Issue Date: March 12, 2024
Deadline for Question: March 25, 2024
Closing Date: April 24, 2024
Closing Time: 4:00 pm EST

Subject: Notice of Funding Opportunity Number: 72052124RFA00002

Program Title: Health Service Delivery – Fòtifye Manje pou Ranfòse Sante ("Strengthening Food to Boost Health") (FÒTIFYE) Activity

Federal Assistance Listing Number: 98.001

Ladies/Gentlemen:

The United States Agency for International Development (USAID) is seeking applications for a cooperative agreement from qualified entities to implement the Fòtifye Manje pou Ranfòse Sante ("Strengthening Food to Boost Health") (FÒTIFYE). Eligibility for this award is not restricted.

USAID intends to make an award to the applicant who best meets the objectives of this funding opportunity based on the merit review criteria described in this NOFO subject to a risk assessment. Eligible parties interested in submitting an application are encouraged to read this NOFO thoroughly to understand the type of program sought, application submission requirements and selection process.

To be eligible for award, the applicant must provide all information as required in this NOFO and meet eligibility standards in Section C of this NOFO. This funding opportunity is posted on www.grants.gov, and may be amended. It is the responsibility of the applicant to regularly check the website to ensure they have the latest information pertaining to this notice of funding opportunity and to ensure that the NOFO has been received from the internet in its entirety. USAID bears no responsibility for data errors resulting from transmission or conversion process. If you have difficulty registering on www.grants.gov or accessing the NOFO, please contact the Grants.gov Helpdesk at 1-800-518-4726 or via email at support@grants.gov for technical assistance.

USAID may not award to an applicant unless the applicant has complied with all applicable **Unique Entity identifier and System for Award Management (SAM) requirements** detailed in Section **D.6.g**. The registration process may take many weeks to complete. Therefore, applicants are encouraged to begin registration early in the process.

Please send any questions to the point(s) of contact identified in Section G. The deadline for questions is shown above. Responses to questions received prior to the deadline will be furnished to all potential applicants through an amendment to this notice posted to www.grants.gov.

Issuance of this notice of funding opportunity does not constitute an award commitment on the part of the Government nor does it commit the Government to pay for any costs incurred in preparation or submission of comments/suggestions or an application. Applications are submitted at the risk of the applicants. All preparation and submission costs are at the applicant's expense.

Thank you for your interest in USAID programs.

Sincerely,

Alina Menicucci

Digitally signed by Alina Menicucci
Date: 2024.03.12 09:51:19 -04'00'

Alina Menicucci
Agreement Officer

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SECTION A: PROGRAM DESCRIPTION

This funding opportunity is authorized under the Foreign Assistance Act (FAA) of 1961, as amended. The resulting award will be subject to 2 CFR 200 – Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, and USAID's supplement, 2 CFR 700, as well as the additional requirements found in Section F.

1. INTRODUCTION

The United States Agency for International Development (USAID) mission in Haiti is issuing this Funding Opportunity to solicit technical applications for *Fòtifye Manje pou Ranfòse Sante* ("StrengthenIng Food to Boost Health"), abbreviated to "Fòtifye", a $6 million, five-year nutrition Activity designed to advance large scale food fortification through sustainable, equitable, enhanced access to micronutrients with a focus on maternal and child nutrition; (for the purposes of this Activity, we will only consider large-scale food fortification including targeted fortification, such as complementary foods for infants.) This is intended to improve the health of the population as a whole, and in particular pregnant women and families with infants and young children.

This new Activity will build on aspects of work conducted by the RANFOSE Activity (2017-2024), to enhance availability of fortified food through the private sector, exploring additional food vehicles based on a recent market analysis (See Annex 4 for the Final Evaluation of RANFOSE and Annex 5 for the LSFF Market Analysis in Haiti). This new Activity will also support the Government of Haiti to implement in-country regulations required for implementation of the 2017 Food Fortification law. In addition, there will be a component on improving the availability, accessibility, and quality of fortified complementary food for preschool age children and pregnant women.

2. BACKGROUND

Large Scale Food Fortification

Ensuring that micronutrients are mixed into the most appropriate food-types for the local market in a way that provides sufficient stability, assists in developing a dietary "safety net" and is key to successful large scale food fortification initiative. Diets and food consumption patterns change over time; therefore it is essential to conduct periodic assessments to determine the ongoing relevance and contribution of LSFF to dietary adequacy.

Unlike other nutritional interventions, when food fortification is done at scale using food items already adequately consumed by most of the population, then no change in consumer behavior is required. This makes it one of the easiest nutritional interventions to improve population health. However, even if population reach and consumption of the food vehicle is guaranteed, the micronutrient's impact depends upon their bioavailability and bioconversion. When this is not the case or when the amount consumed by key populations is insufficient, other interventions are needed. USAID/Haiti's approach to improving nutrition involves multiple strands, and this Activity is only focused on LSFF.[1]

LSFF is cost effective if it is well designed and implemented under the appropriate conditions. Fortifying salt with iodine costs around $0.01/year per person, sugar with vitamin A $0.04/year per person, and fortification of wheat flour with multiple micronutrients in the range of $0.04-0.20/year per person. In any case, the increment in the price of the fortified products is lower than 3%.

While there are international recommendations established by WHO for the contents of fortification, these need to be adjusted to the national context, which is a process not always done in preparation of national standards.[2] Where different programs are at variance with international standards, it is important to pursue mutual recognition between neighboring countries so as not to introduce trade barriers.

Furthermore, unless there is a clear program of internal (quality control and quality assurance), and external (and import) monitoring (inspection and auditing) for quality assurance to verify compliance with the standards, then the benefits of LSFF programs are likely to under-deliver. Where standards and international recommendations are not met or maintained, this weakens the international evidence base for such programs.

USAID has been working on FFIs for five decades and in February 2022, the Agency published a LSFF Programming Guide.[3] This recognizes the potential for LSFF to improve diets and nutrition, which forms a key element in reducing malnutrition in children under 5 years of age, and addressing the nutritional needs of women of reproductive age. Alongside the Programming Guide, USAID implemented the 'Advancing Food Fortification Opportunities to Reinforce Diets' (USAID AFFORD) project, part of the US Government's Feed the Future Initiative. Together, these will assist countries as they work towards the Sustainable Development Goal 2.2. relating to malnutrition.[4]

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[1] Dary, O., M. Guamuch-Castañeda, and J. O. Mora. "Food fortification: technological aspects." (2022).

[2] World Health Organization. 2020. 'Global Anaemia Reduction Efforts among Women of Reproductive Age: Impact, Achievement of Targets and the Way Forward for Optimizing Efforts'. Geneva, Switzerland: World Health Organization. https://www.who.int/publications-detail-redirect/9789240012202

[3] USAID 2022, ibid.

[4] WHO. n.d. 'SDG Target 2.2 Malnutrition'. Accessed 27 June 2023. https://www.who.int/data/gho/data/themes/topics/sdg-target-2_2-malnutrition

The situation in Haiti

Although Haiti saw a positive trend in key nutrition indicators in the two decades preceding the most recent Demographic Health Survey (DHS) 2016-2017,[5] more recent surveys reveal backsliding. Stunting was 22 percent in 2017 and rose to 23 percent in 2022. The global acute malnutrition rate in Haiti is 5.1 percent (2022 SMART survey),[6] while it was calculated at 4 percent in the DHS.[7] Severe acute malnutrition (SAM) as measured by wasting, was 0.8 percent in the 2017 DHS, while in the 2022 SAM survey it was recorded at 1.4 percent. [8]

In March 2023, the World Food Program reported that food inflation had reached 88 percent in January in Haiti, compared to the previous year, while the value of the Haitian gourde was down 45 percent against the US dollar.[9]

According to an analysis conducted for the period March to June 2023 by the Government of Haiti's National Coordination Office of Food Security (CNSA), 4.9 million out of 11.5 million Haitians were acutely food insecure and in urgent need of humanitarian assistance.[10] The high levels of food insecurity resulted from consecutive years of reduced cereal harvests, elevated food prices, exacerbated by worsening insecurity and natural disasters, which reduced income-earning opportunities, amid difficult macroeconomic conditions.[11] This is likely to heighten food insecurity in the near future.

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[5] Institut Haïtien de l'Enfance (IHE) et ICF. 2018. 'Enquête Mortalité, Morbidité et Utilisation Des Services (EMMUS-VI 2016-2017)'. Pétion-Ville, Haïti, et Rockville, Maryland, USA: IHE et ICF. https://dhsprogram.com/publications/publication-fr326-dhs-final-reports.cfm

[6] Ministère de la Santé Publique et de la Population (MSPP) Haïti Enquête Nutritionnelle Nationale SMART

Janvier 2023 - Haïti

[7] NOTE: SAM measurements (2022) are not strictly comparable to 2017 data (wasting and mid-upper arm circumference compared to wasting alone).

[8] Ritchie, Hannah, and Max Roser. 2023. 'Micronutrient Deficiency'. Our World in Data. 2023. https://ourworldindata.org/grapher/prevalence-of-anemia-in-pregnant-women?country=OWID_WRL~Latin+America+and+Caribbean~HTI

[9] Khorsandi, Peyvand. 2023. '"Haiti Can't Wait": People on the Brink as Hunger Levels Rise, Warns Food Security Report | World Food Programme'. 24 March 2023. https://www.wfp.org/stories/haiti-cant-wait-people-brink-hunger-levels-rise-warns-food-security-report

[10] CNSA. 2023. 'Haïti : 4,9 millions de personnes sont en insécurité alimentaire et nécessitent une aide humanitaire d'urgence (Communiqué de Presse IPC Mars 2023)'. https://www.cnsahaiti.org/haiti-49-millions-de-personnes-sont-en-insecurite-alimentaire-et-necessitent-une-aide-humanitaire-durgence-communique-de-presse-ipc-mars-2023/

[11] CIA World Factbook. 2022. 'Food Insecurity - 2022 World Factbook Archive'. 2022. https://www.cia.gov/the-world-factbook/about/archives/2022/field/food-insecurity/

Progress on LSFF in Haiti

USAID's most recent support to the Government of Haiti's (GOH) food fortification interventions coincided with the introduction of the Food Fortification law, which made the fortification of salt, wheat flour, and oil mandatory in 2017.[12] By 2023, standards to implement the law had still not been enacted. These standards were expected to be approved by the Council of Ministers based on recommendations from the Ministry of Health (MSPP) and the Ministry of Agriculture. However, discussions with the Prime Minister in late November 2023 provided renewed optimism and USAID anticipates that the standards will be signed soon, although there remains scope for revising these further.

From 2017 RANFOSE's stakeholder engagement, including through training and workshops with the GOH and private sector partners, created a shared understanding, commitment and vision for the roll out of fortified foods in Haiti. The Activity contributed to establishing a Food Fortification Working Group (FFWG) with key government and private sector stakeholders to build consensus and support implementation of food fortification according to the national standards; support local industries and importers in distributing adequate and safe fortified foods; and strengthen actions to ensure compliance and safety.

The final evaluation of the RANFOSE Activity (September 2023) identified market barriers affecting both the demand for and supply of fortified food in Haiti. The evaluation found that despite the lack of standards, fortified foods were available in urban areas but not available in markets or in all surveyed shops. Fortified food was apparently more expensive than non-fortified products, and this was attributed to high import duties for premix; and low agricultural production in Haiti.

The absence of ratification of the standards meant there was no obligation to comply with fortification. Until the standards are both approved and implemented LSFF remains voluntary. This perpetuates concerns about unfair competition when some suppliers are fortifying their food, while others in the same sector are not. In the absence of a formal mechanism, RANFOSE sought to broker the use of a "fortified food" logo. While this is not an adequate long term substitute for enforcement, it represented a pragmatic approach. However, by mid-2023, this had yet to be implemented in part due to the approval of the regulations and the costs of testing. The imminent approval of the national standards should enable that to take on greater importance.

In addition, as part of its Resilience Food Security Activity (RFSA) managed by the Office of Humanitarian Assistance (OHA), USAID distributes U.S. Title II commodities including fortified oil, cereals, and blended flours, combined with locally available nutrient-rich foods in collaboration with the private sector. The blended and fortified food help improve overall nutritional status for the Haitian population and more specifically over 17,000 direct beneficiary households who receive vouchers to obtain these food products from local distributors.

[12] *Loi portant sur la Fortification des Aliments en Micronutriments*, Le Moniteur, 2017

Previously, USAID/Haiti's Office of Economic Growth and Agricultural Development (EGAD) introduced a bio-fortification project for maize, to improve the intake of Vitamin A through REFERANS (2015-2018). One of REFERANS interventions helped establish a grain processing center that was managed by a women producer's association. Aside from grains, the center also produced the food blend AKAMIL for feeding 1,313 children with moderate or severe malnutrition and 1,043 pregnant and lactating women. Production was relatively small scale, and the AKAMIL product was not fortified.

USAID's Market Analysis of LSFF in Haiti (2023) considered a number of food vehicles, including fortified blended food and fortified complementary food supplements, suitable for LSFF. The report includes the feasibility, justification, and public health impact for each one.

3. OBJECTIVES

FÒTIFYE's overall goal is to **increase equitable access to micronutrients through Large Scale Food Fortification (LSFF) in Haiti**, with a focus on maternal and child nutrition**.** To achieve this goal, FÒTIFYE will focus on three specific objectives:

1. Enhancing and sustaining the availability and affordability of fortified food through the private sector in collaboration with USG funded agricultural market system development activities;
2. Improving quality control and quality assurance of food fortification by the Government of Haiti; and
3. Improving the availability, access to and acceptance of safe quality fortified complementary food for families with infants and young children.

USAID expects FÒTIFYE to safely reduce micronutrient inadequacies and improve diets by supporting large-scale food fortification (LSFF) of staple foods and condiments. This will be achieved by facilitating sustainable improvements through the private sector and in partnership with the Government of Haiti, so that USAID can reduce its support for large scale food fortification by the end of this five-year Activity.

Geographic Scope

This Activity will primarily work with private sector partners, who tend to be located in and around Port Au Prince, but may be located elsewhere in Haiti, and with the central departments of the Government of Haiti. The outcome of this work should benefit people across the entire country.

Expected Results

<table>
<tr><th colspan="3">Goal: Increase equitable access to micronutrients through Large Scale Food Fortification (LSFF) in Haiti, with a focus on maternal and child nutrition</th></tr>
<tr><td>Intermediate Result 1 (IR1): Sustainability and availability of fortified food through the private sector enhanced</td><td>Intermediate Result 2 (IR2): Government of Haiti monitoring and quality assurance of food fortification enhanced</td><td>Intermediate Result 3 (IR3): Availability, access to and acceptance of safe quality fortified complementary food for families with infants and young children improved</td></tr>
<tr><td>Sub-IR1.1: Variety of fortified primary food vehicles produced by key partners expanded, including based on opportunities identified by USAID’s Market Analysis (2023)</td><td>Sub-IR2.1: National LSFF strategies, policies, regulations, and standards reviewed, implemented, monitored and evaluated</td><td>Sub-IR3.1: Availability and access to new(ly) fortified quality complementary food for families with infants and young children enhanced</td></tr>
<tr><td>Sub-IR1.2: Sustainability and effectiveness of the Food Fortification Working Group to improve private sector compliance with fortification standards enhanced</td><td>Sub-IR2.2: The capacity of the government to inspect and enforce food fortification standards, including labeling, claims and advertising (within overall monitoring and enforcement of food quality and safety standards) strengthened</td><td rowspan="3">Sub-IR3.2: Effective marketing of fortified complementary food to families with infants and young children</td></tr>
<tr><td>Sub-IR1.3: Food industry compliance with fortification standards through business development, food technology and quality assurance and control, and marketing guidance strengthened</td><td rowspan="2">Sub-IR2.3: Academic institutions strengthened and commissioned to work with the government to conduct surveys, surveillance and analyses (market, household and individual data) to guide food fortification program planning, implementation, monitoring and evaluation</td></tr>
<tr><td>Sub-IR1.4 International cooperation and collaboration strengthened</td></tr>
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Intermediate Result 1 (IR1): Enhancing and sustaining the availability of fortified food through the private sector in collaboration with USG funded agricultural market system development activities.

IR1 is intended to ensure that LSFF of staple foods is in compliance with national fortification standards for salt, wheat flour, and oil, and that internationally accepted practices for other fortification vehicles such as rice are expanded and sustained by the private sector. The Nutrition Activity will work with the Haiti Resilience and Agriculture Sector Advancement (HRASA) project on the possibility of fortifying commodities produced by private partners involved in market system development partnerships.

By the end of this Activity, it is anticipated that:

1. LSFF is expanded and sustained by the private sector. Through incentivization and the reduction of market barriers, food processors invest in their businesses and build their own capacity to produce fortified food.
2. There will be an increase in the availability and affordability of fortified food that meets national or international standards through both existing and new food vehicles;
3. USAID can purposefully transition the secretariat of the Food Fortification Working Group from the implementer to the GOH and private sector partners

Sub-IR1.1: Variety of fortified primary food vehicles produced by key partners expanded, based on opportunities identified by USAID's Market Analysis (2023).

In mid-2023 USAID AFFORD conducted a Market Analysis, which identified additional food-types that are widely consumed but not yet fortified. The Activity will support the expansion of food fortification to additional food vehicles identified in the market analysis that could be cost effective and realistic to be developed in Haiti, as well as any others identified. This requires the identification of additional food vehicles, and the type of fortification required with safe limits and the necessary government and private sector agreements to proceed. To be successful, these may require agreement from the GOH to amend the 2017 Food Fortification law to ensure compliance with monitoring at the point of import and regular laboratory samples, although in the interim voluntary arrangements might be possible where a supplier holds a substantial share of the market.

Sub-IR1.2: Sustainability and effectiveness of Food Fortification Working Group to improve private sector compliance with fortification standards enhanced

Achieving and sustaining compliance with fortification standards is a fundamental aspect of this new Activity. USAID supports the quarterly Food Fortification Working Group (FFWG) in Haiti, which has been co-chaired by the MSPP and RANFOSE. The FFWG provides an important forum to raise awareness of both the importance and compliance requirements for LSFF with existing and new private sector partners. Previously food fortification standards were created collaboratively through the FFWG. Maintaining momentum for LSFF with the GOH and private sector partners will be essential for FÒTIFYE to succeed. Discussions will include private sector partners involved in market system building under USAID's HRASA project.

Interventions that could be undertaken through the FFWG in the future could include:

- Bringing partners together to share ideas and best practices
- Creating one voice to promote solutions to the GOH for ways of overcoming obstacles and barriers to LSFF
- Discussing the pertinence of the rollout of the "Fortified Food" logo linked to achievement of verifiable application of fortification
- Identify training needs among the private and public sector entities
- Monitor and improve the availability of fortified foods to other geographical departments and rural areas
- Review periodic reports of the performance of the fortification products and make recommendations as necessary to the relevant stakeholders.

Initially, the FFWG and industry can be supported by FÒTIFYE, however as part of a deliberate, planned exit strategy, the Activity will need to discuss and agree when and how these can be transitioned to self-sustaining local partners. This could be, for example, through an income-generating partnership with a university, and therefore FÒTIFYE will need to provide technical assistance to any such partner to enable them to take on that role.

Sub-IR1.3: Food industry compliance with fortification standards through business development, food technology and quality assurance and control, and marketing guidance strengthened.

As it was identified that one of the constraints was the lack of resources to introduce the process required for fortifying food, it might be appropriate for FÒTIFYE to provide matching grants and other incentive mechanisms that reduce one-off costs and improve profitability. Interventions may include support for product development, the upgrading of production equipment to incorporate the fortification processes, distribution and marketing, introduction of logo and other labeling requirements, and quality assurance and control.[13]

Sub-IR1.4: International cooperation and collaboration strengthened

This element has two distinct strands. This component will require work with various stakeholders that include USAID's Bureau for Humanitarian Assistance (BHA), as well as companies and

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[13] In early 2024 USAID Haiti began a new Integrated Social and Behavior Change Communication Activity, with the remit for population-focused SBC interventions. Consequently, FÒTIFYE's communication interventions will be limited to focusing on behavior change with professionals in the private sector and government. This can include support to the private sector on the fair applicability of a fortified food logo and coordinate with the SBC Activity on logo-awareness.

international organizations, such as the World Bank, the UN Food and Agriculture Organization, the World Food Program, and UNICEF's local suppliers, focused in the area of Specialized Nutritious Foods (SNF), such as fortified rice and oil, and fortified blended flours. The SNF are mostly aimed at humanitarian assistance and institutional feeding programs.

Second, for some food vehicles there are a very small number of companies in other countries that are supplying the Haitian market, such as rice, which has become a main staple in Haiti. The Activity will be expected to influence producers at source in the country of origin, to fortify their products prior to importation into Haiti. These suppliers may fortify based on their national standards, although later the feasibility of adopting a fortification formula adjusted to the Haitian context should be assessed. This may not require an immediate change in the legislation but an agreement between countries to benefit the Haitian population with fortified products.

For both elements, FÒTIFYE will be expected to develop an engagement strategy and actively identify opportunities, facilitators and approaches that will assist in the delivery of these objectives.

Intermediate Result 2 (IR2): Government of Haiti monitoring and quality assurance of fortification enhanced

IR2 will ensure that the enabling environment and regulatory monitoring and enforcement of LSFF is strengthened and extended through the public sector. By the end of this Activity, it is anticipated that systems to monitor and disseminate progress of fortification based on the National Standards will have been approved and will be in place.

The GOH plays a key role in regulation and enforcement, and therefore should be an integral partner of FÒTIFYE by a) collaborating on project interventions, b) providing political leadership and support, and thereby, ultimately, and c) strengthening ownership and the sustainability of food fortification.

Sub-IR2.1: National LSFF strategies, policies, regulations, and standards reviewed, implemented, monitored and evaluated.

National insecurity and unrest combined with natural disasters mean that it has been difficult for the GOH to prioritize codifying text to enforce the food fortification law. USAID anticipates that the standards will be signed before FÒTIFYE begins. For LSFF to be successful, implementation of the standards will be a priority for this new Activity, which requires identifying barriers and providing technical assistance to overcome them. This applies to the monitoring of food fortified in Haiti; systems to monitor food lawfully imported; as well as mitigating the impact of smuggling into the country.

Assisting the government to budget for the implementation, monitoring and evaluation of these standards will form a core part of developing sustainability. Exploring ways of funding these, to cover the cost of implementation and monitoring, will form part of the expectations for this Activity.

FÒTIFYE will need to work with other stakeholders and the GOH to ensure the custom tariffs on the imported premixes, reflect the aims of the Government's food fortification policies.

Sub-IR2.2: The capacity of the government to inspect and enforce food fortification standards, including labeling, claims and advertising (within overall monitoring and enforcement of food quality and safety standards) strengthened.

FÒTIFYE will be expected to support and develop together with the national stakeholders a simple, low cost, and practical inspection and auditing system to ensure constant monitoring of the program at factories, importation sites and markets.

Insecurity has prevented the previous RANFOSE Activity from transferring equipment to the National Laboratory for Food Quality Control (National Laboratory), although they did manage to explore parallel routes for introducing rapid testing, as well as more frequent use of simple qualitative assays.

While some of the analytical equipment offers excellence in sample analysis, it might not be suited to Haiti's fragile infrastructure. The successful applicant should determine whether the existing equipment can be used and if not, should work with local stakeholders to determine what appropriate and sustainable testing solutions can be deployed.

Sub-IR2.3: Academic institutions strengthened and commissioned to work with the government to conduct surveys, surveillance, and analyses (market, household and individual data) to guide food fortification program planning, implementation, monitoring and evaluation.

FÒTIFYE will be expected to support the GOH's Food Control Authorities including the National Laboratory, and in the near-term explore a complementary, independent monitoring and evaluation system through alternative stakeholders, such as Universities. This could offer a more realistic prospect of having the capacity to collect and test samples periodically. Where that is the case, FÒTIFYE should conduct an assessment of the need for training, and technical assistance to ensure the provider can offer a sustainable, long-term solution to the government.

If a university is selected as a stakeholder, then it could be advantageous to make use of the students to gather information on the status of fortified food in their field placements.

In the medium to long term, FÒTIFYE will need to identify a local partner who either has the capability, or who can be assisted to implement the required standards, to regularly conduct independent sample monitoring and surveys and market analyses to inform food fortification policy.

Intermediate Result 3 (IR3): Availability, access to and acceptance of safe quality fortified complementary food for families with infants and young children improved.

IR3 will work with producers to improve the availability, access to and acceptance of quality, fortified food that specifically targets pregnant women and families with infants and young children. By the end of this Activity, it is anticipated that families across the country will have access to a competitively priced, high quality, new(ly) fortified food vehicle designed for pregnant women, infants, and young children.

Sub-IR3.1: Availability and access to new(ly) fortified quality complementary food for families with infants and young children enhanced.

The first thousand days of life are crucial to the future well being of a child. Through this Activity, USAID expects to see one or more complementary fortified foods aimed at pregnant women, infants and young children being made available at scale. This will require technical assistance to work with the producers and distributors of akamil (a mixture of corn and beans, rice and beans and/or wheat and beans that resembles instant oatmeal typical of the Haitian diet) or akasan-type food vehicles (akasan is a corn flour-based shake popular in Haiti). This could include technical assistance to producers on the safe formulation and testing for improving products.

Sub-IR3.2: Effective marketing of complementary food to families with infants and young children.

There is likely to be a need to market the importance of complementary foods to this audience. FÒTIFYE could explore provision of matching grants to the private sector to assist with the market research, design and a product launch campaign. As with IR1.3, this will require close collaboration with the new USAID Social and Behavior Change Activity to ensure synergy of resources, for messages that are direct to recipients.

4. OPERATING CONSIDERATIONS AND CONSTRAINTS

USAID/Haiti Guiding Principles

USAID considers the following to be characteristics of a successful Activity:

- Country ownership: Ensuring GOH leadership in the coordination of all interventions to ensure sustainability and institutionalize capacity building support.
- Equitable, strategic partnerships and local resources: Promoting equitable and collaborative relationships among implementing partners, including private sector organizations, local, regional and/or international non-governmental in the development and humanitarian sectors, to draw on their local knowledge, expertise, and relationships, and to institutionalize change. This includes engagement with cultural gatekeepers and other sources of local knowledge to deepen understanding of social norms, contexts, and risk factors in different regions of the country.

- Private Sector Engagement: Ensuring alignment with USAID’ Private Sector Engagement (PSE) Policy[14] in the food security and nutrition industries. This includes engaging and working directly with food processing companies and other private sector actors to implement LSFF as part of their existing business models, and develop market-based solutions for sustained improvements in LSFF over time. Evidence shows that LSFF is scalable and sustainable when it is part of a viable business model and adopted throughout the food industry.
- Inclusion and gender equity: Consideration of how gender norms, and decision-making practices, play a role in access to resources and subsequent health outcomes, and how programming will affect/be affected by gender dynamics. In addition, consideration of how current attitudes and practices may reinforce marginalization of individuals based on disability status, health status, geography, socio-economic limitations, and ensuring that all interventions are inclusive of all beneficiaries.
- Effective Technology Use: Relying on evidence-based and cost-effective use of appropriate technology and innovations, as well as utilizing low-tech approaches where this is both adequate and sustainable.
- Adaptation and Flexibility and Shock-Responsive Programming: Planning for testing then refining interventions, and continually assessing whether the timing, selected approach, participants, location, etc. are still appropriate, effective, and achieving the anticipated results. This includes incorporating operational and programmatic flexibility, seeking new opportunities and shifting methodologies if a particular approach is not yielding results or is no longer optimal due to external shocks and change of circumstances (e.g. shifts in GOH needs and priorities, and political and environmental challenges), and pivoting levels of support for different interventions depending on need, new opportunities, and comparative advantage.
- Conflict Sensitivity and Political Economy Integration into Implementation: Ensuring that interventions and proposed reforms are situated within the local political context, including by explicitly mapping risks and assumptions with respect to who benefits/is excluded from the current and proposed systems, and why. This includes ensuring conflict sensitivity, and avoiding potential negative impacts that exacerbate conflict or division.
- Climate-related risks and mitigation: Minimizing the impact on the environment, while building in climate-related awareness and resilience into the programming and stakeholders thinking.
- Sustainability: USAID expects FÒTIFYE to facilitate sustainable improvements through the private sector and in partnership with the Government of Haiti, so that USAID can reduce its support for large scale food fortification by the end of this five year Activity. Ensuring the sustainability of interventions and partnerships beyond the life of the Activity, including through financially sustainable commitments to ensure institutionalization and standardization. It is not essential that all the interventions of this project are sustained, but that the systemic changes in LSFF in Haiti are sustainable and will continue to improve beyond the life of the award.

[14] More information on USAID Private Sector Engagement Policy can be found here.

- Collaboration with Other Activities: Coordinating with other USAID implementing partners working in relevant sectors (in particular the USAID/Haiti Integrated Social and Behavior Change Activity and the Bureau for Humanitarian Assistance's partners), as well as with implementing partners of other donors, in order to complement and avoid duplicating other efforts.

5. REPORTING, MONITORING AND EVALUATION

The Activity will implement rigorous performance management and learning to guide decision-making within the program and contribute to the global community of practice. In particular, the Activity will support a robust learning agenda to strengthen project implementation, document impact, and contribute to the knowledge base relating to food fortification. It will also ensure the dissemination of results to the MSPP, the Mission, USAID partners, and stakeholders.

[END OF SECTION A]

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SECTION B: FEDERAL AWARD INFORMATION

1. Estimate of Funds Available and Number of Awards Contemplated

USAID intends to award one Cooperative Agreement pursuant to this notice of funding opportunity. Subject to funding availability and at the discretion of the Agency, USAID intends to provide $6,000,000 in total USAID funding over a five-year period.

2. Expected Performance Indicators, Targets, Baseline Data, and Data Collection

Please see SECTION F.3, Reporting Requirements

3. Start Date and Period of Performance for Federal Awards

The anticipated period of performance is five (5) years. The estimated start date will be upon the signature of the award.

4. Substantial Involvement

Substantial involvement during the period of performance may include the following:

- Agency approval of applicant key personnel, sub-awards and service agreements, and plans (e.g., implementation, procurement, AMELP, capacity development, closeout) prior to and throughout the award; USAID generally only requires approval of implementation plans annually; however, where changed contexts or new information require a pivot in the activity, USAID may consider changes to an implementation plan.

- Agency's ability to immediately halt an activity should the applicant not meet detailed performance specifications (e.g., changes to activities, locations, and beneficiary populations);

  Agency's review and approval of one stage of work, before work can begin on a subsequent stage during the period covered by the cooperative agreement.

- Agency and applicant collaboration or joint participation, such as when the applicant's successful accomplishment of program objectives would benefit from USAID's technical knowledge (e.g., if the program establishes an Advisory/Steering Committee, then USAID would participate as a member to provide advice to the applicant);

- Agency monitoring to permit specific kinds of direction or redirection of the program because of interrelationships with other projects or activities and/or to change/amplify activities in case of emergency such as the need to adjust rapidly based on emerging infectious disease outbreaks such as COVID-19, natural disasters, civil unrest or deteriorating security situation.

- Direct agency operational involvement or participation to ensure compliance with statutory requirements such as civil rights, environmental protection, and provisions for people with disabilities that exceeds the Agency's role that is normally part of the general statutory requirements understood in advance of the award.

5. Authorized Geographic Code

The geographic code for the procurement of commodities and services under this program is **937.**

6. Nature of the Relationship between USAID and the Recipient

The principal purpose of the relationship with the Recipient and under the subject program is to transfer funds to accomplish a public purpose of support or stimulation of the ***Fòtifye Manje pou Ranfòse Sante ("Strengthening Food to Boost Health") (FÒTIFYE) Activity*** which is authorized by Federal statute. The successful Recipient will be responsible for ensuring the achievement of the program objectives and the efficient and effective administration of the award through the application of sound management practices. The Recipient will assume responsibility for administering Federal funds in a manner consistent with underlying agreements, program objectives, and the terms and conditions of the Federal award.

[END OF SECTION B]

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SECTION C: ELIGIBILITY INFORMATION

1. Eligible Applicants

Eligibility for this NOFO is not restricted.

All qualified U.S. and non-U.S. organizations (other than those from foreign policy restricted countries) are eligible to apply.

USAID welcomes applications from organizations that have not previously received financial assistance from USAID.

Faith-based organizations are eligible to apply for federal financial assistance on the same basis as any other organization and are subject to the protections and requirements of Federal law.

2. Cost Sharing or Matching

USAID has established a mandatory minimum recipient cost share of five percent (5%) of the projected award amount. Such funds may be provided directly by the recipient; other multilateral, bilateral, and foundation donors; host governments; and local organizations, communities and private businesses that contribute financially and in-kind to implementation of activities at the country level. This may include contribution of staff level of effort, office space or other facilities or equipment which may be used for the program, provided by the recipient.

For guidance on cost sharing in grants and cooperative agreements see 2 CFR 200.306, the Standard Provisions and ADS 303.3.10.3.

3. Other

Covered Telecommunication and Video Surveillance Equipment or Services

In accordance with the cost principles in 2 CFR § 200.471, obligating or expending costs for covered telecommunications and video surveillance services or equipment or services as described in 2 CFR § 200.216 are unallowable. Recipients and subrecipients are prohibited from using award funds, including direct and indirect costs, cost share and program income, for such covered telecommunications and video surveillance services or equipment, except as otherwise authorized in the award.

Please see the Standard Provision entitled "Prohibition on Certain Telecommunication and Video Surveillance Services or Equipment (July 2022).

[END OF SECTION C]

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SECTION D: APPLICATION AND SUBMISSION INFORMATION

1. Agency Point of Contact

Alina Menicucci
Agreement Officer
USAID/Haiti
Port-au-Prince, Haiti
Email: atmenicucci@usaid.gov

Sandra Ricot
A&A Specialist
USAID/Haiti
Port-au-Prince, Haiti
Email: sricot@usaid.gov

2. Questions and Answers

Questions regarding this NOFO should be submitted to the following email addresses: sricot@usaid.gov, atmenicucci@usaid.gov; and usaidhaitioaa@usaid.gov no later than the date and time indicated on the cover letter, as amended. Any information given to a prospective applicant concerning this NOFO will be furnished promptly to all other prospective applicants as an amendment to this NOFO, if that information is necessary in submitting applications or if the lack of it would be prejudicial to any other prospective applicant.

3. General Content and Form of Application

Preparation of Applications:

Each applicant must furnish the information required by this NOFO.

Overview of Application Process

The award process under this NOFO will use a phased approach. The purpose of this process is to identify the application with the best technical approach that will have the greatest chance of achieving the objectives of the Activity in the non-permissive operating environment.

The selection process will go through the following **three (3) phases**:

Phase 1: Technical Application and Budget - The applicant submits its initial Technical Application and Budget (Cost) Application per the Application Instructions outlined below. All applications received will be evaluated by a Selection Committee for responsiveness to the merit review/evaluation criteria outlined in Section E.

Phase 2: Co-Design - The highest rated applicant (the "Apparently Successful Applicant)" may be invited by USAID for a virtual and/or in-person co-design and collaboration process to identify and develop the interventions that will help achieve the results desired under this NOFO. The Apparently Successful Applicant will be encouraged to involve their partners and stakeholders. This process will allow the applicant to identify and develop the interventions that will help achieve the results desired under this NOFO based on the discussions during the co-design sessions and will ensure that local perspectives and priorities as well as realistic technical approaches are at the center of the Activity. It will also be an opportunity to discuss USAID processes and requirements. **USAID reserves the right to not conduct a co-design workshop and to directly request a final Technical and Business (Cost) Application from the Apparently Successful Applicant.**

Phase 3: Final Package - Following the co-design phase, if successful, the Apparently Successful Applicant will be invited by USAID to submit a Final Package that includes the finalized Technical Application that incorporates the discussions, ideas, feedback, and agreed upon changes from the co-design, if conducted; a revised Business (Cost) Application; a Branding Strategy and Marking plan; History of Performance; and other documents required per the Application Instructions below. **Only the Apparently Successful Applicant should submit these additional documents to USAID upon request.**

Notes: USAID may cancel the negotiation(s) and award process at no cost to the Government. USAID's communication during the co-design process provided by this NOFO should not be interpreted as a commitment to making an award of USAID funding. Further, USAID's request for a Final Package does not constitute an award commitment on the part of the Government. Applicants are advised that participation in any phase of the NOFO process is entirely at their own risk; the Government is not responsible for any costs incurred by the applicant prior to an award. A commitment to an award of USAID funding is only made when an award agreement is signed.

Applications must be submitted in two separate parts: the Technical Application and the Budget in **Phase 1**. This subsection addresses general content requirements applying to the overall application process. Please see subsections [5 and 6], below, for information on the content specific to the Technical Application and Business (Cost) Application for **Phase 1**, and to the Final Package for **Phase 3**.

The Technical Application must address technical aspects only, while the Business (Cost) Application must present the costs, and address risk and other related issues.

Both the Technical and Business (Cost) Applications must include a cover page containing the following information:

- Name of the organization(s) submitting the application;
- Identification and signature of the primary contact person (by name, title, organization, mailing address, telephone number and email address) and the identification of the alternate contact person (by name, title, organization, mailing address, telephone number and email address);
- Program name
- Notice of Funding Opportunity number

- Name of any proposed sub-recipients or partnerships (identify if any of the organizations are local organizations, per USAID's definition of 'local entity' under ADS 303.

Any erasures or other changes to the application must be initiated by the person signing the application. Applications signed by an agent on behalf of the applicant must be accompanied by evidence of that agent's authority unless that evidence has been previously furnished to the issuing office.

Applicants may choose to submit a cover letter in addition to the cover pages, but it will serve only as a transmittal letter to the Agreement Officer. The cover letter will not be reviewed as part of the merit review criteria.

Applications must comply with the following:

- USAID will not review any pages in excess of the page limits noted in the subsequent sections. Please ensure that applications comply with the page limitations.
- Written in English.
- Use standard 8 ½" x 11", single sided, single-spaced, 12-point Calibri font, 1" margins, left justification and headers and/or footers on each page including consecutive page numbers, date of submission, and applicant's name.
- 10-point font can be used for graphs and charts. Tables, however, must comply with the 12-point Calibri requirement.
- Submitted via Microsoft Word or PDF formats, except budget files which must be submitted in Microsoft Excel.
- The estimated start date identified in Section B of this NOFO must be used in the cost application.
- The technical application must be a searchable and editable Word or PDF format as appropriate.
- The Cost Schedule must include an Excel spreadsheet with all cells unlocked and no hidden formulas or sheets. A PDF version of the Excel spreadsheet may be submitted in addition to the Excel version at the applicant's discretion, however, the official cost application submission is the unlocked Excel version.

Applicants must review, understand, and comply with all aspects of this NOFO. Failure to do so may be considered as being non-responsive and may be evaluated accordingly. Applicants should retain a copy of the application and all enclosures for their records.

4. Application Submission Procedures

Applications in response to this NOFO must be submitted no later than the closing date and time indicated on the cover letter, as amended. Late applications may be considered at the discretion of the Agreement Officer. Applicants must retain proof of timely delivery in the form of system generated documentation of delivery receipt date and time.

Applications must be submitted by email to sricot@usaid.gov, atmenicucci@usaid.gov; and usaidhaitioaa@usaid.gov. Email submissions must include the NOFO number and applicant's name in the subject line heading:

"Technical Application under 72052124RFA0002 submitted by: [name of Applicant organization]."

"Cost Application under 72052124RFA00002, submitted by: [name of Applicant organization]."

In addition, for an application sent by multiple emails, the subject line must also indicate whether the email relates to the technical or cost application, and the desired sequence of the emails and their attachments (e.g. "No. 1 of 4", etc.). For example, if your cost application is being sent in two emails, the first email should have a subject line that states: "[NOFO number], [organization name], Cost Application, Part 1 of 2".

USAID's preference is that the technical application and the cost application each be submitted as consolidated email attachments, e.g. that you consolidate the various parts of a technical application into a single document before sending it. If this is not possible, please provide instructions on how to collate the attachments. USAID will not be responsible for errors in compiling electronic applications if no instructions are provided or are unclear.

After submitting an application electronically, applicants should immediately check their own email to confirm that the attachments were indeed sent. If an applicant discovers an error in transmission, please send the material again and note in the subject line of the email or indicate in the file name if submitted via grants.gov that it is a "corrected" submission. Do not send the same email more than once unless there has been a change, and if so, please note that it is a "corrected" email.

Applicants are reminded that email is NOT instantaneous, and in some cases delays of several hours occur from transmission to receipt. Therefore, applicants are requested to send the application in sufficient time ahead of the deadline. For this NOFO, the initial point of entry to the government infrastructure is the USAID mail server.

There may be a problem with the receipt of *.zip files due to anti-virus software. Therefore, applicants are discouraged from sending files in this format as USAID/HAITI/OAA cannot guarantee their acceptance by the internet server. File size must not exceed 25MB.

5. Technical Application Format

The technical application should be specific, complete, and presented concisely. The application must demonstrate the applicant's capabilities and expertise with respect to achieving the goals of this program. The application should take into account the requirements of the program and merit review criteria found in this NOFO.

The technical application should be limited to thirteen (13) pages. Cover letter, Executive Summary, and Annexes will not count towards the page limit. The Technical Application should contain the following elements, described in detail below:

5.1.1 **Cover Page** (maximum 1 page; not included in 13-page limit)
5.1.2 **Executive Summary** (maximum 1 page; not included in 13-page limit)
5.1.3 **Technical Approach** (maximum 10 pages)
5.1.4 **Management Approach and Staffing** (maximum 3 pages)
5.1.5 **Annexes:** (not included in the 13-page limit):

a. **Organizational Chart** which shows all proposed positions and lines of reporting (maximum 1 page)
b. **Curricula Vitae (CVs)/Resumes of Key Personnel** (maximum 2 pages per individual)
c. **Letters of Commitment** from organizations intending to partner with the applicant (e.g., including sub-awards, private sector partnerships, etc.) in a financial or non-financial capacity, and from proposed Key Personnel. (maximum 1 page per person/sub-awardee)

5.1.1 Cover Page (maximum 1 page, not included in 13-page limit)

The Cover Page should include a) project title; b) Request for Application reference number; c) name of organization(s) applying for the agreement; d) any partnerships; and e) name and title of contact person, telephone number, fax number, address, and f) name(s) and title(s) of person(s) who prepared the application, and corresponding signatures.

5.1.2 Executive Summary (maximum 1 page, not included in the 13-page limit)

The Executive Summary should summarize the key elements of the applicant's technical application, including, but not limited to, the technical approach, the implementation plan for the full project period, the personnel and management approach and staffing plan, and any cost-sharing and/or public-private partnerships, if applicable.

5.1.3 Technical Approach (maximum 10 pages)

In the Technical Approach, applicants should address the requirements of the Activity Description including the objectives, interventions, expected results, and guiding principles. The Technical Approach should address the following points in the same order as they appear below:

a) **Context:** A description of the applicant's understanding of the problem/context of priority issues, and any gaps in knowledge that will need to be addressed by the Activity;

b) **Approach and Proposed Interventions:** A description of the applicant's proposed overall strategic and technical approach for achieving the objectives and guiding principles outlined in the Activity Description, including through clearly described proposed interventions that actively engage the private sector and are high impact, cost-effective, sustainable, and innovative. The Technical Approach must address each of the sub-IRs in the NOFO, along with any additional sub-IRs the applicant proposes.

c) **Local Capacity Development:** A description of how the applicant will develop the capacity of the local entities, including government and private sector organizations, as well as any proposed Haitian organizations that will be implementing the activity as prime or sub-awardees, in a way that will ensure sustainability in the sector.

d) **Expected Impact:** A description of the applicant's expected overall impact and targets, and approach for measurement/evaluation of progress towards achieving the Activity results and goal, including illustrative indicators.

5.1.4 Management Approach and Staffing (maximum 3 pages)

In the Management Approach and Staffing, the applicant should describe its approach to overall management of the Activity. The Management Approach and Staffing should address the following points in the same order as they appear below:

a) **Capacity, Resources, and Roles:** A description of the technical capacity and resources of the prime applicant and any proposed sub-awardees to implement the Activity, and what roles and responsibilities each will have during implementation.[15] This includes geographic coverage, existing networks, management capacity, and relationships and formal collaborations with public and private sector stakeholders. **In particular,** the applicant <u>must demonstrate that itself and any proposed sub-awardees collectively have (or can obtain)</u> technical expertise in large scale food fortification, particularly quality assurance approaches and compliance with appropriate standards; providing technical assistance to private sector and government partners; and the introduction of new(ly) fortified food products.

[15] In the event of two (2) or more organizations applying together, USAID prefers a well-defined prime and sub-awardees relationship. USAID has no restrictions on the number of organizations forming a consortium. In order to award directly to a consortium, it must be legally registered, otherwise an award would be made to a prime applicant and consortium members would be sub-awardees. Consortiums without a clear hierarchy and delineation of authority among members are discouraged.

b) **Staffing Plan and Organizational Chart:** A summary staffing plan and organizational chart, which, together, show the totality of staff positions proposed for all components of the implementation plan, inter-staff relationships, and lines of reporting, and where they will be located. The applicant should include a narrative that explains the staffing plan and organization chart and describes the advantages and cost-effectiveness of the management approach. The narrative should also describe the applicant's approach to ensuring flexibility and adaptation, and addressing problems that arise during implementation, including security risks, management of sub-awardees, and its strategy to retain Key Personnel (see below) throughout the life of the activity/contingency plan in the event any of the Key Personnel leave the activity.

c) **Key Personnel:** Proposed individuals that the applicant deems appropriate for the duties and responsibilities of each of the following Key Personnel[16] positions, along with a brief narrative that demonstrates they have the requisite skills, knowledge, expertise, and experience per the position requirements outlined below.

   The Activity is expected to draw upon staff with significant experience of working with the private sector and in food fortification and who understand how to use strategies, identify opportunities, build local and international partnerships, and use a modest budget prudently to achieve the Activity objectives. USAID's preference would be for local staff to fill Key Personnel positions, although this will depend on the availability and suitability of proposed candidates:

   - ***Chief of Party***
   - ***Finance and Administrative Director***
   - ***Large Scale Food Fortification Specialist***
   - ***Public Health Nutrition Science Advisor*** (Note: If the COP or LSFF advisor can fulfill the criteria for this role, then this ceases to be a fourth Key Personnel position, otherwise USAID expects this position to be a minimum 50% LOE)

Key personnel positions and minimum qualifications are shown below.

Chief of Party: The Chief of Party is expected to be responsible for the overall planning, implementation, and management of the performance of the project and to provide vision and strategic leadership as well as to establish the administrative and technical oversight framework to monitor and assure progress toward the achievement of the goals and objectives. The Chief of Party has the responsibility for coordination with USAID, and to ensure coordination among

[16] Key personnel are those individuals whose performance is critical to the success of the Activity.

relevant USAID-funded projects and other relevant donor and non-governmental organization-sponsored activities.

The Chief of Party will be responsible for creating the opportunities, in conjunction with other donors and international organizations, to address regulatory and policy challenges. S/he will spearhead work with the government and other international organizations and interactions with non-Haitian based food producers, who could be fortifying existing products already in the Haitian market. The Chief of Party provides guidance to senior technical staff, ensures the responsiveness and quality of all project work, and leads efforts to collaborate and coordinate with the Government of Haiti. The Chief of Party is intended to be a seasoned professional, familiar with working with the private sector in Haiti or similar country contexts, ideally in the nutrition, agriculture, or humanitarian sector. S/he will serve as the institutional liaison and will be responsible for the design of interventions to support the Government of Haiti and private sector partners targeted by this project.

The Chief of Party is expected to have:

- an advanced graduate degree, master's degree or higher, ideally in Nutrition, Public Health, Health Policy, or related area;
- minimum seven (7) (preferably 10) years proven experience in the administration of programs of similar scale and scope, with skills in strategic planning, management, supervision and budgeting in Haiti, or similar country context;
- evidence of strong communication skills, both oral and written, to fulfill the diverse technical and managerial requirements of the agreement;
- experience working with government and policymakers on policy or regulatory reform;
- tangible evidence of developing private sector partnerships both individually and through a multidisciplinary team to achieve development results;
- fluency in English and French preferred; working knowledge of Haitian Creole is highly desired.

Finance and Administration Director: The Finance and Administration Director, encouraged as local staff, manages the finance activities of the project, and also supervises the procurement, finance, human resources, and administrative staff, and ensures that adequate and appropriate internal controls are in place in compliance with USAID policies and procedures to meet generally recognized accounting standards. The Director manages all bookkeeping, bank accounts and cash flow, and manages project funds for appropriate execution of the project. The DFA also has the responsibility to track project expenses and to prepare monthly financial reports and annual budget projections. S/he manages the financial and administrative aspects of all sub-agreements under the project as well as managing all financial aspects of the project. The incumbent shall serve as the principal point of contact to USAID in these areas.

The Finance and Administration Director is expected to have:

- advanced graduate degree is required, ideally in finance, business administration, procurement, or related area;
- relevant experience in managing large grants with international health non-governmental organizations and/or private voluntary organizations, preferably in Haiti; at least three (3) years direct experience with staff and team management is required.
- strong oral and written communication and presentations skills in French and English; working knowledge of Haitian Creole is highly desired.

Large Scale Food Fortification Specialist: The Large Scale Food Fortification Specialist will report to the Chief of Party and will be the principal technical specialist for this Activity. They will provide guidance to private sector partners about what can be fortified, how, and in what quantity to ensure minimum standards are achieved. The Specialist will also advise the private sector, government counterparts and where appropriate local academic institutions and laboratories on how to monitor the fortification of foods. This role will be pivotal to the successful introduction of a competitively priced, high quality, new(ly) fortified food vehicle designed for pregnant women, infants, and young children.

The Senior Large Scale Food Fortification Specialist is expected to have:

- an advanced graduate degree, master's degree or higher, ideally in Food Technology, Nutrition, or food industry related fields;
- at least five (5) years of experience in the food production industry either in the private sector or with an implementing partner;
- a proven understanding of quality management, food fortification and regulatory compliance preferably from direct implementation or management experience;
- a proven understanding of appropriate technology and testing approaches for monitoring fortified food;
- a strong understanding and preferably experience of bringing a new product to market;
- strong oral and written communication and presentations skills in French and English; working knowledge of Haitian Creole is highly desired.

Public Health Nutrition Science Advisor:[17] The Public Health Nutrition Science Advisor will provide technical input to ensure that LSFF activities align with public health principles. They will be the in-house public health and nutrition expert and will advise the Chief of Party, and work in parallel with the LSFF Specialist, to identify opportunities to improve nutrition and wellbeing, particularly for the most disadvantaged. The Advisor is expected to play a key role in ensuring that the short-term aim of LSFF does not compromise the longer-term goal of improving health. They will be expected to work with external partners to further that goal.

[17] If the COP or LSFF advisor meets the criteria for this role, then this ceases to be a fourth Key Personnel position.

The Public Health Nutrition Science Advisor is expected to have:

- a master's degree in Nutrition or Public Health
- at least five (5) years of experience in a public health, with demonstrated expertise in maternal & child health and/or nutrition;
- previous experience in the implementation and/or management of public health programs
- experience working with policy makers at national level;
- a competent understanding of how LSFF works in a public health context;
- strong oral and written communication and presentations skills in French and English; working knowledge of Haitian Creole is highly desired.

5.1.5 Annex (not included in the 13-page limit)

In an Annex, the applicant is requested to include:

a) **Organizational Chart** which shows all proposed positions and lines of reporting (maximum 1 pages)
b) **Curricula Vitae (CVs)/Resumes of Key Personnel** (maximum 2 pages per individual).
c) **Letters of Commitment** from organizations intending to partner with the applicant (e.g. including sub-awards, private sector partnerships, etc.) in a financial or non-financial capacity, and from proposed Key Personnel. (maximum 1 page per person/sub-awardee). Exclusivity agreements are prohibited.

6. Business (Cost) Application Format

The Business (Cost) Application must be submitted separately from the Technical Application. While no page limit exists for the full cost application, applicants are encouraged to be as concise as possible while still providing the necessary details. The business (cost) application must illustrate the entire period of performance, using the budget format shown in the SF-424A.

Prior to award, applicants may be required to submit additional documentation deemed necessary for the Agreement Officer to assess the applicant's risk in accordance with 2 CFR 200.206. Applicants should not submit any additional information with their initial application.

The Cost Application must contain the following sections (which are further elaborated below this listing with the letters for each requirement):

a) Cover Page (See Section D.3 above for requirements)

b) SF 424 Form(s)

The applicant must sign and submit the cost application using the SF-424 series. Standard Forms can be accessed electronically at https://www.grants.gov/web/grants/forms/sf-424-family.html

Failure to accurately complete these forms could result in the rejection of the application.

c) Required Certifications and Assurances

The applicant must complete the following documents and submit a signed copy with their application/ upon request by the AO:

(1) "Certifications, Assurances, Representations, and Other Statements of the Recipient" ADS 303mav document found at https://www.usaid.gov/ads/policy/300/303mav
(2) Assurances for Non-Construction Programs (SF-424B)
(3) Certificate of Compliance: Please submit a copy of your Certificate of Compliance if your organization's systems have been certified by USAID/Washington's Office of Acquisition and Assistance (M/OAA).

<u>Note</u>: Effective August 13, 2020, recipients and subrecipients are prohibited from using grant funds, including **direct and indirect costs**, **program income**, and any **cost share**, for covered telecommunication equipment or services to:

(1) Procure or obtain, extend or renew a contract to procure or obtain;
(2) Enter into a contract (extend or renew a contract to procure); or
(3) Obtain the equipment, services or systems.

Additional information regarding this regulation and the prohibited companies can be found in ADS 303.3.35.2 "Covered Telecommunication and Video Surveillance Equipment or Services."

d) Budget and Budget Narrative

The Budget must be submitted as one unprotected Excel file (MS Office 2000 or later versions) with visible formulas and references and must be broken out by project activity unprotected year, including itemization of the federal and non-federal (cost share) amount. Files must not contain any hidden or otherwise inaccessible cells. <u>Budgets with hidden cells lengthen the cost analysis time required to make award and may result in a rejection of the cost application.</u>

The Budget plan must contain sufficient detail to allow USAID to understand the proposed costs, based on the financial requirements for the program size, complexity and scope and allowing for credible inflation projections.

The Budget Narrative must contain sufficient detail to allow USAID to understand the proposed costs. ***The applicant must ensure the budgeted costs address any additional requirements identified in Section F, such as Branding and Marking***. The Budget Narrative must be thorough, including sources for costs to support USAID's determination that the proposed costs are allocable, fair, and reasonable.

The Budget must include the following worksheets or tabs, and contents, at a minimum:

- Summary Budget, inclusive of all program costs (federal and non-federal), broken out by major budget category and by year for activities implemented by the applicant and any potential sub-applicants for the entire period of the program. See Section H, Annex 1 for Summary Budget Template
- Detailed Budget, including a breakdown by year, sufficient to allow the Agency to determine that the costs represent a realistic and efficient use of funding to implement the applicant's program and are allowable in accordance with the cost principles found in 2 CFR 200 Subpart E. No lump sum costs should be included.
- Detailed Budgets for each sub-recipient, for all federal funding and cost share, broken out by budget category and by year, for the entire implementation period of the project.

The Detailed Budget must contain the following budget categories and information, at a minimum:

1) Salaries and Allowances – Must be proposed consistent with 2 CFR 200.430 Compensation - Personal Services. The applicant's budget must include position title, salary rate, level of effort, and salary escalation factors for each position. Allowances, when proposed, must be broken down by specific type and by position. Applicants must explain all assumptions in the Budget Narrative. The Budget Narrative must demonstrate that the proposed compensation is reasonable for the services rendered and consistent with what is paid for similar work in other activities of the applicant. Applicants must provide their established written policies on personnel compensation. If the applicant's written policies do not address a specific element of compensation that is being proposed, the Budget Narrative must describe the rationale used and supporting market research.

2) Fringe Benefits – (if applicable) If the applicant has a fringe benefit rate approved by an agency of the U.S. Government, the applicant must use such rate and provide evidence of its approval. If an applicant does not have a fringe benefit rate approved, the applicant must propose a rate and explain how the applicant determined the rate. In this case, the Budget Narrative must include a detailed breakdown comprised of all items of fringe benefits (e.g., superannuation, gratuity, etc.) and the costs of each, expressed in U.S. dollars and as a percentage of salaries.

3) Travel and Transportation – Provide details to explain the purpose of the trips, the number of trips, the origin and destination, the number of individuals traveling, and the duration of the trips. Per Diem and associated travel costs must be based on the applicant's normal travel policies. When appropriate please provide supporting documentation as an attachment, such as company travel policy, and explain assumptions in the Budget Narrative.

4) Procurement or Rental of Goods (Equipment & Supplies), Services, and Real Property – Must include information on estimated types of equipment, models, supplies and the cost per unit and quantity. The Budget Narrative must include the purpose of the equipment and supplies and the basis for the estimates. The Budget Narrative must support the necessity of any rental costs and reasonableness in light of such factors as: rental costs of comparable property, if any; market conditions in the area; alternatives available; and the type, life expectancy, condition, and value of the property leased.

5) Subawards – Specify the budget for the portion of the program to be passed through to any subrecipients. See 2 CFR 200 for assistance in determining whether the sub-tier entity is a subrecipient or contractor. The subrecipient budgets must align with the same requirements as the applicant's budget, including those related to fringe and indirect costs.

6) Construction – If applicable (See ADS 303.3.30)

7) Other Direct Costs – This may include other costs not elsewhere specified, such as report preparation costs, passports and visas fees, medical exams and inoculations, as well as any other miscellaneous costs which directly benefit the program proposed by the applicant. The applicant should indicate the subject, venue and duration of any proposed conferences and seminars, and their relationship to the objectives of the program, along with estimates of costs. Otherwise, the narrative should be minimal.

8) Indirect Costs – Applicants must indicate whether they are proposing indirect costs or will charge all costs directly. In order to better understand indirect costs please see Subpart E of 2 CFR 200. The application must identify which approach they are requesting and provide the applicable supporting information. Below are the most commonly used Indirect Cost Rate methods:

   Method 1 - Direct Charge Only
   Eligibility: Any applicant
   Initial Application Requirements: See above on direct costs

   Method 2 - Negotiated Indirect Cost Rate Agreement (NICRA)
   Eligibility: Any applicant with a NICRA issued by a USG Agency must use that NICRA
   Initial Application Requirements: If the applicant has a current NICRA, submit your approved NICRA and the associated disclosed practices. If your NICRA was issued by an Agency other than USAID, provide the contact information for the approving Agency. Additionally, at the Agency's discretion, a provisional rate may be set forth in the award subject to audit and finalization. See USAID's Indirect Cost Rate Guide for Non Profit Organizations for further guidance.

   Method 3 - De minimis rate of 10% of modified total direct costs (MTDC)
   Eligibility: Any applicant that does not have a current NICRA

Initial Application Requirements: Costs must be consistently charged as either indirect or direct costs but may not be double charged or inconsistently charged as both. If chosen, this methodology once elected must be used consistently for all Federal awards until such time as a non-Federal entity chooses to negotiate an indirect rate, which the non-Federal entity may apply to do at any time. The applicant must describe which cost elements it charges indirectly vs. directly. See 2 CFR 200 for further information.

Method 4 - Indirect Costs Charged as A Fixed Amount

Eligibility: Non-U.S. non-profit organizations without a NICRA may request, but approval is at the discretion of the AO.

Initial Application Requirements: Provide the proposed fixed amount and a worksheet that includes the following:

- Total costs incurred by the organization for the previous fiscal year and estimates for the current year.
- Indirect costs (common costs that benefit the day-to-day operations of the organization, including categories such as salaries and expenses of executive officers, personnel administration, and accounting, or that benefit and are identifiable to more than one program or activity, such as depreciation, rental costs, operations and maintenance of facilities, and telephone expenses) for the previous fiscal year and estimates for the current year
- Proposed method for prorating the indirect costs equitably and consistently across all programs and activities of using a base that measures the benefits of that particular cost to each program or activity to which the cost applies.

If the applicant does not have an approved NICRA and does not elect to utilize the 10% de minimis rate, the Agreement Officer will provide further instructions and may request additional supporting information, including financial statements and audits, should the application still be under consideration after the merit review. USAID is under no obligation to approve the applicant's requested method.

9) **Cost Sharing** – The applicant should estimate the amount of cost-sharing resources to be provided over the life of the agreement and specify the sources of such resources, and the basis of calculation in the budget narrative. Applicants should also provide a breakdown of the cost share (financial and in-kind contributions) of all organizations involved in implementing the resulting award.

e) Prior Approvals in accordance with 2 CFR 200.407

Inclusion of an item of cost in the detailed application budget does not satisfy any requirements for prior approval by the Agency. If the applicant would like the award to reflect approval of any cost elements for which prior written approval is specifically required for allowability, the applicant must specify and justify that cost. See 2 CFR 200.407 for information regarding which cost elements require prior written approval.

f) Approval of Subawards

The applicant must submit information for all subawards that it wishes to have approved at the time of award. For each proposed subaward the applicant must provide the following:

- Name of organization
- Unique Entity Identifier (UEI)
- Confirmation that the subrecipient does not appear on the Treasury Department's Office of Foreign Assets Control (OFAC) list
- Confirmation that the subrecipient does not have active exclusions in the System for Award Management (SAM)
- Confirmation that the subrecipient is not listed in the United Nations Security designation list
- Confirmation that the subrecipient is not suspended or debarred
- Confirmation that the applicant has completed a risk assessment of the subrecipient, in accordance with 2 CFR 200.332(b)
- Any negative findings as a result of the risk assessment and the applicant's plan for mitigation.

g) Unique Entity Identifier (UEI) and SAM Registration

On April 4, 2022, the federal government stopped using the DUNS Number to uniquely identify entities. Now, entities doing business with the federal government use the **Unique Entity ID** created in **SAM.gov**. The Unique Entity ID is a 12-character alphanumeric identifier used in SAM.gov and other federal government systems to identify a unique entity.

Applicants must obtain a Unique Entity Identifier (UEI) and register in the System for Award Management (SAM) (https://sam.gov/) in order to be eligible to receive federal assistance, such as grants and cooperative agreements. Unless an exemption applies (see ADS 303maz), applicants must be registered in SAM prior to submitting an application for award for USAID's consideration. Recipients must maintain an active SAM registration while they have an active award. Each applicant (unless the applicant is an individual or entity that is exempted from UEI/SAM requirements under 2 CFR 25.110) is required to:

1. Provide a valid UEI for the applicant and all proposed sub-recipients;
2. Be registered in SAM before submitting its application.
3. Continue to maintain an active SAM registration with current information at all times during which it has an active Federal award or an application or plan under consideration by a Federal awarding agency.

The registration process may take many weeks to complete. Therefore, applicants are encouraged to begin the process early. If an applicant has not fully complied with the requirements above by the time USAID is ready to make an award, USAID may determine that the applicant is not qualified to receive an award and use that determination as a basis for making an award to another applicant.

Applicants can find additional resources for registering in SAM, including a Quick Start Guide and a video, on https://sam.gov/.

h) History of Performance

The ***apparently successful applicant*** must provide information regarding its recent history of performance for all its cost-reimbursement contracts, grants, or cooperative agreements involving similar or related programs, not to exceed 3 years, as follows:

- Name of the Awarding Organization;
- Award Number;
- Activity Title;
- A brief description of the activity;
- Period of Performance;
- Award Amount;
- Reports and findings from any audits performed in the last 3 years; and
- Name of at least two (2) updated professional contacts who most directly observed the work at the organization for which the service was performed with complete current contact information including telephone number, and e-mail address for each proposed individual.

If the applicant encountered problems on any of the referenced Awards, it may provide a short explanation and the corrective action taken. The applicant should not provide general information on its performance. USAID reserves the right to obtain relevant information concerning an applicant's history of performance from any sources and may consider such information in its review of the applicant's risk. The Agency may request additional information and conduct a pre-award survey if it determines that it is necessary to inform the risk assessment.

i) Branding Strategy & Marking Plan

The apparently successful applicant will be asked to provide a Branding Strategy and Marking Plan to be evaluated and approved by the Agreement Officer and incorporated into any resulting award

Branding Strategy – Assistance (June 2012)

a. Applicants recommended for an assistance award must submit and negotiate a "Branding Strategy," describing how the program, project, or activity is named and positioned, and how it is promoted and communicated to beneficiaries and host country citizens.

b. The request for a Branding Strategy, by the Agreement Officer from the applicant, confers no rights to the applicant and constitutes no USAID commitment to an award.

c. Failure to submit and negotiate a Branding Strategy within the time frame specified by the Agreement Officer will make the applicant ineligible for an award.

d. The applicant must include all estimated costs associated with branding and marking USAID programs, such as plaques, stickers, banners, press events, materials, and so forth, in the budget portion of the application. These costs are subject to the revision and negotiation with the Agreement Officer and will be incorporated into the Total Estimated Amount of the grant, cooperative agreement or other assistance instrument.

e. The Branding Strategy must include, at a minimum, all of the following:

(1) All estimated costs associated with branding and marking USAID programs, such as plaques, stickers, banners, press events, materials, and so forth.

(2) The intended name of the program, project, or activity.

(i) USAID requires the applicant to use the “USAID Identity, ”comprised of the USAID logo and brandmark, with the tagline “from the American people” as found on the USAID Web site athttp://www.usaid.gov/branding, unless Section VI of the RFA or APS states that the USAID Administrator has approved the use of an additional or substitute logo, seal, or tagline.

(ii) USAID prefers local language translations of the phrase “made possible by (or with) the generous support of the American People” next to the USAID Identity when acknowledging contributions.

(iii) It is acceptable to cobrand the title with the USAID Identity and the applicant's identity.

(iv) If branding in the above manner is inappropriate or not possible, the applicant must explain how USAID's involvement will be showcased during publicity for the program or project.

(v) USAID prefers to fund projects that do not have a separate logo or identity that competes with the USAID Identity. If there is a plan to develop a separate logo to consistently identify this program, the applicant must attach a copy of the proposed logos. Section VI of the RFA or APS will state if an Administrator approved the use of an additional or substitute logo, seal, or tagline.

(3) The intended primary and secondary audiences for this project or program, including direct beneficiaries and any special target segments.

(4) Planned communication or program materials used to explain or market the program to beneficiaries.

(i) Describe the main program message.

(ii) Provide plans for training materials, posters, pamphlets, public service announcement, billboards, Web sites, and so forth, as appropriate.

(iii) Provide any plans to announce and promote publicly this program or project to host country citizens, such as media releases, press conferences, public events, and so forth. The Applicant must incorporate the USAID Identity and the message, "USAID is from the American People."

(iv) Provide any additional ideas to increase awareness that the American people support this project or program.

(5) Information on any direct involvement from the host-country government or ministry, including any planned acknowledgement of the host-country government.

(6) Any other groups whose logo or identity the applicant will use on program materials and related materials. Indicate if they are a donor or why they will be visibly acknowledged, and if they will receive the same prominence as USAID.

e. The Agreement Officer will review the Branding Strategy to ensure the above information is adequately included and consistent with the stated objectives of the award, the applicant's cost data submissions, and the performance plan.

f. If the applicant receives an assistance award, the Branding Strategy will be included in and made part of the resulting grant or cooperative agreement.

(END OF PRE-AWARD TERM)

Marking Plan – Assistance (June 2012)

a. Applicants recommended for an assistance award must submit and negotiate a "Marking Plan," detailing the public communications, commodities, and program materials, and other items that will visibly bear the "USAID Identity," which comprises of the USAID logo and brandmark, with the tagline "from the American people." The USAID Identity is the official marking for the Agency and is found on the USAID Web site at http://www.usaid.gov/branding. Section VI of the RFA or APS will state if an Administrator approved the use of an additional or substitute logo, seal, or tagline.

b. The request for a Marking Plan, by the Agreement Officer from the applicant, confers no rights to the applicant and constitutes no USAID commitment to an award.

c. Failure to submit and negotiate a Marking Plan within the time frame specified by the Agreement Officer will make the applicant ineligible for an award.

d. The applicant must include all estimated costs associated with branding and marking USAID programs, such as plaques, stickers, banners, press events, materials, and so forth, in the budget portion of the application. These costs are subject to the revision and negotiation with the Agreement Officer and will be incorporated into the Total Estimated Amount of the grant, cooperative agreement or other assistance instrument.

e. The Marking Plan must include all of the following:

(1) A description of the public communications, commodities, and program materials that the applicant plans to produce, and which will bear the USAID Identity as part of the award, including:

(i) Program, project, or activity sites funded by USAID, including visible infrastructure projects or other sites physical in nature;

(ii) Technical assistance, studies, reports, papers, publications, audiovisual productions, public service announcements, Websites/Internet activities, promotional, informational, media, or communications products funded by USAID;

(iii) Commodities, equipment, supplies, and other materials funded by USAID, including commodities or equipment provided under humanitarian assistance or disaster relief programs; and

(iv) It is acceptable to cobrand the title with the USAID Identity and the applicant's identity.

(v) Events financed by USAID, such as training courses, conferences, seminars, exhibitions, fairs, workshops, press conferences and other public activities. If the USAID Identity cannot be displayed, the recipient is encouraged to otherwise acknowledge USAID and the support of the American people.

(2) A table on the program deliverables with the following details:

(i) The program deliverables that the applicant plans to mark with the USAID Identity;

(ii) The type of marking and what materials the applicant will use to mark the program deliverables.

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

(iv) What program deliverables the applicant does not plan to mark with the USAID Identity, and

(v) The rationale for not marking program deliverables.

(3) Any requests for an exemption from USAID marking requirements, and an explanation of why the exemption would apply. The applicant may request an exemption if USAID marking requirements would:

(i) Compromise the intrinsic independence or neutrality of a program or materials where independence or neutrality is an inherent aspect of the program and materials. The applicant must identify the USAID Development Objective, Interim Result, or program goal furthered by an appearance of neutrality, or state why an aspect of the award is presumptively neutral. Identify by category or deliverable item, examples of material for which an exemption is sought.

(ii) Diminish the credibility of audits, reports, analyses, studies, or policy recommendations whose data or findings must be seen as independent. The applicant must explain why each particular deliverable must be seen as credible.

(iii) Undercut host-country government “ownership” of constitutions, laws, regulations, policies, studies, assessments, reports, publications, surveys or audits, public service announcements, or other communications. The applicant must explain why each particular item or product is better positioned as host-country government item or product.

(iv) Impair the functionality of an item. The applicant must explain how marking the item or commodity would impair its functionality.

(v) Incur substantial costs or be impractical. The applicant must explain why marking would not be cost beneficial or practical.

(vi) Offend local cultural or social norms or be considered inappropriate. The applicant must identify the relevant norm and explain why marking would violate that norm or otherwise be inappropriate.

(vii) Conflict with international law. The applicant must identify the applicable international law violated by the marking.

f. The Agreement Officer will consider the Marking Plan's adequacy and reasonableness and will approve or disapprove any exemption requests. The Marking Plan will be reviewed to ensure the above information is adequately included and consistent with the stated objectives of the award, the applicant's cost data submissions, and the performance plan.

g. If the applicant receives an assistance award, the Marking Plan, including any approved exemptions, will be included in and made part of the resulting grant or cooperative agreement, and will apply for the term of the award unless provided otherwise.

(END OF PRE-AWARD TERM)

j) Funding Restrictions

Profit is not allowable for recipients or subrecipients under this award. See 2 CFR 200.331 for assistance in determining whether a sub-tier entity is a subrecipient or contractor.

Construction will not be authorized under this award.

USAID will not allow the reimbursement of pre-award costs under this award without the explicit written approval of the Agreement Officer.

Except as may be specifically approved in advance by the AO, all commodities and services that will be reimbursed by USAID under this award must be from the authorized geographic code specified in Section B.4 of this NOFO and must meet the source and nationality requirements set forth in 22 CFR 228.

k) Conscience Clause

CONSCIENCE CLAUSE IMPLEMENTATION (ASSISTANCE) – SOLICITATION PROVISION.

(a) An organization, including a faith-based organization, that is otherwise eligible to receive funds under this agreement for HIV/AIDS prevention, treatment, or care—

1) Shall not be required, as a condition of receiving such assistance—

(i) to endorse or utilize a multisectoral or comprehensive approach to combating HIV/AIDS; or

(ii) to endorse, utilize, make a referral to, become integrated with, or otherwise participate in any program or activity to which the organization has a religious or moral objection; and

2) Shall not be discriminated against in the solicitation or issuance of grants, contracts, or cooperative agreements for refusing to meet any requirement described in paragraph (a)(1) above.

(b) An applicant who believes that this solicitation contains provisions or requirements that would require it to endorse or use an approach or participate in an activity to which it has a religious or moral objection must so notify the cognizant Agreement Officer in accordance with the Mandatory Standard Provision titled “Notices” as soon as possible, and in any event not later than 15 calendar days before the deadline for submission of applications under this solicitation. The applicant must advise which activity(ies) it could not implement and the nature of the religious or moral objection.

(c) In responding to the solicitation, an applicant with a religious or moral objection may compete for any funding opportunity as a prime partner, or as a leader or member of a consortium that comes together to compete for an award. Alternatively, such applicant may limit its application to those activities it can undertake and must indicate in its submission the activity(ies) it has excluded based on religious or moral objection. The offeror's proposal will be evaluated based on the activities for which a proposal is submitted and will not be evaluated favorably or unfavorably due to the absence of a proposal addressing the activity(ies) to which it objected and which it thus omitted. In addition to the notification in paragraph (b) above, the applicant must meet the submission date provided for in the solicitation.

(END OF PRE-AWARD TERM)

l) Conflict of Interest Pre-Award Term

a. Personal Conflict of Interest

1. An actual or appearance of a conflict of interest exists when an applicant organization or an employee of the organization has a relationship with an Agency official involved in the competitive award decision-making process that could affect that Agency official's impartiality. The term "conflict of interest" includes situations in which financial or other personal considerations may compromise, or have the appearance of compromising, the obligations and duties of a USAID employee or recipient employee.

2. The applicant must provide conflict of interest disclosures when it submits an SF-424. Should the applicant discover a previously undisclosed conflict of interest after submitting the application, the applicant must disclose the conflict of interest to the AO no later than ten (10) calendar days following discovery.

b. Organizational Conflict of Interest

The applicant must notify USAID of any actual or potential conflict of interest that they are aware of that may provide the applicant with an unfair competitive advantage in competing for this financial assistance award. Examples of an unfair competitive advantage include but are not limited to situations in which an applicant or the applicant's employee gained access to non-public information regarding a federal assistance funding opportunity, or an applicant or applicant's employee was substantially involved in the preparation of a federal assistance funding opportunity. USAID will promptly take appropriate action upon receiving any such notification from the applicant.

(END OF PRE-AWARD TERM)

i) Additional Information

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, non-governmental 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).

[END OF SECTION D]

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SECTION E: APPLICATION REVIEW INFORMATION

1. Criteria

The merit review criteria prescribed here are tailored to the requirements of this particular NOFO. Applicants should note that these criteria serve to: (a) identify the significant matters which the applicants should address in their applications, and (b) set the standard against which all applications will be evaluated.

Technical and other factors will be evaluated relative to each other, as described here and prescribed by the Technical Application Format. The Technical Application will be scored by a Merit Review Committee (MRC) using the criteria described in this section.

2. Review and Selection Process

USAID will conduct a merit review of all applications received that comply with the instructions in this NOFO.

a) Merit Review – Phase 1

Technical Applications will be reviewed and evaluated in accordance with the following merit review criteria shown in ***<u>descending order of importance</u>***:

1. Evaluation Criteria

1.1 Technical Approach:

The extent to which the proposed Technical Approach demonstrates the applicant's comprehensive understanding of the development challenge and applicable context and clearly describes sustainable, high-impact, and innovative yet feasible approaches that will achieve the Activity goal, results, and guiding principles specified in the NOFO.

1.2 Management Plan and Staffing:

The extent to which the proposed Management Plan and Staffing section demonstrates the applicant's sound, flexible and feasible management approach and structure, and requisite capacity of itself, proposed sub-awardees, and Key Personnel to successfully implement the Activity.

b) Merit Review – Phase 2

There is no merit review during the co-creation process. If the co-creation is successful and the apparently successful applicant is invited to submit a Final Package, it will be reviewed under Phase 3 per the merit review criteria outlined below.

c) Merit Review – Phase 3

The Final Package submitted by the Apparently Successful Applicant upon USAID request under Phase 3 will be evaluated based on the following:

1. Technical Application

The Technical Application received as part of the Final Package after the co-design sessions is the most important consideration in making the award decision. At this stage, USAID/Haiti will evaluate the Technical Application of the Apparently Successful Applicant as "***Acceptable***" or "***Unacceptable***" based on the extent to which it adequately incorporates the discussions, ideas, feedback, and agreed upon changes from the co-design. In the event that co-design and negotiations fail to improve the Apparently Successful Applicant's Technical Application, the Agreement Officer may determine the application as "unacceptable."

2. Business Review

Following the co-design sessions, the Apparently Successful Applicant's finalized Cost/Business Application will be reviewed based upon these discussions and adjustments made. The Apparently Successful Applicant may seek additional clarification from USAID before submitting the final Cost/Business Application.

The Agency will review the cost application of the applicant(s) under consideration for an award as a result of the merit criteria review to determine whether the costs are allowable in accordance with the cost principles found in 2 CFR 200 Subpart E.

The Agency will also consider (1) the extent of the applicant's understanding of the financial aspects of the program and the applicant's ability to perform the activities within the amount requested; (2) whether the applicant's plans will achieve the program objectives with reasonable economy and efficiency; and (3) whether any special conditions relating to costs should be included in the award.

Proposed cost share will be reviewed for compliance with the standards set forth in 2 CFR 200.306, 2 CFR 700.10, and the Standard Provision "Cost Sharing (Matching)" for U.S. entities, or the Standard Provision "Cost Share" for non-U.S. entities.

The AO will perform a risk assessment (2 CFR 200.206). The AO may determine that a pre-award survey is required to inform the risk assessment in determining whether the prospective recipient has the necessary organizational, experience, accounting and operational controls, financial resources, and technical skills – or ability to obtain them – in order to achieve the objectives of the program and comply with the terms and conditions of the award. Depending on the result of the risk assessment, the AO will decide to execute the award, not execute the award, or award with “specific conditions” (2 CFR 200.208).

[END OF SECTION E]

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SECTION F: FEDERAL AWARD ADMINISTRATION INFORMATION

1. Federal Award Notices

Award of the agreement contemplated by this NOFO cannot be made until funds have been appropriated, allocated and committed through internal USAID procedures. While USAID anticipates that these procedures will be successfully completed, potential applicants are hereby notified of these requirements and conditions for the award.

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 Agreement may be incurred before receipt of either a fully executed Agreement or a specific, written authorization from the Agreement Officer.

The Cooperative Agreement signed by the Agreement Officer is the authorizing document, which shall be transmitted to the Recipient for countersignature to the authorized agent of the successful organization(s) electronically, to be followed by original copies for execution.

Notification will also be made electronically to unsuccessful applicants pursuant to ADS 303.3.7.1.b. USAID will consider requests for additional information pursuant to ADS 303.3.7.2.

2. Administrative & National Policy Requirements

The resulting award from this NOFO will be administered in accordance with the following policies and regulations.

For US organizations: ADS 303, 2 CFR 700, 2 CFR 200, and Standard Provisions for U.S. Non-governmental organizations.

For Non US organizations: ADS 303, Standard Provisions for Non-U.S. Non-governmental Organizations.

See Annex 2, for a list of the Standard Provisions that will be applicable to any awards resulting from this NOFO.

3. Reporting Requirements

3.1 Financial Reporting:

- The Recipient must submit the Federal Financial Form (FFR): (SF-425) on a quarterly basis via electronic format to the Agreement Officer's Representative (AOR) and the USAID 's Financial Management Office. The recipient must submit a copy of the FFR at the same time to the Agreement Officer (AO).

- The Recipient must submit the original and two copies of all final financial reports to the Agreement Officer's Representative (AOR) and the USAID 's Financial Management Office. The recipient must also submit an electronic version of the final Federal Financial Form (SF-425) to the Agreement Officer (AO) in accordance with paragraph above.

- On a quarterly basis, the AOR may require additional information related to financial accruals and pipeline of funds. This information will help to ensure that the activity has an adequate pipeline to conduct its programs. These reports/forms will be submitted when requested within 30 calendar days from the end of each quarter. In addition to this, Awardee will submit accruals reports to the AOR 15 days before the end of each quarter; and must contain at a minimum the following information:

    - Total funds obligated to date by USAID into the award
    - Total funds expended to date, including a breakdown of the budget categories with additional detail to be provided upon request by the AOR.
    - Pipeline (obligated funds minus expended funds)
    - Funds and time remaining in the award
    - Breakdown of expenditures by type of funding.

3.2 Performance Reporting

The Recipient must submit a copy of quarterly, annual, and final performance reports to the AOR in accordance with 2 CFR 200.328. The Recipient may also be required to submit other ad hoc reports as requested by USAID and/or the Office of the Global AIDS Coordinator (OGAC).

Annual Implementation Plan

The Applicant is encouraged to work with other donors and implementing partners, including local non-governmental organizations, faith-based organizations, the private sector, and civil society, and government entities to inform the Annual Implementation Plan. Co-design is expected to feature prominently post-award, bringing together the private sector, government entities, and other stakeholders to foster local ownership once the award has been made. The annual work planning process will specifically provide an opportunity to foster input and collaboration during activity implementation.

The Recipient should include a draft first year Implementation Plan within 60 days of award, which displays expected activities per month to achieve the annual performance targets, as specified in the Activity Monitoring, Evaluation, and Learning Plan (AMELP) (below). The Implementation Plan will describe activities to be conducted at a greater level of detail than in the Program Description but should cross-reference the applicable sections in the Program Description.

The Recipient must submit a final Annual Implementation Plan within ninety (90) days of the award date. The applicant will work with the AOR throughout the Annual Implementation Plan development process to ensure the annual implementation plan appropriately reflects activity objectives and the activity description. The annual implementation plan must detail the work to be accomplished during the upcoming year.

The due date for draft Annual Implementation Plans for subsequent years will be no later than June 1st, and final Annual Implementation Plans will be due no later than August 30th.

Annual Implementation Plans should include all sections described in the initial implementation plan. In addition, the subsequent annual implementation plans shall review the activities of the year that is ending, the activities that were implemented, the results achieved, and any problems that existed and how they were resolved. These subsequent annual plans should propose activity adjustments to reflect any lessons learned. As with the initial implementation plan, the AOR will review the plan and provide comments and recommendations to be incorporated into the final version submitted to the AOR for approval. In addition, all substantial changes in the annual implementation plan require prior written approval of the AOR.

<u>The Annual Implementation Plan must also include a section on **security and contingency plans** as well as **risk-based analysis** that relate to different planned interventions as well as overall management approach and monitoring.</u>

b) Activity Monitoring, Evaluation, and Learning Plan

The recipient must develop a comprehensive activity monitoring, evaluation, and learning plan (AMELP) that outlines how the activity will track progress and performance, identify learning opportunities, and effectively adapt programming to anticipate and respond to challenges and opportunities as they arise. The AMELP must also demonstrate how the Activity will routinely assess the quality of data; the status of activities; whether these activities are resulting in their intended outcomes; if those outcomes are leading to the desired objectives; whether critical assumptions remain valid; and whether course corrections should be made. In addition, the AMELP should be consistent with the Mission's Performance Management Plan (PMP) and meet the Mission's needs for monitoring, evaluation, learning, collaboration, and adaptive management, including meeting external reporting requirements, such as the Mission's annual Performance Plan and Report (PPR).

The first draft of the AMELP must be submitted to the AOR within 60 days of the award and the final draft within 90 days of the award. The AMELP must be updated regularly, and submitted to the AOR for approval when any revisions are made. prioritize gender equality and youth inclusion, and include a data management plan which describes how performance data will be collected, stored, protected, analyzed, disseminated, and reported. The plan must furthermore describe the staffing structure of roles and responsibilities for all proposed monitoring, evaluation and learning (MEL) tasks. Performance monitoring based on USAID best practices, including a balanced set of outcomes and output indicators, will be required for this Activity. Proposed indicators must meet Agency and Mission Sustainable Landscapes, Climate Change Adaptation, and Resilience reporting requirements. The AMELP must include standard indicators that are required under different streams of USAID funding. As Haiti is a country prone to natural, human-made disasters and disease outbreaks, it is expected that implementing partners may receive additional funds to respond to any outbreak of Cholera, COVID-19, and other health issues. In that regard, there will be reporting requirements for any additional and/or existing funding received.

Finally, the recipient must take into consideration the need for continued monitoring and evaluation of security issues, natural disasters, and other shocks or stressors. Therefore, the recipient must indicate the monitoring approaches it plans to utilize for safe execution of the AMELP and potential contingency plans for data collection in the face of shocks/stresses. The plan must explain how certain indicators will be analyzed, including any specific software that may be necessary for analysis. This is also an opportunity for the applicant to ensure a consistent data analysis approach among multiple partners. In addition, the AMELP must describe the Activity's procedures for collecting feedback from beneficiaries; responding to feedback from beneficiaries; and reporting to USAID on beneficiary feedback.

Given the uniquely challenging operating environment, the monitoring approach must include both performance and context monitoring. Partners are responsible for collecting baseline data for their performance indicators, when applicable and needed.

Performance monitoring refers to monitoring the quantity, quality, and timeliness of activity outputs within the control of the implementer, as well as the monitoring of activity outcomes that are expected to result from the combination of these outputs. Performance monitoring includes operational monitoring such as checking back later to see if completed activities still function. For example, if an individual is trained, does he or she apply the training properly, or if a livelihood activity is supported, how much income does the activity contribute to a household?

Context monitoring is the monitoring of local conditions that may directly affect implementation and performance (such as non-USAID projects operating within the same sector or area as USAID projects). Context monitoring also monitors external factors that may directly or indirectly affect implementation and performance (such as macro-economic, social, or political conditions). Context monitoring should be used to monitor assumptions and risks identified that could affect the achievement of the activity's outcomes. In order to have a sound monitoring system, applicants will propose indicators, determine ways to set baselines, realistic targets (only for performance indicators), and effective procedures for internal data quality control.

In addition to the standard required indicators for USAID sustainable landscapes funding and GIS data, a robust Learning Agenda[18] must also be included in the AMELP. The Learning Agenda will

[18] *Learning Agenda*

detail the learning priority areas (or key learning questions) that will inform the entire MEL approach, including indicator and non-indicator monitoring (performance and context) and evaluation planning. A USAID-funded performance evaluation will be required for this Activity. The AMELP will need to include a description of how the applicant will work with USAID to prepare for, coordinate, and learn from the planned external evaluation.

The AMELP must consider indicator disaggregation by geographic location when feasible and useful for management purposes. When geographically disaggregated indicators are included, the MEL Plan must indicate the level of geographic detail at which the indicator data will be collected. Although most data will be national, there are expectations relating to improved access to fortified food for specific subpopulations within urban and rural areas. Where appropriate, it is recommended to collect performance data at the sub-national level (Commune, Section Communale)

Additionally, the recipient must collect and submit Activity Location Data according to the following requirements and the geographic data collection and submission standards outlined in below:

- At a minimum, the location(s) where the Activity is implemented must be collected at the Populated Place (i.e., city or town latitude/longitude); Exact Site Location (e.g., facility latitude/longitude); and/or Exact Line or Area Feature (e.g., an area of land or a segment of roadway level.
- At a minimum, the location of the Activity's intended beneficiaries must be collected at the sub-watershed and commune levels unless the Location of Intended Beneficiaries is considered nationwide, in which case it will be collected at the country level.

The AMELP should also apply USAID's Collaboration, Learning, and Adapting (CLA) principles (see ADS 201.3.4.10)[19] to effectively collaborate with other implementing partners and integrate real time monitoring and learning back into the project strategy and program implementation. This approach must ensure that knowledge is shared not only with USAID, but also with the broader set of stakeholders, including communities, watershed groups, local government, and other donors. Within the AMELP, the recipient must demonstrate how CLA practices will be incorporated into the design of the proposed intervention as well as in implementation and show how the theory of change of the proposed solution aligns with the USAID/Haiti 2022-2024 Strategic Framework. The recipient must demonstrate how it plans to ensure that the implementing team, systems, and processes are well-developed for advancing an adaptive approach, ensuring that the learning that emerges can be translated to an adjusted activity implementation approach in collaboration with partners and USAID. The recipient will need to

[19] *Understanding CLA | USAID Learning Lab*

consider what types of regular or targetted, short, focused studies and methods will facilitate rapid activity feedback and serve as compelling evidence for developing and making in-course corrections throughout the life of the Activity.

c) Other Reporting

During the life of the award, the Recipient may be required to prepare and submit to USAID other special reports concerning specific interventions and/or analyses. These requests will be in writing and will specify the due date. The substance of this reporting may include special award interventions (including short-term consultants reports detailing interventions and findings and making recommendations as appropriate), coordination with other USAID projects, USG agencies, or coordination with other donors. USAID may also request the attendance of project staff to Partners' Meetings.

d) Quarterly Performance Report:

Within thirty (30) days after the end of each quarter, the recipient must submit one (1) original and one (1) copy of a performance report to the AOR. The performance reports are required to be submitted quarterly and must contain the following:

- quantitative and qualitative analysis of progress against objectives, results, and targets;
- summary of key activities planned for the next quarter;
- discussion of lessons learned, good practices, and success stories;
- description of progress towards local capacity building goals (see below), description of activities, successes, and challenges;
- Environmental Mitigation and Monitoring Report (EMMR) on the status of the environmental management conditions established in the Initial Environmental Examination (IEE) and Climate Risk Management analysis documentation (presented in a table organized per department per service delivery point) to be included in the quarterly report;
- quarterly meetings with the Agreement Officer's Representative (AOR) and the Mission Environmental Officer (MEO)/Deputy Mission Environmental Officer (DMEO) to discuss the compliance status of the project activities;
- challenges outside the scope of the Activity Description that affect implementation;
- summary table of indicators, targets, and results to date; and
- financials for the quarter and projections for the next two (2) quarters.

Furthermore, notification must be given in the case of problems, delays, or adverse conditions, which materially impair the ability to meet the objectives of the award. These notifications must include a statement of the action taken and any assistance needed to resolve the situation. Following receipt of the report, a "quarterly review" meeting with the AOR and other relevant Mission staff will be held to discuss results, challenges, and the way forward.

e) Annual Reports

Within ninety (90) days after the close of each award year, in accordance with 2 CFR 200.328(b), the recipient must submit to the AOR an annual report, inclusive of the final quarter report, which reflects the progress of the program activities over the last year against the work plan/performance targets. The report should indicate the outputs and impact the program is having on the target beneficiaries. Annual and cumulative to date data should be included. Anecdotal stories and case studies, pictures and any other information that gives insight into the success of the program should be included.

f) Final Report

The final performance report is due ninety (90) days after the expiration or termination of the award in accordance with 2 CFR 200.328(b). The final report shall include an executive summary of the applicant's accomplishments in achieving results and conclusions about areas in need of future assistance; an overall description of the applicant's activities and attainment of results by country or region, as appropriate during the life of the cooperative agreement; an assessment of the progress made toward accomplishing the objective and expected results significance of these activities; important research findings, comments and recommendations, and a fiscal report that describes how the applicant's funds were used. The report should also indicate the contextual opportunities remaining that could easily be harnessed to sustain the results of the activity.

g) Closeout Plan:

Ninety (90) days prior to the end of the Agreement, the recipient shall submit a closeout plan to the AOR and the Acquisition and Assistance Office. The closeout plan shall include: brief program summary; brief program timeline; financial status report; final Financial Status Report timeline; latest NICRA or indirect cost rates; anticipated balance of federal funds after expiration of the instrument; final inventory of residual non- expendable property, which was acquired or furnished under the instrument; program and activity end date; recipient responsibilities during phase out; Sub awardees and/or partnership phase out; status of all program audit reports per the instrument's provisions; final audit report timeline; final report timeline; personnel phase-out timeline; personnel phase-out plan; and job descriptions for personnel anticipated to serve during the closeout phase.

Reports Table

All reports must be submitted to the AO and/or the AOR by the due dates specified above and below.

Reports	Due Date	Due to
Annual Implementation Plan	First year: draft within sixty (60) days of award, final within ninety (90) days of the award date. Subsequent years: August 30^{th}.	AOR
Activity Monitoring, Evaluation and Learning Plan (AMELP)	Draft within sixty (60 days of the award, final within ninety (90) days of the award. Updated annually and submitted to USAID for approval annually on August 30th.	AOR
Quarterly Performance Report	Within thirty (30) days after the end of each quarter	AOR
Annual Report	Within ninety (90) days after the close of each award year	AOR
Final Report	Due ninety (90) days after the expiration or termination of the award	AOR
Closeout Plan	Due Ninety (90) days prior to the end of the Agreement	AOR and AO
Branding & Marking Plan	Within 30 days of the award	AOR and AO
Development Experience Clearinghouse Requirements	Quarterly, annual, and final performance reports	AOR for clearance prior to submission to USAID'S Development Experience Clearinghouse

Gender Framework	Within 90 calendar days of the award	AOR
Security and Contingency Plan	Within 30 days of the award and updated as applicable.	AOR and AO

4. Other Requirements

4.1 Branding & Marking Plan

The apparently successful applicant will be required to submit a Branding Strategy and Marking Plan to be evaluated and approved by the Agreement Officer within 30 days of the award. A Branding Implementation Strategy and Marking Plan must be in accordance with USAID Branding and Marking Plan as required per ADS 320 at the following link: http://www.usaid.gov/policy/ads/300/.

4.2 Development Experience Clearinghouse Requirements:

Per ADS 540, "USAID maintains the DEC as its primary institutional memory resource. It provides Agency staff and development partners with accurate, comprehensive, and timely information on the Agency's development experience."
The Recipient must submit quarterly, annual, and final performance reports to the AOR for clearance prior to timely submission to USAID'S Development Experience Clearinghouse in accordance with ADS 540 requirements at the DEC website https://dec.usaid.gov/dec/home/Default.aspx .

The applicant must upload the quarterly performance reports, annual reports and the final report to the USAID's DEC within 10 business days after receiving AOR clearance by email, and then notify the AOR by email when the upload has been completed.

4.3 Gender Adolescents and Youth

Gender issues are central to achieving equitable, sustainable health outcomes. USAID strives to promote gender equality, in which both women and men have equal opportunity to benefit from and contribute to economic, social, cultural, and political development; enjoy socially valued resources and rewards; and realize their human rights.

The Activity must therefore account for gender differentiated rights, roles, and responsibilities in developing strategies and interventions, while also supporting positive gender roles for women, especially young women, and men within the Activity.

When considering how and to whom products are marketed, the Activity should include pregnant women, new mothers and their partners in any market research to ensure the benefits of a product are easily understood; that it is affordable; and that it is packaged in such a way as to be easily carried. Concerns and barriers that are identified should be documented periodically and reported thematically.

A Mission Gender Analysis was performed in November 2020 and is applicable to this Activity in compliance with ADS 205. Additionally, the Activity must comply with USAID's 2020 policy on Gender Equality and Women's Empowerment.

This Activity's intervention package must include use of a multi-sectoral and gendered approach, to help reduce gender and age disparities in access to fortified foods. The Award Recipient must submit a Gender Framework within 90 calendar days of the award. The exact format and content of the Gender Framework will be determined in collaboration with the AOR.

4.4 Local Capacity Development and Sustainability Plan

The Activity will align with USAID/Haiti's focus on increasing local partnership and participation and making development more inclusive of marginalized and underserved groups. In accordance with the new USAID localization initiative, the applicant must develop a Local Capacity Development and Sustainability Plan that incorporates strategic interventions on how to promote local partner sustainability throughout the implementation of this activity. These interventions include, but are not limited to, strategic and intentional decisions about why and how to assess and invest in matched funding, and in the development of training courses. Testing and sampling interventions are expected to take into account financial sustainability; any need for ongoing training and maintenance beyond the life of this Activity, and the viability of specialist equipment in a country where power and water supplies can be intermittent.

In each quarterly report, the prime partner will report progress made to foster Local Partner Sustainability in communities by summarizing the implemented capacity building activities, the performance of local partners (and any sub-awardees), local systems in achieving and sustaining demonstrable results.

4.5 Environmental Compliance Requirements

The Foreign Assistance Act of 1961, as amended, Section 117 requires that the impact of USAID's activities on the environment be considered, and that USAID include environmental sustainability as a central consideration in designing and carrying out its development programs. This mandate is codified in the Code of Federal Regulations (22 CFR 216) and in USAID's Automated Directives System Parts 201.5.10g and 204, which, in part, require the identification of potential environmental impacts of USAID-financed activities are identified prior to a final decision to proceed and that appropriate environmental safeguards are adopted for all activities. The

Applicant environmental compliance obligations under these regulations and procedures are specified in the following paragraphs:

A stand-alone Request for Categorical Exclusion (RCE), 111 LAC-24-08 was approved on May 3, for the activities anticipated by the associated Activity Description. The RCE covers activities expected to be implemented under a cooperative agreement. USAID has determined that an RCE applies to all the proposed activities. This indicates that if these activities are implemented subject to the specified conditions, they are expected to have no adverse effect on the environment. Any significant changes in the Activity will require an amendment of the approved RCE or an IEE.

As noted, a Categorical Exclusion is recommended for those activities that present very little to no risk of adverse environmental impact, direct or indirect. These activities, or classes of activities, fall under the following citations from 22 CFR §216.2(c)2:

i. Activities involving education, training, technical assistance or training programs except to the extent such programs include activities directly affecting the environment (such as construction of facilities, etc.);

ii. Activities involving analyses, studies, academic or research workshops and meetings;

iii. Activities involving document and information transfers;

iv. Programs involving nutrition, health care, or family planning services except to the extent designed to include activities directly affecting the environment (such as construction of facilities, water supply systems, wastewater treatment, etc.);

v. Studies, projects or programs intended to develop the capability of IP countries to engage in development planning, except to the extent designed to result in activities directly affecting the environment (such as construction of facilities, etc.).

As part of its initial implementation plan, and all annual implementation plans thereafter, the Applicant, in collaboration with the Agreement Officer's Representative (AOR) and Mission Environmental Officer or Bureau Environmental Officer, as appropriate, shall review all ongoing and planned activities under this agreement to determine if they are within the scope of the approved Regulation 216 environmental documentation. If the Applicant plans any new activities outside the scope of the approved Regulation 216 environmental documentation, it shall prepare an amendment to the documentation for USAID review and approval. No such new activities shall be undertaken prior to receiving written USAID approval of environmental documentation amendments.

Any ongoing activities found to be outside the scope of the approved Regulation 216 environmental documentation shall be halted until an amendment to the documentation is submitted and written approval is received from USAID.

In addition, the Applicant must comply with host country environmental regulations unless otherwise directed in writing by USAID. In case of conflict between host country and USAID regulations, the latter shall govern.

4.6 Foreign Tax Reports

Foreign Tax Reports: Standard report will be issued for each Fiscal Year and delivered prior to April 16th of each year.

4.7 Development Information Solution (DIS)

The Mission has established and manages a web-based performance monitoring information management system called "Development Information Solution (DIS)", to which designated USAID Staff and all implementing partners are required to submit performance results each quarter. DIS Haiti serves as a repository for all Mission-related performance indicators at the strategy, project, and activity/implementing mechanism (IM) levels. Indicator information includes, but may not be limited to, indicator definition, baseline values and time frames, targets and rationales for targets, and actual values. All USAID/Haiti implementing partners must assign a Point of Contact (POC) who will be responsible for ensuring that project information is entered into the DIS Haiti reporting system. Additional information and guidance about the DIS platform will be shared at time of award.

[END OF SECTION F]

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SECTION G: FEDERAL AWARDING AGENCY CONTACT(S)

1. NOFO Points of Contact

The Point of Contact for questions is Sandra Ricot. Questions should be submitted via email to sricot@usaid.gov, with a copy to Alina Menicucci at atmenicucci@usaid.gov by the deadline listed on the cover page of this NOFO.

2. Acquisition and Assistance Ombudsman

The A&A Ombudsman helps ensure equitable treatment of all parties who participate in USAID's acquisition and assistance process. The A&A Ombudsman serves as a resource for all organizations who are doing or wish to do business with USAID. Please visit this page for additional information: https://www.usaid.gov/work-usaid/acquisition-assistance-ombudsman

The A&A Ombudsman may be contacted via: Ombudsman@usaid.gov

[END OF SECTION G]

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SECTION H: OTHER INFORMATION

USAID reserves the right to fund any or none of the applications submitted. The Agreement Officer is the only individual who may legally commit the Government to the expenditure of public funds. Any award and subsequent incremental funding will be subject to the availability of funds and continued relevance to Agency programming.

<u>Applications with Proprietary Data</u>

Applicants who include data that they do not want disclosed to the public for any purpose or used by the U.S. Government except for evaluation purpose, should mark the cover page with the following:

> "This application includes data that must not be disclosed, duplicated or used – in whole or in part – for any purpose other than to evaluate this application. If, however, an award is made as a result of – or in connection with – the submission of this data, the U.S. Government will have the right to duplicate, use, or disclose the data to the extent provided in the resulting award. 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 sheets {insert sheet numbers}."

Additionally, the applicant must mark each sheet of data it wishes to restrict with the following:

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

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ANNEX 1 - SUMMARY BUDGET TEMPLATE

The template below illustrates the summary budget sample.

Cost Category	**Year 1**	**Year 2**	**Year 3**	**Year 4**	**Year 5**
Personnel					
Fringe Benefits					
Travel					
Equipment					
Supplies					
Subawards					
Construction					
Program Activities					
Other Direct Costs					
Total Direct Charges					
Indirect Charges					
TOTAL					

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ANNEX 2 - STANDARD PROVISIONS

(Note: the full text of these provisions may be found at: https://www.usaid.gov/ads/policy/300/303maa, https://www.usaid.gov/ads/policy/300/303mab, and https://www.usaid.gov/ads/policy/300/303mat). The actual Standard Provisions included in the award will be dependent on the organization that is selected (or the type of award, in the case of a fixed amount award). The award will include the latest Mandatory Provisions for either U.S. or non-U.S. Nongovernmental organizations, as appropriate**.** The award will also contain the following "required as applicable" Standard Provisions:

Please note that the resulting award will include all standard provisions (both mandatory and required as applicable) in full text.

REQUIRED AS APPLICABLE STANDARD PROVISIONS FOR U.S. NON-GOVERNMENTAL ORGANIZATIONS

Required	Not Required	TBD	Standard Provisions
		√	RAA1. NEGOTIATED INDIRECT COST RATES - PREDETERMINED (NOVEMBER 2020)
		√	RAA2. NEGOTIATED INDIRECT COST RATES - PROVISIONAL (Nonprofit) (NOVEMBER 2020)
		√	RAA3. NEGOTIATED INDIRECT COST RATE - PROVISIONAL (Profit) (DECEMBER 2014)
		√	RAA4. INDIRECT COSTS – DE MINIMIS RATE (NOVEMBER 2020)
			RAA5. RESERVED
	√		RAA6. VOLUNTARY POPULATION PLANNING ACTIVITIES – SUPPLEMENTAL REQUIREMENTS (JANUARY 2009)
	√		RAA7. PROTECTION OF THE INDIVIDUAL AS A RESEARCH SUBJECT (APRIL 1998)
	√		RAA8. CARE OF LABORATORY ANIMALS (MARCH 2004)
√			RAA9. TITLE TO AND CARE OF PROPERTY (COOPERATING COUNTRY TITLE) (NOVEMBER 1985)
√			RAA10. COST SHARING (MATCHING) (FEBRUARY 2012)

√			RAA11. PROHIBITION OF ASSISTANCE TO DRUG TRAFFICKERS (JUNE 1999)
		√	RAA12. INVESTMENT PROMOTION (NOVEMBER 2003)
√			RAA13. REPORTING HOST GOVERNMENT TAXES (DECEMBER 2014)
√			RAA14. FOREIGN GOVERNMENT DELEGATIONS TO INTERNATIONAL CONFERENCES (JUNE 2012)
	√		RAA15. CONSCIENCE CLAUSE IMPLEMENTATION (ASSISTANCE) (FEBRUARY 2012)
	√		RAA16. CONDOMS (ASSISTANCE) (SEPTEMBER 2014)
	√		RAA17. PROHIBITION ON THE PROMOTION OR ADVOCACY OF THE LEGALIZATION OR PRACTICE OF PROSTITUTION OR SEX TRAFFICKING (ASSISTANCE) (SEPTEMBER 2014)
			RAA18. RESERVED
	√		RAA19. STANDARDS FOR ACCESSIBILITY FOR THE DISABLED IN USAID ASSISTANCE AWARDS INVOLVING CONSTRUCTION (SEPTEMBER 2004)
	√		RAA20. STATEMENT FOR IMPLEMENTERS OF ANTI-TRAFFICKING ACTIVITIES ON LACK OF SUPPORT FOR PROSTITUTION (JUNE 2012)
	√		RAA21. ELIGIBILITY OF SUBRECIPIENTS OF ANTI-TRAFFICKING FUNDS (JUNE 2012)
	√		RAA22. PROHIBITION ON THE USE OF ANTI-TRAFFICKING FUNDS TO PROMOTE, SUPPORT, OR ADVOCATE FOR THE LEGALIZATION OR PRACTICE OF PROSTITUTION (JUNE 2012)
√			RAA23. UNIVERSAL IDENTIFIER AND SYSTEM FOR AWARD MANAGEMENT (NOVEMBER 2020)
√			RAA24. REPORTING SUBAWARDS AND EXECUTIVE COMPENSATION (NOVEMBER 2020)
	√		RAA25. PATENT REPORTING PROCEDURES (NOVEMBER 2020)
	√		RAA26. ACCESS TO USAID FACILITIES AND USAID'S INFORMATION SYSTEMS (AUGUST 2013)
√			RAA27. CONTRACT PROVISION FOR DBA INSURANCE UNDER RECIPIENT PROCUREMENTS (DECEMBER 2014)
			RAA28. RESERVED
			RAA29. RESERVED
		√	RAA30. PROGRAM INCOME (AUGUST 2020)

	√		RAA31. NEVER CONTRACT WITH THE ENEMY (NOVEMBER 2020)

REQUIRED AS APPLICABLE STANDARD PROVISIONS FOR NON-U.S. NON-GOVERNMENTAL ORGANIZATIONS

Required	Not Required	TBD	Standard Provisions
		√	RAA1. ADVANCE PAYMENT AND REFUNDS (NOVEMBER 2020)
		√	RAA2. REIMBURSEMENT PAYMENT AND REFUNDS (DECEMBER 2014)
		√	RAA3. INDIRECT COSTS – NEGOTIATED INDIRECT COST RATE AGREEMENT (NICRA) (NOVEMBER 2020)
		√	RAA4. INDIRECT COSTS – CHARGED AS A FIXED AMOUNT (NONPROFIT) (JUNE 2012)
		√	RAA5. INDIRECT COSTS – DE MINIMIS RATE (NOVEMBER 2020)
		√	RAA6. UNIVERSAL IDENTIFIER AND SYSTEM OF AWARD MANAGEMENT (NOVEMBER 2020)
√			RAA7. REPORTING SUBAWARDS AND EXECUTIVE COMPENSATION (NOVEMBER 2020)
√			RAA8. SUBAWARDS (DECEMBER 2014)
√			RAA9. TRAVEL AND INTERNATIONAL AIR TRANSPORTATION (DECEMBER 2014)
√			RAA10. OCEAN SHIPMENT OF GOODS (JUNE 2012)
√			RAA11. REPORTING HOST GOVERNMENT TAXES (JUNE 2012)
	√		RAA12. PATENT RIGHTS (JUNE 2012)
			RAA13. RESERVED
		√	RAA14. INVESTMENT PROMOTION (NOVEMBER 2003)
√			RAA 15. COST SHARE (JUNE 2012)
		√	RAA16. PROGRAM INCOME (AUGUST 2020)
√			RAA17. FOREIGN GOVERNMENT DELEGATIONS TO INTERNATIONAL CONFERENCES (JUNE 2012)
	√		RAA18. STANDARDS FOR ACCESSIBILITY FOR THE DISABLED IN USAID ASSISTANCE AWARDS INVOLVING CONSTRUCTION (SEPTEMBER 2004)
	√		RAA19. PROTECTION OF HUMAN RESEARCH SUBJECTS (JUNE 2012)
	√		RAA20. STATEMENT FOR IMPLEMENTERS OF ANTI-TRAFFICKING ACTIVITIES ON LACK OF SUPPORT FOR PROSTITUTION (JUNE 2012)
	√		RAA21. ELIGIBILITY OF SUBRECIPIENTS OF ANTI-TRAFFICKING FUNDS (JUNE 2012)

	√		RAA22. PROHIBITION ON THE USE OF ANTI-TRAFFICKING FUNDS TO PROMOTE, SUPPORT, OR ADVOCATE FOR THE LEGALIZATION OR PRACTICE OF PROSTITUTION (JUNE 2012)
		√	RAA23. VOLUNTARY POPULATION PLANNING ACTIVITIES – SUPPLEMENTAL REQUIREMENTS (JANUARY 2009)
	√		RAA24. CONSCIENCE CLAUSE IMPLEMENTATION (ASSISTANCE) (FEBRUARY 2012)
	√		RAA25. CONDOMS (ASSISTANCE) (SEPTEMBER 2014)
	√		RAA26. PROHIBITION ON THE PROMOTION OR ADVOCACY OF THE LEGALIZATION OR PRACTICE OF PROSTITUTION OR SEX TRAFFICKING(ASSISTANCE) (SEPTEMBER 2014)
	√		RAA27. LIMITATION ON SUBAWARDS TO NON-LOCAL ENTITIES (JULY 2014)
√			RAA28. CONTRACT PROVISION FOR DBA INSURANCE UNDER RECIPIENT PROCUREMENTS (DECEMBER 2014)
			RAA29. RESERVED
			RAA30. RESERVED
√			RAA31. NEVER CONTRACT WITH THE ENEMY (NOVEMBER 2020)

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ANNEX 3 - ABBREVIATIONS AND ACRONYMS

AFFORD	Advancing Food Fortification Opportunities to Reinforce Diets
BHA	Bureau for Humanitarian Assistance
DHS	Demographic Health Survey (see "EMMUS VI")
EGAD	Economic Growth and Agricultural Development
EMMUS-VI	Enquête Mortalité, Morbidité et Utilisation des Services (the Haitian DHS)
FAO	Food and Agriculture Organization
FFI	Food Fortification Initiative
FFWG	Food Fortification Working Group
FÒTIFYE	Fòtifye Manje pou Ranfòse Sante ("Strengthening Food to Boost Health")
GOH	Government of Haiti
HRASA	Haiti Resilience and Agriculture Sector Advancement
LSFF	Large Scale Food Fortification
MFK	Meds and Foods for Kids Haiti
MSPP	Ministère de la Santé Publique et de la Population (Ministry of Public Health and Population)
PD	Program Description
PSE	Private Sector Engagement
RANFOSE	Ranfòse Abitid Nitrisyon pou Fè Ogmante Sante ("Strengthen Nutrition to Increase Health")
SNF	Specialized Nutritious Foods
UNICEF	United Nations Children's Fund
USAID	United States Agency for International Development
USG	U.S. Government
WFP	World Food Program
WHO	World Health Organization
WRA	Women of Reproductive Age

Insert a list of any abbreviations and acronyms used in the Applicant application.

[END OF SECTION H]

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