

Egyptian Economic Support Annual Program Statement (APS)

Questions and Answers

Q: When will the evaluation process begin? What is the deadline for submission?

USAID started reviewing applications on a rolling basis, beginning March 8, 2011. Applications may be submitted at any time during the 12 months period ending March 2012; the applicant must decide when its application is ready for review.

Q: Is it possible for a civil society to partner with a private entity?

Yes, it is possible. Partnerships and other arrangements are encouraged with any informal or formal groups, as appropriate, to increase program impact and sustainability.

Q: Is it possible for the grant recipient to target profit from the proposed program? And what is the acceptable margin? Do you accept fee-bearing sub-contractors?

USAID does not pay profit under grant agreements. No margin of profit is acceptable. However, the allowability of profit for subcontracts varies. If subcontracts are needed to carry out the objectives of your proposed project, USAID may permit their inclusion in your application. If the subcontractor is actually assisting your organization in carrying out one of the objectives of your project, then USAID will not pay profit as part of their subcontract cost. However, if you are purchasing administrative type services in order to carry out a support function such as IT networking, travel agency services, housekeeping services, etc., these types of subcontracts may be proposed with profit.

Q As an Egyptian entity, can I partner with foreign entity, and what is the allowable number?

Yes, an Egyptian entity can propose a partnership with foreign entities. There is no maximum number for either Egyptian or foreign partners. In fact, US and international organizations are strongly encouraged to consider substantive and significant teaming arrangement or partnerships with Egyptian organizations.

Q: Is it permitted to submit more than one proposal?

Yes. Organizations may apply as many times as they would like. Programs may cover one or more of the five program areas listed in the APS.

Q: Is it possible to submit same proposal from different entities?

Applications should be the unique work-product of the applying organization. If applications for the same activity in the same geographic area are submitted by more than one organization, the applications will be evaluated against the announced

evaluation criteria and the best one (from both a technical and cost standpoint) will be selected. Applications are not compared against each other.

Q: Is it possible for a newly registered organization to apply?

Yes, as long as the organization meets eligibility requirements.

Q: Would these grants require further GOE approval like Ministry of Social Solidarity, or others?

The grantee would be responsible for interpreting and complying with any applicable local laws.

Q: Is there any geographic preference or certain sectors to apply for the program?

There are no stated geographic preferences; however, the APS does list sectors of interest, five program areas, and targeted beneficiaries.

Q: Will the local NGOs implement micro and small enterprise development programs with no interest to the beneficiaries, as this will contribute to creating jobs?

The applicant may decide whether this approach is appropriate and meets the requirements of the APS. Each application will be evaluated based on the stated criteria.

Q: What do you mean by “sustainability” if you are paying for youth to get jobs, this is short term job creation, correct?

We have a preference for sustainability in all USAID projects; we hope that the organizations can continue to support its program(s) beyond the USG (United States Government) support. Sustainability is one of the evaluation criteria, although not all programs are expected to be sustainable.

Q: What does USAID require to demonstrate sustainability of a project? How will sustainability be assessed?

We do not require proof that a project will secure sustainability; however, we want organizations to consider sustainability as mentioned in the APS. To assess sustainability, we will consider the probability that the program will continue beyond the life of the USAID/Egypt grant.

Q: Do we need to submit past performance?

Yes, as mentioned in the APS, all applicants will be subject to a past performance review, with emphasis on prior projects, if any, which are similar to the project which is proposed. If the applicant has no past performance history, the applicant will receive a neutral rating.

Q: Does the proposal have to be an existing project or can it be a new one?

An application should describe an activity that proposes results that can be achieved during a specific timeframe. Proposals may build on ongoing and prior programs in relevant areas, or identify a new program area.

Q: Since past performance is a key rating point – if the organization does not have any projects how will the past performance be conducted?

If an organization does not have any past experience, they will not be disadvantaged, but will receive a neutral rating for past performance. Proposals from new entrants are encouraged.

Q: Is working before with other US Organizations like Corps of Engineers considered past performance?

That depends. Past performance looks at similar or related programs as an indicator of the quality of future performance; it does not look at the type of donor.

Q: The quasi-government organizations, like chambers of commerce, are only concerned with for profit traders, and due to the current economic situation, is it possible to lend these individual traders with no interest?

The applicant may decide whether this approach is appropriate and meets the requirements of the APS. Each application will be evaluated based on the stated criteria. Note that USAID does not pay profit under grant agreements.

Q: Some projects need continuous funding to cover expenses, as in the case of training centers. Does the program cover these expenses, continuously as it meets the objectives?

The applicant should clearly describe the proposed activity and the link to the budget. Once an award is made, approved expenses will be covered for the performance period of the award, generally from 6 months to 24 months.

Q: Is there a new policy USAID is providing under this program for microenterprise funding?

We do not understand the question. The APS is open to all eligible applicants, for proposals that cover one of more of the five stated program areas, one of which is micro, small and medium-sized enterprise development and entrepreneurship.

Q: For longer term capital investment programs, no income will be generated before several months; are these kind of programs considered in the program?

The applicant may decide whether its program idea and approach is appropriate and meets the requirements of the APS. Each application will be evaluated based on the stated criteria.

Q: Is there a certain criteria to evaluate the program and measure its success?

Applications should quantify expected results in the monitoring plan; successful applicants will be expected to report against the targeted results. Evaluations may also be conducted.

Q: How the funding process will take place? Will be according to a certain criteria?

You need to submit a business plan along with the budget. When approved, you will be given a portion of the grant as an advance as long as you submit a request for it. You will be reimbursed depending on the grant type, either for actual expenditures or upon achieving agreed-upon milestones, until the grant is completed.

Q: Is it allowable to include overhead and other indirect costs to the budget?

It depends. If an organization has a negotiated indirect rate in place with the USG, it may use this rate. If not, an organization may include a rate resulting from audits by an acceptable accounting firm. Otherwise, we recommend that all indirect costs should be included in the budget as direct costs.

Q: For a proposed project that includes an industrial entity, do we need to purchase U.S. Equipment or we can purchase locally?

If special purpose equipment are approved under the project, and the equipment purchased are directly linked to achieving the objectives of the proposed program, there is now a blanket waiver authorizing local procurements of commodities and services in amounts up to \$5 million under an award.

Q: If the proposed project includes any training and capacity building to the staff, will the cost be covered from the grant?

Yes, the grant may cover these expenses.

Q: If a portion is taken in advance of an approved program, and for unexpected circumstances, the proposed program failed to meet the objectives and was terminated. How do you deal in this situation?

All advances must be liquidated according to the conditions of the award and relevant cost principles. Any outstanding, unliquidated advances must be returned to USAID.

Q: What is the inflation rate that should be used in the second year of implementation?

The applicant will have to determine the rate based on market research and official economic indicators.

Q: What is the duration for USAID reviewing and awarding APS grants?

Applications will be reviewed and considered on a rolling basis as they are received. The duration will depend on the circumstances of the application.

Q: Is there a maximum or a minimum for the cost-share?

There is no maximum or a minimum cost-share as mentioned on the APS. It should be a realistic commitment.

Q: With regard to cost sharing, please clarify in-kind or percentage and whether it will have some impact on the evaluation or rating of the proposal.

Cost share could be provided in-kind or in cash. A realistic commitment to cost share is generally viewed as enhancing the evaluated cost effectiveness of a program.

Q: How do you determine the Grant amount? Is it the requested amount from USAID + cost sharing = the full grant? Or is it a certain percentage of the grant?

The total grant amount may be the USAID share, the grantee's share (cost sharing), and any other proposed contributions.

Q: Is it possible to partner with a religious entity?

Yes. The prime applicant must be a legal entity, but may have partnership or other arrangements with any other type of informal or formal groups. A USAID-financed activity may not: (1) result in government indoctrination of religion, (2) define its recipients by reference to religion, or (3) create an excessive government entanglement with religion. USAID grantees and other recipients of our funds must allocate our assistance on the basis of neutral, secular criteria that neither favor nor disfavor religion, and such assistance must be made available to both religious and secular beneficiaries on a nondiscriminatory basis.

Q: Is there a minimum or a maximum for an entity's capital to apply?

No, there is no relation between an entity's capital and the application evaluation.

Q: How the budget information will be presented in the proposal?

Applicants should use the budget template that is attached to the APS, which prompts you to present the information by cost category, broken out by result and by time periods. Related or supporting documents may be included as attachments to your application.

Q: Is it allowable to include fixed assets, like piece of land, buildings, etc, as part of the proposal, and how to dispose at the end of the program?

Generally capital expenditures for general purpose equipment, buildings, and land are unallowable as direct charges to a grant, except where approved in advance by USAID; and equipment and other capital expenditures are unallowable as indirect costs.

Disposition of fixed assets is regulated by standard language in the award and depends on the type of fixed asset under discussion; but generally as follows: The

recipient uses the equipment in the program for which it was acquired as long as needed, whether or not the program continues to be supported by U.S. Government funds and shall not encumber the property without approval of USAID. When no longer needed for the original program, the recipient may use the equipment according to a written set of priorities, set forth in the award conditions. When the recipient no longer has need for USAID-financed equipment, the recipient requests disposition instructions from the Agreement Officer. When/if USAID exercises its right to take title, equipment shall be subject to the Standard Provision entitled "Title to and Care of Property" (U.S. Government Title).

Q: How we may submit questions or comments?

You may use the same email for submitting the proposal: egaps@usaid.gov.

Q: How can this program help in certain cases where there is employees' cut-off?

We do not understand the question.

Q: In case of partnership among more than one entity, which entity will be subject to assessment, one or all?

It depends on the type of partnership proposed. Generally, the assessment will focus on the signatory to the grant. There will be only one signatory to the grant. If it is a prime recipient/sub-recipient arrangement, the prime recipient would sign. If it's a partnership, then the formal, legal partnership entity would sign. Any teaming or partnership arrangement should clearly identify the way in which the arrangement would work, how decisions would be made, and how resources would be allocated.

Q: Is the pre-award assessment required for sub-grantees? Are there any procedures for the sub-grantees?

There will be no financial assessment for the sub-grantee; the assessment is focused on the prime awardee. The recipient is required to request prior approvals from the Agreement Officer if recipient intends to contract or subaward any of the work under its award, if such contracts or subawards were not included in the approved award budget.

Q: In case some data is not complete, or not well presented, will the proposal be given a chance for correction, or it will be denied?

USAID's response will depend on what is submitted. In some cases, USAID may seek clarifications from the applicant. It is important to follow the APS instructions closely, and to submit the information that is requested. USAID will inform unsuccessful applicants in writing, explaining briefly why the application was not selected for funding.

Q: Is there a minimum of an entity's years of experience to apply?

No.

Q: If a project has been rejected for a certain reason, can it be resubmitted after modification?

Yes. Organizations may apply as many times as they would like.

Q: Can a private training center partner with Cairo University to create a unit for youth training and capacity building?

Yes.

Q: There are destitute people living in Egypt and need assistance, but they are not Egyptians, like immigrants from neighborhood countries. Is it possible to apply for a program that improving their employment and economic situation?

There is no specific requirement of beneficiary citizenship; however, proposed activities should focus on the impact to the Egyptian economy.

Q: If a private firm will offer an industrial project that will lead to create jobs and capacity building, in a previous question, it was mentioned that the program only covers the project costs, and should not incur any profit. Does this mean it is not allowed for a private firm to incur profit at the end of the grant?

USAID does not pay profit under grant agreements; there are also rules as to the use of Program Income earned during the performance period of the grant. Program Income should be identified in your application, with a proposal on how it will be used to further the purposes of the award.

Q: Does an agricultural program, as digging irrigation well, be considered?

Yes, it may be considered.

Q: Is it allowable to fund expansion of an existing project?

Yes, an application may build on existing programs in relevant areas; however, the application should describe the specific results to be achieved during the award timeframe and with the award funds.

Q: If an entity had a previous program with USAID that has ended, can this entity apply again for a new grant under this program?

Yes, Organizations may apply as many times as they would like.

Q: Can a private entity submit a proposal without any partnership with an NGO?

Yes.

Q: Can a proposal be specialized to provide technical consultancy to small and medium enterprises?

Yes.

Q: Can USAID fund business consultations that will lead to prototypes and develop things like smart transportation?

We are interested in new and innovative ideas, so please feel free to submit.

Q: The program indicates gender equality; does it also consider a program for disabled persons?

Yes.

Q: Under the third program area, the Community Development, can a related proposed program include Education, Health and Environmental tasks?

The applicant may decide whether this idea meets the requirements of the APS. Each application will be evaluated based on the stated criteria.

Q: Can the program include experts exchange to develop capacity building programs?

The applicant may decide whether this idea meets the requirements of the APS. Each application will be evaluated based on the stated criteria.

Q: If an entity does not have a previous experience in a certain field, is it allowed to hire experts to help implement the program?

Yes.

Q: Is it possible for a U.S. organization with no experience to work in economic support in Egypt? Our experience is in Democracy and Governance.

Yes. Past performance is an evaluation criteria; no past performance will result in a neutral rating.

Q: What are the categories of the proposed entities: service, productive or industrial?

Egyptian, U.S. and international organizations that are legal entities may apply, including those involved in the sectors you mention.

Q: Is it possible to have partners who are not registered with the Ministry of Social Solidarity?

The grantee would be responsible for interpreting and complying with any applicable local laws.

Q: Can an American non-profit organization located in U.S. be the main applicant and have small NGOs located in Egypt to be partners with it?

Yes.

Q: Is it possible for a civil society to partner with a Governmental Organization, like Assiut University to apply for a program?

Yes it is possible as long as it serves the program objectives.

Q: In case of funding fixed assets, like equipment or vehicles, will it be given to the program beneficiaries?

The rules for property and equipment disposition are set forth in each award; the rules differ slightly depending on the type and cost of the asset. Generally, equipment vests with the Recipient during the award period. When it is no longer needed for the original program, the recipient may use the equipment according to a written set of priorities, set forth in the award conditions. When the recipient no longer has need for USAID-financed equipment, the recipient requests disposition instructions from the Agreement Officer. When/if USAID exercises its right to take title, equipment shall be subject to the Standard Provision entitled "Title to and Care of Property" (U.S. Government Title).

Q: Are there entities that help in filling applications? Will these costs be reimbursed in case of not accepting the applications?

USAID has organized regular sessions on proposal writing to provide guidance to applicants on developing proposals. The dates for these sessions are listed in the APS. In addition, USAID has provided recommended templates for the applications, for the budget and for past performance information. USAID cannot go further than what is stated herein in assisting organizations with the preparation of proposals.

There are numerous firms and organizations that offer to provide assistance in preparing grant applications. The utilization of such services is at the sole discretion of the applicant. USAID does not endorse any of these or require their use with respect to the APS. Finally, any costs incurred for such services would not be reimbursed by USAID despite whether or not a grant was issued.

Q: The tourism sector has been extremely affected and many people lost their jobs. Can a grant be considered to assist the companies working in this sector?

Yes.

Q. If there is a research oriented organization, can the project be a policy research project.

The applicant may decide whether its program idea and approach is appropriate and meets the requirements of the APS. Each application will be evaluated based on the stated criteria.

Q. Is there a possibility to receive non-financial support? for example receiving some support with leveraging good working relations with the GOE. Can the project proposal rely on USAID's team or staff to capitalize on exiting relations or expertise in different field? Use of in-house expertise that the awardee can use that exist within USAID.

A proposal should not rely on the provision of USAID staff to meet the project results. As this is a grant relationship, the grantee is expected to establish such relationships directly.

Q: If the project has more than one phase, from the start till maturity, if it is distributed on phases – should the application include all phases or apply for each phase separately?

We leave that decision to the Applicant's discretion. It would make sense to describe the entire activity in one proposal.

Q: We don't have in Egypt AID 8 firms – for new organizations with no past performance, how will that be considered and dealt with?

We do not understand the term "AID 8 firms," and it is not used in the APS. If an applicant has no past performance history, the applicant will receive a neutral rating on this evaluation criteria.

Q: With regard to the different evaluation criteria for selecting is there a percentage for each?

The APS mentions them in descending order of importance, however we have not assigned a certain percentage. Note all evaluation factors are important and should be considered when you prepare your application.

Q: Salary history will not be used to determine jobs. Does that mean you don't need bio-data sheets?

The bio data form is not required for the APS, but we do prefer that applicants submit salary history.

Q: With regard to counterparts to work with in the implementation of the program – we are encouraged to work with entrepreneurs, however if we chose to work with other institutions that enhance access to finance, will that lead to down rating the proposal?

No. Applications are evaluated according to the evaluation criteria mentioned in the APS; applicants are encouraged to consider partnerships and coalitions only as appropriate to your activity.

Q: Is there any kind of preference to working with organizations vs. SME?

There is no preference.

Q: Should it be a one long-term program, or a one umbrella that provides short term programs?

The applicant may decide whether this approach is appropriate and meets the requirements of the APS.

Q: With respect to previously funded USAID projects, for example education or capacity building, can we have access to past experience to begin from the place where other projects have ended? Utilize lessons learned, learn about challenges .. etc.?

USAID's history and information is published on Development Experience Clearing House (<http://dec.usaid.gov/index.cfm>) or on the USAID Egypt web site at <http://egypt.usaid.gov/>.

Q: Can USAID provide us with links to other companies?

All applicants are encouraged to ensure they understand which organizations may be working in the same geographic or technical area, and consider partnership or teaming arrangements. USAID will not direct organizations to form teaming arrangements or provide links.

Q: Although a private sector is allowed to bid the 22CFR226 instead of 228 - Is the USG 000 required? Will there be waivers? Do you allow for customs exemption?

We think that your question concerns geographic code, rather than the regulations cited above. If so, the answer would be that there is now a blanket waiver authorizing local procurements of commodities and services in amounts up to \$5 million under an award.

Q: Is there anything set aside for small business?

No.

Q: For US based organizations you want this to be Egyptian led, would that mean that the relationship with the Egyptian organization would be that the US must be a sub? Give us examples.

The term “Egyptian led” is not used in the APS. The applicant may decide what relationship is appropriate for its proposed activity.

Q: Is there a limit to the value of awards if an organization would submit and be awarded more than one proposal?

No, the APS only states range in value per grant.

Q: Has the APS been increased to \$150 million or is it still \$100 million?

As mentioned on the APS, subject to the availability of funds, a total of up to \$100 million is expected to be available to support programs under this APS.

Q: Should there be any limit on the amount of know-how transferred? In other words, can we fund salaries of expatriates working on the transfer of IT for example?

Applicants are free to propose the composition of its team, based on its unique proposal and approach.

Q: In that case does the proposal need to get the approval of the organization that will receive the assistance in the application phase?

Application should provide proof of commitments of all parties involved.

Q: Does USAID have a list of NGOs registered in Egypt? or ones that have worked with USAID in the past?

USAID does not maintain a list of NGOs registered in Egypt. You may visit USAID Egypt web site for a list of current USAID partners.

Q: Will there be a list of all organizations attending this session.

No .

Q: Is it necessary to list sub grantees we will work with? do they need to be listed in the proposal phase? or can we provide criteria on how we will chose our subs.

Applicants are required to submit a complete application with all necessary information. The recipient is required to request prior approvals from the Agreement Officer if recipient intends to contract or subaward any of the work under its grant, if such contracts or subawards were not included in the approved award budget.

Q: Does this APS include healthcare, as in providing it to people needing health services?

Yes, see illustrative examples under the poverty alleviation heading.

Q: will you have the ability to negotiate on the technical level if you like one or more ideas on the proposal

Yes.

Q: Will “Information Resource Management (IRM) approval be required on these proposal?

If proposing more than \$100,000 dollars on IT systems or equipment, IRM approval is required.

Q: What is the difference between project experience and past performance?

Project experience, organizational capability, and past performance are different. Organizational capability refers to the work an organization has done in the past--the breadth and depth of their project experience, particularly as it relates to the work at hand. Past performance speaks to how well the organization performed on previous activities--what their track record has been. Past performance references allow us to conduct reference checks to determine how well an organization performed on the past projects.

Q: Is the use of the template mandatory?

No. The recommended templates are provided to ease the application process and to help ensure required information is included in the applications

Q: Do we have to use the exact same budget template? What if we have other items?

Again, the recommended budget template is to help applicants include the required information; you can adjust templates to fit your needs.

Q: Do we need to submit the budget in Egyptian Pounds or in US Dollar?

Budgets should be submitted in US dollars. Egyptian organizations may submit their budgets in EGP with a conversion to US dollars, as shown in the recommended budget template for the APS. For grant awards to Egyptian organizations, USAID funds will be obligated in U.S. Dollars, but disbursements shall be made in Egyptian Pounds. The exchange rate used shall be the one in effect at the time of each disbursement. The total provided shall be the lesser of the U.S. Dollar or Egyptian Pound amounts, and in no event shall the total U.S. Dollar amount be exceeded.

Q: The second budget lists all the achievements and results. Does that need to be submitted with the proposal or after the award is made?

Budget template should be submitted as part of the application package, at the time of application submission.

Q: This is a projection of course. What happens if you projected more or less in the budget?

The award budget is the complete financial expression of a grantee's program as approved during the award process. However, we recognize that budget line items are estimates and that at the time of actual expenditure, some costs may be higher than estimated and others lower. Any deviations from the budget generally require prior approvals from the Agreement Officer, such as shifting line items amounts in excess of 10% of the total budget. USAID is under no obligation to reimburse the grantee for costs incurred in excess of the total amount obligated under the award.

Q: How do you determine the type of award FOG (Fixed Obligation Grant) or another mechanism?

The FOG is appropriate when the applicant and USAID are able to identify and quantify programmatic accomplishments or results through defined milestones, subject also to funding and time limits. The FOG format is preferred; however, if the FOG format is not appropriate, then other types of grant formats will be considered.

Q: Under the FOG, since line items in the budget are estimate, if we later discover in reality we need to change these amounts, can we move within 10% to make changes.

No. Payments under the FOGs are based on achievement of milestones rather than a review of actual expenditures. The Agreement Officer may amend the milestones during the period of the grant upon request of the grantee, if the original milestones are no longer feasible or appropriate due to circumstances beyond the control of the recipient and if the amended milestones are compatible with and satisfy the original purpose of the grant. Differences between the estimated costs and the actual incurred costs cannot be used to adjust the agreed upon amount for milestones in the FOG format.

Q: With regard to international organization, is there a cost limit for daily rates?

Daily rates should be reasonable for the services rendered and conform to the established policy of the organization consistently applied to both Federal and non-Federal activities. USAID policy and procedures concerning compensation can be found in "Grants and Cooperative Agreements to Non-governmental Organizations" that is available on USAID's website: <http://www.usaid.gov/policy/ads/300/303.pdf>. A link to this information is also included in the APS. If there are issues in finding or accessing this information, please contact the point of contact for the APS.

Q: If we have a dollar component how do we deal with the exchange rate?

At the time of application, you should estimate the exchange rate. The exchange rate used at the time of reimbursing the actual costs will be the exchange rate at the time of disbursement. USAID is under no obligation to reimburse the recipient for costs incurred in excess of the total amount obligated under the award.

Q: How do we adjust if the exchange rates keep changing?

Grantees must carefully track their budget expenditures as vouchers are paid to ensure that you do not exceed the total USD amount obligated under the award.

Q: If the proposal is part of or a percentage of an external grant, shall the proposal include the amount that we are only requesting from USAID or the whole grant.

The grant proposal should describe the full program, including the USAID share, the grantee's share (cost sharing), and any other proposed contributions. The application should propose discrete results that can be attributed to the USAID funding during the award timeframe, and may also include the broader results achieved in the overall program.

Q: If there is a comprehensive project with different sub-projects, and when some projects are acceptable and other rejected, is there room to negotiate funding some of the sub-projects. Should they all be presented as different proposals or one whole one?

It's not all or none. It is possible to present a program with phases or different activities and we can approve partial funding as long as specific results can be attributed to and achieved with the USAID funding during the period of the award. How you apply or present your ideas is for you to decide.

Q: There is a ceiling for the total grant, and a deadline. What happens if all the funds have been used before the deadline?

Awards under the APS are subject to the availability of funds. There is a risk that funds may be used before the deadline, but our expectation is that the funding will be available for award throughout the 12 months of the APS.

Q: If there is more than one partner, which will include staff for example from 3 different organizations, and there aren't certain fixed tasks for each separated, with the objective of combining best expertise; Does that need to be reflected in the budget? Even if there is no clear separation the way staff is organized.

Yes, your budget should reflect the any teaming or partnership arrangement, including the staffing arrangements. In addition, the application should clearly identify the way in which the arrangement would work, how decisions would be made, and how resources would be allocated.

Q: If you receive an APS award, and unforeseen circumstances occurred that prevented you from continuing, after having purchased equipment under the FOG, how will that be resolved?

Reimbursements under a FOG will be for those milestones achieved. Milestones may be structured to identify any equipment required to accomplish the purpose of the grant. Disposition of equipment must be in compliance with the terms of the award that may require the possible approval of the Agreement Officer.

Q: Is there the assumption that the organizations will use some of their own financial capacity?

Yes, cost sharing is encouraged. To help with financial liquidity, advances may be authorized.

Q: What percentage could be advanced?

Generally advances are limited to the minimum amounts needed to implement for a one month period, and are timed in accordance with the actual immediate cash requirement of the organization. Grantees are authorized to request advances at least monthly.

Q: Which part of the template do we need to emphasize?

Your application should be consistent with the APS program guidelines and the instructions. The templates are included to assist you in completing your application according to the APS instructions.

Q: Please provide clarification on required links to the APS vs. the USAID Strategy.

Strategy as used in the APS Application Process refers to the program that you are proposing. USAID has both Mission and Agency strategies, although they are not required links in the APS.

Q: Cost sharing is included in the budget and templates, however where do we include in the budget if we are proposing in-kind contributions? Which section would it fit within the budget?

You can adjust the template to make in-kind fit, possibly through a budget note

Q: Budget and reimbursement: for the FOG it's based on target achievement – what if it's not a FOG how would the reimbursement take place?

Payment terms will vary depending on the award. For a cost-reimbursement grant type, grantees are generally authorized to submit requests for reimbursement at least monthly.

Q: Can an Egyptian hospital that operates under the auspices of Ministry of Health in partnership with an NGO and University apply to an APS grant?

Eligibility under the APS is limited to non-governmental organizations. Partnering with Government entities is acceptable.

Q: Do units associated to the University fit under Public sector or Private?

If the University is part of the public sector it is not eligible to apply under the award, but could be included in a partnerships in the application of a non-governmental organization.

Q: What if the Government is providing cost sharing?

Such a cost share may be acceptable.

Q: Would you consider sectors such as the provision of health care to children who are impoverished?

Yes.

Q: Do we need to submit a Performance Monitoring Plan (PMP) under the APS?

Depending on how we go forward, we might ask you to develop a PMP at the time of award negotiation. The exact details will vary depending on the circumstances of your application.

Q: Is there guidance for putting a PMP together available?

PMP guidance is not available now.

Q: Will there be additional information with regard to FOG and other mechanisms and budget.

Detailed information with regard the Fixed Obligation (FOG) can be found in “Grants and Cooperative Agreements to non-governmental Organizations” that is available on USAID’s website: <http://www.usaid.gov/policy/ads/300/303.pdf>

Q: With regard to eligibility, please define quasi-governmental.

A quasi-governmental organization would be one that is supported by the government but operated or managed privately, such as those created by a government to undertake commercial activities on behalf of a government owner but which function like a private sector commercial or non-profit organization.

Q: Clarify elements of program strategy section of the template.

- Presentation should be succinct and with a logical sequence
- Include a well-documented statement of the problem that is the basis for your project
- Present the facts and evidence that support the need for the project
- Describe the larger context in which these problems exist – Document the challenges and opportunities surrounding the problem.

Q: Is there a limit for pages and how many years to go back with regard to past experience?

No page limit for past performance; past performance should go back 3 years.

Q: Explain the summary information requested.

Follow the template that is in the APS.

Q: With regard to Section III – Funding, I quote “will not accept proposals which request direct payment of cash.”

- a. Is USAID referring to unconditional cash transfer?
- b. What about cash for-work activities? How would these activities/grants be accepted?

Yes, we are referring to unconditional cash transfers. Cash-for-work would include payments for labor provided, and thus would not be considered unconditional payment of cash.

Q: With regard to local partnerships, are there any groups (local partners/types of groups) which USAID will NOT consider relationships with?

No, USAID will consider partnerships with formal and informal organizations.