



USAID
FROM THE AMERICAN PEOPLE

GUATEMALA

ANNOUNCEMENT

CALL FOR LOCALLY LED DEVELOPMENT CONCEPTS ON *KEM* (Maya-K'iche' word that means "weaving") STRENGTHENING ENGAGEMENT WITH YOUTH AND INDIGENOUS PEOPLE

ADDENDUM #9 TO

LOCALLY LED DEVELOPMENT ANNUAL PROGRAM STATEMENT APS No.: 7200AA19APS00007

APPLICANTS - PLEASE NOTE: This is an addendum to an existing announcement. All interested organizations must carefully review both this addendum AND the full announcement, which can be found here:

<https://www.grants.gov/web/grants/view-opportunity.html?oppld=314757>

(Spanish translation available here:

<https://docs.google.com/document/d/1SdeskpsdGpe4jzFLMeUo4lP38KlI7Wr1o35F52dRfPg/edit>).

Important information contained in the full worldwide announcement is not repeated in this specific addendum.

This program is authorized in accordance with the Foreign Assistance Act of 1961, as amended.

Through this Addendum (Spanish version available here:

<https://docs.google.com/document/d/107xg6aFaQ1-k46571fiS47qY5EXoaty1ZB2xGw7do6Y/edit>) to the

Locally Led Development Annual Program Statement (APS) No. 7200AA19APS00007,

USAID/Guatemala is making a special call to local actors for the submission of concepts focused on

KEM, STRENGTHENING ENGAGEMENT WITH YOUTH AND INDIGENOUS PEOPLE in Guatemala.

The deadline for concept submissions is **July 28, 2021**.

USAID is seeking concepts that strengthen youth and indigenous peoples participation at the community, municipal, regional, and national levels. Specifically, the submitted concepts should propose interventions that assist USAID to:

1. Implement listening and learning activities that strengthen youth and indigenous participation and equip youth and indigenous peoples with the skills they need to effectively participate in development processes, in line with the USAID's [Youth in Development Policy](#) and [Policy on Promoting the Rights of Indigenous Peoples](#).
2. Provide support to implement USAID/Guatemala's [Indigenous Peoples' Engagement Strategy](#) (also available [in Spanish](#)).

3. Strengthen collaboration between the Government of Guatemala (GOG) (both local and national) and Indigenous Peoples' Authorities in support of the GOG's [*La Ruta, Reunion entre Pueblos*](#) (hereafter referred as *La Ruta*), and other initiatives aimed at building partnerships among government, Indigenous Peoples, civil society, and the private sector to improve services and quality of life in predominantly indigenous regions.
4. Strengthen the capacity of youth and indigenous organizations to advance local development, particularly in communities most affected by the impacts of COVID-19.

USAID envisions entering into one Fixed Amount Award (FAA) with a local partner (or consortia of local partners with one organization serving as the prime) for an amount not to exceed \$2 million, subject to funding availability. A FAA offers organizations the opportunity to strengthen and improve their internal procedures, systems, and policies. USAID/Guatemala's final determinations of award amounts will be based on the final applications developed through a collaborative design co-creation process with USAID (See Section 6) and the outcomes of pre-award surveys (i.e., the Fixed Amount Award Entity Eligibility Checklist). USAID/Guatemala will ensure that awards under this APS do not exceed an awardee's capacity to grow sustainably in the local context (sometimes referred to as "absorptive capacity"). As equal partners in this effort, Applicants must propose a budget that reasonably reflects their existing resources and capacity to grow.

The Locally Led Development APS and this addendum have been translated into Spanish. If there are discrepancies between the English language version and the local language version(s) of either document, the English language version will control.

Unless otherwise stated herein, all terms and conditions of the Locally Led Development APS apply (<https://www.grants.gov/web/grants/view-opportunity.html?oppld=314757>).

Section 1: Background

USAID's partnership with youth and Indigenous Peoples is foundational to Guatemala's development. The [USAID/Guatemala Country Development Cooperation Strategy \(CDCS\) 2020-2025](#) (also [available in Spanish](#)) seeks to address the development challenges that underpin the decisions of Guatemala's most marginalized populations to leave their communities in search of better lives. The strategy has a demographic focus on Indigenous Peoples, women, and youth. The strategic goal is to "...*connect indigenous populations, women, and youth to opportunities that enable them to achieve prosperous, secure, and dignified lives at home in Guatemala.*"

Rather than arriving with solutions, USAID will work with youth and Indigenous Peoples to develop a shared understanding of their challenges, leverage their resources, and work as allies in the solutions identified to improve their lives (this approach is also embodied in USAID initiatives such as [Local Works](#) and the [New Partnerships Initiative](#)). This approach is captured in the Mission's new [Indigenous Peoples' Engagement Strategy](#) (also available [in Spanish](#)), which articulates a model of engagement through partnership. Further, programming will seek to enhance synergies between the GOG and Indigenous Peoples's Authorities. In 2019, the GOG launched the *La Ruta* initiative, which aims to foster dialogue between the GOG and Indigenous Authorities, with support from the international community and private

sector, to increase service delivery and address development priorities. This award will support alignment of USAID activities with this and other related GOG initiatives.

USAID will also seek to strengthen youth capacities by identifying their needs and equipping them with the skills they need to participate in development processes at the local and national levels. USAID's strategic approach to youth ([USAID Positive Youth Development Approach](#)) encapsulates four core domains (assets, agency, contributions, and enabling environment) essential for youth to be able to develop strong socio-emotional and life skills.

Section 2: Objectives and Illustrative Activities

2.1 Proposed Theory of Change:

If youth and Indigenous Peoples in Guatemala have better opportunities to strengthen their capacities to identify and tackle their development challenges and to build partnerships with social leaders, private sector, entrepreneurs, government, think tanks and other actors to leverage their resources and advance economic and social development, then they will be better equipped to address locally defined challenges in a more effective and sustainable manner to achieve prosperous, safe and dignified lives at home in Guatemala.

This theory of change will be validated or refined during the co-creation process with the selected prospective partner(s).

2.2. Objectives, Expected Results and Illustrative Activities

Objective 1: Implement listening and learning activities that strengthen youth and indigenous participation and equip youth and Indigenous Peoples with the skills they need to effectively participate in development processes, in line with the USAID's [Youth in Development Policy](#) and [Policy on Promoting the Rights of Indigenous Peoples](#).

Expected result 1.1: Increased knowledge and understanding within USAID of Guatemalan youth and Indigenous Peoples' challenges and their approaches to solutions that allow Indigenous Peoples, USAID, and stakeholders to together design and adapt interventions to respond to those priorities.

Activities to achieve these results may include but are not limited to:

- Design and conduct [Inclusive Development Analysis](#) or another similar type of assessment to inform USAID's learning agenda on inclusive development and Mission decisions throughout the [USAID Program Cycle](#).
- Create/support youth and Indigenous Peoples advisory councils as a permanent listening and learning channel with these populations in the Mission.
- Design a youth and Indigenous Peoples collaboration, learning and adapting (CLA) program for USAID and stakeholders (CLA material available in [English](#) and [Spanish](#)).

Objective 2: Provide support to implement USAID/Guatemala's [Indigenous Peoples' Engagement](#)

[Strategy \(Spanish version\)](#). This activity will support the implementation of the USAID/Guatemala Indigenous People's Engagement Strategy that includes but is not limited to the The IPF Program goal is to create a mutually beneficial opportunity where promising indigenous graduates are afforded a learning opportunity in international development at USAID or partner organizations, and USAID gains the opportunity to incorporate the views of these rising indigenous professionals to inform Mission decisions throughout the [USAID Program Cycle](#).

Expected result 2.1: Expanded mutually beneficial experiences of Indigenous Peoples and USAID that broaden their development perspectives and impact policy and decision making to improve Guatemalans' quality of life. Activities may include but are not limited to:

- Provide logistical and technical support to the IPF Program.
- Develop a database with IPF alumni available for USAID and partners for employment opportunities, partnerships, or other professional opportunities.
- Design a collaboration, learning and adapting (CLA) program to guide the development of indigenous youth and young professionals networks, partnership initiatives, and programs.

Objective 3: Strengthen collaboration between the GOG (both local and national) and Indigenous Peoples' Authorities in support of the GOG's *La Ruta* and other initiatives aimed at building partnerships among government, Indigenous Peoples, civil society, and the private sector to improve services and quality of life in predominantly indigenous regions.

Expected result 3.1: Enhanced bridging of priorities of Indigenous Peoples with GOG-administered social services. Activities may include but are not limited to:

- Provide logistical support to *La Ruta* or other initiatives that promote effective dialogue between GOG and Indigenous Peoples about improved service delivery in predominantly indigenous regions.
- Design methodologies for effective and culturally appropriate dialogue.
- Develop learning materials that allow replication of successful experiences.

Objective 4: Strengthen the capacity of youth and indigenous organizations to advance local development, particularly in communities most affected by the impacts of COVID-19. The intervention may include a small in-kind grants program that enables local actors and organizations to participate in the listening and learning and capacity strengthening programs, as well as carry out activities in support of their development objectives.

Expected result 4.1. Increased capacities of youth leaders and Indigenous Peoples to strengthen their organizations to advance local development, particularly those more affected by the impacts of the COVID-19 pandemic. Activities may include but are not limited to:

- Technical assistance to USAID-funded youth networks and youth and indigenous organizations in areas such as sustainability, partnerships, and communication
- Exchanges with youth and indigenous leaders in other countries to share and learn about their experiences and strengthen networks of collaboration
- In-kind small grants program for youth and indigenous organizations to improve participation in capacity strengthening programs, as well as carry out activities in support of their development

objectives [i.e., personal Internet data packages for virtual meetings, translation/interpretation services, support services for People With Disabilities (PWD)].

Local actors are not required to propose a fully designed activity for this addendum -- a concept that suggests a process to identify and then act on solutions from the local context is fully within the intent of the Locally Led Development APS.

Section 3: Minimum Requirements for Concept Submissions

Applicant Eligibility

Eligible applicants:

1. Must be local actors in Guatemala. When determining if an entity is a “local actor” for the purposes of this APS, USAID will consider:
 - a. Whether the entity is legally organized under the laws of Guatemala;
 - b. Whether the entity has its principal place of business or operations in Guatemala;
 - c. Whether the entity is majority owned and controlled by individuals who are citizens or lawful permanent residents of Guatemala; and
 - d. Whether the entity is managed by a governing body, the majority of whom are citizens or lawful permanent residents of Guatemala.
2. Cannot have received more than \$5 million in direct funding from USAID in the past five years.
3. Cannot be a U.S.-based organization. U.S.-based organizations are not eligible as prime awardees under this APS.

USAID especially encourages applications from local organizations that have not worked with USAID before.

While not an exhaustive list and provided for illustrative purposes only, the following types of non-U.S. organizations are encouraged to participate:

- Civic groups
- Colleges and universities
- Cooperatives
- Faith-based organizations (FBOs)
- Foundations
- Non-Governmental Organizations (NGOs)
- Private businesses
- Trade associations

Locally Led Development Approaches

Concepts **must incorporate one or more** of the following approaches, **or** propose a different approach(es) that reflects the Applicant’s own locally led development learning goals.

1. **Feedback mechanisms** that improve the flow of information among local constituents, partners, and USAID to improve program effectiveness and to strengthen accountability to local constituents for achieving and sustaining results.

2. **Systems-based analytical approaches**, which may allow us to better understand the complex environments in which we operate.
3. **Participatory decision-making**, which includes locally led priority-setting, collaborative design, and other means of shifting decision-making power and control to local actors and ensuring inclusive local leadership.
4. **Mobilizing local resources**, which includes community philanthropy; partnerships that leverage resources from the local private sector, faith-based organizations, government, civil society, and academia; and other sources of local skills and finances to replace those of international donors.
5. **Strengthening local networks**, which may include understanding and supporting existing and emerging networks of local actors, supporting the work of local organizations, market facilitation, collective action, collective impact, and other demand-driven approaches to connecting local needs with local resources.
6. **Locally led approaches to design, monitoring, evaluation, and learning** that prioritize local definitions of success and enhance local actors' role in managing and using data and learning related to development solutions, the development process, and the sustainability of results achieved.
7. **Supporting strategic transitions**, which includes strengthening the role of local institutions and actors to sustain development outcomes with an eye toward ending the need for foreign assistance.
8. **Locally led development in non-permissive environments**, which allows us to better understand how local actors adaptively manage and find creative ways of advancing local development objectives in complex environments where uncertainty, instability, inaccessibility, or insecurity constrain USAID's ability to operate safely and effectively. This may include environments such as those affected by natural disasters, inaccessible physical geographies, active conflict, corruption, closing political spaces, criminality, and pandemics, where local approaches are essential for long-term resilience and sustainability.

For further information on USAID's Locally Led Development Initiatives and locally led development approaches, please visit the [Local, Faith, and Transformative Partnerships Hub website](#).

Local Resources

While there is no specific local resource requirement, applicants that are able to provide cost share or leverage external local resources towards the addendum objectives would be favorably reviewed. Cost-share may include cash or in-kind resources or any combination of the two. In-kind resources include, but are not limited to, services, property, goods, staff time, and intellectual property. For more information on eligible cost share sources, please refer to the requirements of [2 CFR 200.306](#). Leverage includes resources that the awardee brings to the partnership after the award is made, which otherwise would not have been accessible. For example, this could include access to resources from the private sector or faith-based networks. Leverage can include anything of value that is measurable, including financial contributions, third party contributions, donated services or property, or intellectual property. It cannot be audited.

For more information on the difference between cost share and leverage, please visit <https://www.usaid.gov/india/partner-resources/infographic-cost-share-program-income-leverage>.

Award Amount Considerations for Self-Reliance and Period of Performance

As part of their concept submissions, Applicants must propose a budget that reasonably reflects their existing resources and capacity to grow and provide justification of this, considering that the Project period of performance will be of three years. It is not USAID's intention to temporarily flood a local organization with funding that artificially expands its size beyond what can reasonably be sustained through local resources after an award ends.

Section 4: Merit Review Criteria

Concepts meeting the minimum requirements detailed in Section 3 above will be evaluated based on the criteria below:

A. Local Ownership, Leadership, and Relevance to Local Priorities

The Applicant demonstrates a strong understanding of the local context and is transparent, accountable, and responsive to the people they serve. The proposed strategy substantively responds to local priorities or demonstrates a way to determine local priorities before beginning implementation. The proposed strategy and any teaming arrangements effectively shift the locus of development priority setting and response to local actors. The Applicant demonstrates a strong commitment to learning that advances the practice of locally led development for themselves, their constituents, and the wider development community.

B. Locally Led Development Approach and Impact

The proposed strategy lays out a logical path for utilizing a locally led development approach(es) to achieve anticipated results. The Applicant demonstrates a commitment to adaptive management in response to shifting local realities as they carry out the proposed strategy. The proposed strategy integrates issues of gender equality and female empowerment through program design, implementation, and staffing in accordance with [USAID's Gender Equality and Female Empowerment Policy](#).

C. Strengthening Local Capacity

The Applicant presents a clear explanation for how their strategy will lead to sustainability of results. USAID's investment in this work is expected to strengthen capacity of local organizations, networks, and/or communities to deliver results beyond the end of the funded activities.

In addition, the following evaluation criteria specific to USAID/Guatemala will be used:

D. Feasibility

The Applicant provides evidence that approaches and expected results are achievable given the funds available, and period of time allotted. The Applicant presents a clear conceptual framework of how the activity would achieve the objectives and expected results outlined in this addendum.

Proposed concepts must be consistent with USAID legal and policy restrictions, including those set forth in USAID's Automated Directives System and in the Foreign Assistance Act of 1961.

While merit criteria are paramount, cost considerations may also be a factor for award. The U.S. Government is not obligated to make an award on the basis of lowest proposed cost or to the Applicant with the highest merit evaluation score.

Section 5: Concept Format and Submission Instructions

Applicants must submit their concept notes through a digital form to be completed online. All required components to submit a full concept are included in a digital form. English version: <https://arcg.is/0GjGqz0>; Spanish version: <https://arcg.is/1W4zb10>. (Applicants can download a copy of the digital form in PDF to prepare the answers before going online in the following link: <https://drive.google.com/file/d/1w3H1OgrIrvnYuJiDFnjQFOMwl0ipV39f/view?usp=sharing>).

Concepts must be submitted online no later than **July 28, 2021/ 23:59hrs (Guatemala time)** to be considered.

In order to reach more local applicants, concepts can be submitted in English or Spanish. Applicants can include concepts that they consider relevant to be addressed in other local languages, with a brief explanation of their meaning into parentheses.

Selected applicants will have the opportunity to hold an oral presentation of their concepts virtually. USAID/Guatemala will provide more details for the oral presentation to selected applicants after reviewing the concepts. Oral presentations can be carried out in English, Spanish, or other local languages and must not exceed 20 minutes. If the applicant will hold the oral presentation in a local language other than Spanish, they will need to provide an interpreter who can translate the presentation and questions/comments to Spanish.

Applicants must provide the following information in concept submissions:

A. SUMMARY INFORMATION

A. Name and contact information of Applicant

B. Organization type and Guatemala legal registration (please upload a PDF of the legal registration to the digital form).

C. Signed letter stating that the Applicant has not received more than \$5 million from USAID in the past five years (please upload a PDF to the digital form).

D. Title of proposed activity

E. Location/geographic coverage of proposed activity

F. Name, contact information, and country of legal registration for other partner organizations collaborating on concept (if any)

G. Name of the USAID Operational Unit to which this concept is submitted: Oficina de Contratos y Convenios, USAID/Guatemala

H. Overall objective of activity (1-2 sentences)

I. Brief description of the locally led development approaches included in the proposed activity (1-2 sentences)

J. Brief description of the approach to local resources included in the proposed activity (1-2 sentences)

K. Amount of funding requested from USAID \$ _____

L. Explanation of how the requested funding amount reasonably reflects the organization's existing resources and capacity to grow

B. NARRATIVE DESCRIPTION

Successful narrative descriptions will include a discussion of the components below. Please note that each component aligns with a specific merit review criterion described in Section 4 above.

Local Ownership, Leadership, and Relevance to Local Priorities:

- How do local people experience the challenge(s) that the concept addresses, and what is important to them? How do you know?
- How will local actors, including any partners, lead priority setting and response?
- How will your strategy enable and share learning to advance the practice of locally led development? With whom?

Locally Led Development Approach and Impact:

- What is your strategy for addressing the challenge(s)?
- How will your locally led development approach(es) and activities lead to expected results?
- How will you adapt your strategy based on what you are learning during implementation, especially when realities shift in the local context?
- How does your strategy integrate gender equality and female empowerment?

Strengthening Local Capacity

- How do you define sustainability of results of your strategy? What will this look like in local communities?
- How does your strategy strengthen capacity of local organizations, networks, and/or communities to deliver results beyond the end of the funded activities?

Feasibility

- How will the proposed approach achieve the results given the funds and time available?
- What is the conceptual framework that outlines how the results and objectives will be achieved?

C. BUDGET ESTIMATE SUMMARY

Describe how both USAID and any local resources will be utilized. Please note this is an estimate summary, and a detailed budget will be requested from selected applicants in the full application stage. Please fill information directly on the digital form.

D. ORGANIZATIONAL CAPACITY

Applicants should describe their organizational capacity to plan, implement and monitor the proposed activities (e.g., technical capacity, previous experience, administrative and financial capacities). Please fill information directly on the digital form.

Section 6: Concept Review Process and Co-Creation

USAID/Guatemala is responsible for the review process and management of any awards issued under this Addendum. USAID/Guatemala will confirm receipt of the concept within one week of submission. If selected to co-create a full application with USAID/Guatemala, the Applicant will be contacted by an Agreement Officer (AO) from USAID/Guatemala and give directions for the co-creation period and pre-award requirements. Applicants not selected to advance will also be notified.

USAID/Guatemala will review all concepts and will invite selected Applicants to enter a period of multi-stakeholder co-creation, in which they will collaborate on and refine approach(es) with one another and USAID for award consideration.

Prior to award, USAID/Guatemala and the Applicant must have significant interaction in-person, via phone, and/or electronically to co-create the activity.

The subsequent steps in the award process can be found in Section 7: Concept Submission Instructions and Next Steps for Applicants of the Locally Led Development APS. Section 10, Federal Award Information of the Locally Led Development APS includes the requirements that an applicant must meet if they are requested to co-create an activity and receive an award from USAID. Please note that **these requirements do not have to be met in order to submit a concept under the APS.**

Merit Review Criteria to be used by USAID/Guatemala **for the full application** process are included in [Annex A](#) of this Addendum.

Section 7: Sharing of Concepts

If USAID identifies opportunities to strengthen or fund a concept or application by connecting it with other USAID mechanisms, other potential funders, and/or external partners, USAID may make that concept or application available internally or externally for appropriate consideration.

Section 8: Questions and Pre-Application Conference

Questions regarding this addendum may be directed to guatemalaproposals@usaid.gov. USAID/Guatemala will be holding a virtual pre-application conference on June 16, 2021 at 10 am to expand outreach for this solicitation. You can join through the following link: You can request the access link and direct your questions related to this addendum to guatemalaproposals@usaid.gov, no later than June 8, 2021. USAID/Guatemala will also post information from the pre-application conference on [grants.gov](https://www.grants.gov) on June 21, 2021, for those who are unable to participate.

Additional resources on how to work with USAID can be found [here](#).

DISCLAIMER

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. Concepts are submitted at the risk of the applicant. All preparation and submission costs are at the applicant's expense.