bulk (22 C.F.R. 226.91(h)(5)).

Presumptive Exception (vi). USAID marking requirements may not apply if they would offend local cultural or social norms, or be considered inappropriate on such items as condoms, toilets, bed pans, or similar commodities (22 C.F.R. 226.91(h)(6)).

Presumptive Exception (vii). USAID marking requirements may not apply if they would conflict with international law (22 C.F.R. 226.91(h)(7)).

(b) Submission. The Apparently Successful Applicant, upon the request of the Agreement Officer, will submit and negotiate a Marking Plan that addresses the details of the public communications, commodities, program materials that will visibly bear the USAID Identity. The marking plan will be customized for the particular program, project, or activity under the resultant grant or cooperative agreement. The plan will be included in and made a part of the resulting grant or cooperative agreement. USAID and the Apparently Successful Applicant will negotiate the Marking Plan within the time specified by the Agreement Officer. Failure to submit and negotiate a Marking Plan will make the applicant ineligible for award of a grant or cooperative agreement. The applicant must include an estimate of all costs associated with branding and marking USAID programs, such as plaques, labels, banners, press events, promotional materials, and so forth in the budget portion of its application. These costs are subject to revision and negotiation with the Agreement Officer upon submission of the Marking Plan and will be incorporated into the Total Estimated Amount of the grant, cooperative agreement or other assistance instrument.

(c) Submission Requirements. The Marking Plan will include the following:

(1) A description of the public communications, commodities, and program materials that the recipient will be produced as a part of the grant or cooperative agreement and which will visibly bear the USAID Identity. These include:

(i) program, project, or activity sites funded by USAID, including visible infrastructure projects or other programs, projects, or activities that are physical in nature;

(ii) technical assistance, studies, reports, papers, publications, audio-visual productions, public service announcements, Web sites/Internet activities and other promotional, informational, media, or communications products funded by USAID;

(iii) events financed by USAID, such as training courses, conferences, seminars, exhibitions, fairs, workshops, press conferences, and other public activities; and

(iv) all commodities financed by USAID, including commodities or equipment provided under humanitarian assistance or disaster relief programs, and all other equipment, supplies and other materials funded by USAID, and their export packaging.

(2) A table specifying:

(i) the program deliverables that the recipient will mark with the USAID Identity,

(ii) the type of marking and what materials the applicant will be used to mark the program deliverables with the USAID Identity, and

(iii) when in the performance period the applicant will mark the program deliverables, and where the applicant will place the marking.

(3) A table specifying:

(i) what program deliverables will not be marked with the USAID Identity, and

(ii) the rationale for not marking these program deliverables.

(d) Presumptive Exceptions.

(1) The Apparently Successful Applicant may request a Presumptive Exception as part of the overall Marking Plan submission. To request a Presumptive Exception, the Apparently Successful Applicant must identify which Presumptive Exception applies, and state why, in light of the Apparently Successful Applicant's technical application and in the context of the program description or program statement in the USAID Request For Application or Annual Program Statement, marking requirements should not be required.

(2) Specific guidelines for addressing each Presumptive Exception are:

(i) For Presumptive Exception (i), identify the USAID Strategic Objective, Interim Result, or program goal furthered by an appearance of neutrality, or state why the program, project, activity, commodity, or communication is 'intrinsically neutral.' Identify, by category or deliverable item, examples of program materials funded under the award for which you are seeking exception 1.

(ii) For Presumptive Exception (ii), state what data, studies, or other deliverables will be produced under the USAID funded award, and explain why the data, studies, or deliverables must be seen as credible.

(iii) For Presumptive Exception (iii), identify the item or media product produced under the USAID funded award, and explain why each item or product, or category of item and product, is better positioned as an item or product produced by the cooperating country government.

(iv) For Presumptive Exception (iv), identify the item or commodity to be marked, or

categories of items or commodities, and explain how marking would impair the item's or commodity's functionality.

(v) For Presumptive Exception (v), explain why marking would not be cost-beneficial or practical.

(vi) For Presumptive Exception (vi), identify the relevant cultural or social norm, and explain why marking would violate that norm or otherwise be inappropriate.

(vii) For Presumptive Exception (vii), identify the applicable international law violated by marking.

(3) The Agreement Officer will review the request for adequacy and reasonableness. In consultation with the Cognizant Technical Officer and other agency personnel as necessary, the Agreement Officer will approve or disapprove the requested Presumptive Exception. Approved exceptions will be made part of the approved Marking Plan, and will apply for the term of the award, unless provided otherwise.

(e) **Award Criteria:** The Agreement Officer will review the Marking Plan for adequacy and reasonableness, ensuring that it contains sufficient detail and information concerning public communications, commodities, and program materials that will visibly bear the USAID Identity. The Agreement Officer will evaluate the plan to ensure that it is consistent with the stated objectives of the award; with the applicant's cost data submissions; with the applicant's actual project, activity, or program performance plan; and with the regulatory requirements of 22 C.F.R 226.91. The Agreement Officer will approve or disapprove any requested Presumptive Exceptions (see paragraph (d)) on the basis of adequacy and reasonableness. The Agreement Officer may obtain advice and recommendations from technical experts while performing the evaluation.

5. MARKING UNDER USAID-FUNDED ASSISTANCE INSTRUMENTS (December 2005)

(a) Definitions

Commodities mean any material, article, supply, goods or equipment, excluding recipient offices, vehicles, and non-deliverable items for recipient's internal use, in administration of the USAID funded grant, cooperative agreement, or other agreement or subagreement.

Principal Officer means the most senior officer in a USAID Operating Unit in the field, e.g., USAID Mission Director or USAID Representative. For global programs managed from Washington but executed across many countries, such as disaster relief and assistance to internally displaced persons, humanitarian emergencies or immediate post conflict and political crisis response, the cognizant Principal Officer may be an Office Director, for example, the Directors of USAID/W/Office of Foreign Disaster Assistance and Office of Transition Initiatives. For non-presence countries, the cognizant Principal

Officer is the Senior USAID officer in a regional USAID Operating Unit responsible for the non-presence country, or in the absence of such a responsible operating unit, the Principal U.S Diplomatic Officer in the nonpresence country exercising delegated authority from USAID.

Programs mean an organized set of activities and allocation of resources directed toward a common purpose, objective, or goal undertaken or proposed by an organization to carry out the responsibilities assigned to it.

Projects include all the marginal costs of inputs (including the proposed investment) technically required to produce a discrete marketable output or a desired result (for example, services from a fully functional water/sewage treatment facility).

Public communications are documents and messages intended for distribution to audiences external to the recipient's organization. They include, but are not limited to, correspondence, publications, studies, reports, audio visual productions, and other informational products; applications, forms, press and promotional materials used in connection with USAID funded programs, projects or activities, including signage and plaques; Web sites/Internet activities; and events such as training courses, conferences, seminars, press conferences and so forth.

Subrecipient means any person or government (including cooperating country government) department, agency, establishment, or for profit or nonprofit organization that receives a USAID subaward, as defined in 22 C.F.R. 226.2.

Technical Assistance means the provision of funds, goods, services, or other foreign assistance, such as loan guarantees or food for work, to developing countries and other USAID recipients, and through such recipients to subrecipients, in direct support of a development objective – as opposed to the internal management of the foreign assistance program.

USAID Identity (Identity) means the official marking for the United States Agency for International Development (USAID), comprised of the USAID logo or seal and new brandmark, with the tagline that clearly communicates that our assistance is “from the American people.” The USAID Identity is available on the USAID website at www.usaid.gov/branding and USAID provides it without royalty, license, or other fee to recipients of USAID-funded grants, or cooperative agreements, or other assistance awards

(b) Marking of Program Deliverables

(1) All recipients must mark appropriately all overseas programs, projects, activities, public communications, and commodities partially or fully funded by a USAID grant or cooperative agreement or other assistance award or subaward with the USAID Identity, of a size and prominence equivalent to or greater than the recipient's, other donor's, or any other third party's identity or logo.

(2) The Recipient will mark all program, project, or activity sites funded by USAID, including visible infrastructure projects (for example, roads, bridges, buildings) or other programs, projects, or activities that are physical in nature (for example, agriculture, forestry, water management) with the USAID Identity.

The Recipient should erect temporary signs or plaques early in the construction or implementation phase. When construction or implementation is complete, the Recipient must install a permanent, durable sign, plaque or other marking.

(3) The Recipient will mark technical assistance, studies, reports, papers, publications, audiovisual productions, public service announcements, Web sites/Internet activities and other promotional, informational, media, or communications products funded by USAID with the USAID Identity.

(4) The Recipient will appropriately mark events financed by USAID, such as training courses, conferences, seminars, exhibitions, fairs, workshops, press conferences and other public activities, with the USAID Identity. Unless directly prohibited and as appropriate to the surroundings, recipients should display additional materials, such as signs and banners, with the USAID Identity. In circumstances in which the USAID Identity cannot be displayed visually, the recipient is encouraged otherwise to acknowledge USAID and the American people's support.

(5) The Recipient will mark all commodities financed by USAID, including commodities or equipment provided under humanitarian assistance or disaster relief programs, and all other equipment, supplies, and other materials funded by USAID, and their export packaging with the USAID Identity.

(6) The Agreement Officer may require the USAID Identity to be larger and more prominent if it is the majority donor, or to require that a cooperating country government's identity be larger and more prominent if circumstances warrant, and as appropriate depending on the audience, program goals, and materials produced.

(7) The Agreement Officer may require marking with the USAID Identity in the event that the recipient does not choose to mark with its own identity or logo.

(8) The Agreement Officer may require a pre-production review of USAID-funded public communications and program materials for compliance with the approved Marking Plan.

(9) Subrecipients. To ensure that the marking requirements "flow down" to subrecipients of subawards, recipients of USAID funded grants and cooperative agreements or other assistance awards will include the USAID-approved marking provision in any USAID funded subaward, as follows:

"As a condition of receipt of this subaward, marking with the USAID Identity of a size and prominence equivalent to or greater than the recipient's, subrecipient's, other donor's or third party's is required. In the event the recipient chooses not to require

marking with its own identity or logo by the subrecipient, USAID may, at its discretion, require marking by the subrecipient with the USAID Identity.”

(10) Any ‘public communications’, as defined in 22 C.F.R. 226.2, funded by USAID, in which the content has not been approved by USAID, must contain the following disclaimer:

“This study/report/audio/visual/other information/media product (specify) is made possible by the generous support of the American people through the United States Agency for International Development (USAID). The contents are the responsibility of [insert recipient name] and do not necessarily reflect the views of USAID or the United States Government.”

(11) The recipient will provide the Cognizant Technical Officer (CTO) or other USAID personnel designated in the grant or cooperative agreement with two copies of all program and communications materials produced under the award. In addition, the recipient will submit one electronic or one hard copy of all final documents to USAID’s Development Experience Clearinghouse.

(c) Implementation of marking requirements.

(1) When the grant or cooperative agreement contains an approved Marking Plan, the recipient will implement the requirements of this provision following the approved Marking Plan.

(2) When the grant or cooperative agreement does not contain an approved Marking Plan, the recipient will propose and submit a plan for implementing the requirements of this provision within 45 days after the effective date of this provision. The plan will include:

(i) A description of the program deliverables specified in paragraph (b) of this provision that the recipient will produce as a part of the grant or cooperative agreement and which will visibly bear the USAID Identity.

(ii) the type of marking and what materials the applicant uses to mark the program deliverables with the USAID Identity,

(iii) when in the performance period the applicant will mark the program deliverables, and where the applicant will place the marking,

(3) The recipient may request program deliverables not be marked with the USAID Identity by identifying the program deliverables and providing a rationale for not marking these program deliverables. Program deliverables may be exempted from USAID marking requirements when:

(i) USAID marking requirements would compromise the intrinsic independence or neutrality of a program or materials where independence or neutrality is an inherent

aspect of the program and materials;

(ii) USAID marking requirements would diminish the credibility of audits, reports, analyses, studies, or policy recommendations whose data or findings must be seen as independent;

(iii) USAID marking requirements would undercut host-country government “ownership” of constitutions, laws, regulations, policies, studies, assessments, reports, publications, surveys or audits, public service announcements, or other communications better positioned as “by” or “from” a cooperating country ministry or government official;

(iv) USAID marking requirements would impair the functionality of an item;

(v) USAID marking requirements would incur substantial costs or be impractical;

(vi) USAID marking requirements would offend local cultural or social norms, or be considered inappropriate;

(vii) USAID marking requirements would conflict with international law.

(4) The proposed plan for implementing the requirements of this provision, including any proposed exemptions, will be negotiated within the time specified by the Agreement Officer after receipt of the proposed plan. Failure to negotiate an approved plan with the time specified by the Agreement Officer may be considered as noncompliance with the requirements is provision.

(d) Waivers.

(1) The recipient may request a waiver of the Marking Plan or of the marking requirements of this provision, in whole or in part, for each program, project, activity, public communication or commodity, or, in exceptional circumstances, for a region or country, when USAID required marking would pose compelling political, safety, or security concerns, or when marking would have an adverse impact in the cooperating country. The recipient will submit the request through the Cognizant Technical Officer. The Principal Officer is responsible for approvals or disapprovals of waiver requests.

(2) The request will describe the compelling political, safety, security concerns, or adverse impact that require a waiver, detail the circumstances and rationale for the waiver, detail the specific requirements to be waived, the specific portion of the Marking Plan to be waived, or specific marking to be waived, and include a description of how program materials will be marked (if at all) if the USAID Identity is removed. The request should also provide a rationale for any use of recipient’s own identity/logo or that of a third party on materials that will be subject to the waiver.

(3) Approved waivers are not limited in duration but are subject to Principal Officer review at any time, due to changed circumstances.

(4) Approved waivers “flow down” to recipients of subawards unless specified otherwise. The waiver may also include the removal of USAID markings already affixed, if circumstances warrant.

(5) Determinations regarding waiver requests are subject to appeal to the Principal Officer’s cognizant Assistant Administrator. The recipient may appeal by submitting a written request to reconsider the Principal Officer’s waiver determination to the cognizant Assistant Administrator.

(e) Non-retroactivity. The requirements of this provision do apply to any materials, events, or commodities produced prior to January 2, 2006. The requirements of this provision do not apply to program, project, or activity sites funded by USAID, including visible infrastructure projects (for example, roads, bridges, buildings) or other programs, projects, or activities that are physical in nature (for example, agriculture, forestry, water management) where the construction and implementation of these are complete prior to January 2, 2006 and the period of the grant does not extend past January 2, 2006.

USEFUL REFERENCES

All documents listed below are intended only as sources for background information that may be helpful to applicants, but are not a part of this RFA.

Transparency International: 2009 Global Corruption Barometer

http://www.transparency.org/news_room/in_focus/2009/gcb2009

Transparency International: 2009 Corruptions Perceptions Index, Regional Highlights

http://www.transparency.org/policy_research/surveys_indices/cpi/2009/regional_highlights

NED CIMA: Global Investigative Journalism, Strategies for Support, 2007

http://www.ned.org/cima/CIMA-Investigative_Journalism_Report.pdf

Committee to Protect Journalists

<http://cpj.org/killed/>

Freedom House Nations in Transit: 2010 Edition

http://www.freedomhouse.hu/index.php?option=com_content&view=article&id=321:nations-in-transit-2010&catid=46:nations-in-transit&Itemid=121

IREX Media Sustainability Index: 2010 Edition

http://www.irex.org/programs/MSI_EUR/index.asp

ITU 2010 ICT Development Index

<http://www.itu.int/ITU-D/ict/publications/idi/2010/index.html>

ITU Info Society Statistical Profiles - CIS

http://www.itu.int/dms_pub/itu-d/opb/ind/D-IND-RPM.CIS-2009-PDF-E.pdf

SCOOP Investigative Journalism Support Network

<http://i-scoop.org/index.php?id=4>

Open Society Institute, *Footprint of Financial Crisis in Media*, January 2010

http://www.soros.org/initiatives/media/articles_publications/publications/financial-crisis-media-20091201

European Fund for Investigative Journalism

<http://www.journalismfund.eu/>