



**December 09, 2020**

Subject: Questions and Answers (Q&A)

REF: APS# No.: **72068521APS00003**/USAID-Senegal (Sahel regional office):  
Addendum to **Youth Power 2 (YP2) Annual Program Statement No.:**  
**7200AA20APS00007**

Program Title: **Mauritania Nafore Activity**

Dear Prospective Applicants:

The United States Agency for International Development (USAID) wants to thank you for submitting questions in response to the referenced Annual Program Statement Addendum. Your questions were reviewed, and we hereby provide answers/clarifications enclosed herewith as Attachment-A.

Issuance of this Q&A does not constitute an award commitment on the part of the Government, nor does it commit the Government to pay for any costs incurred in preparation or submission of concept paper. Applications are submitted at the risk of the applicant. All preparation and submission costs are at the applicant's expense.

Thank you for your interest in USAID programs.

Sincerely,

Robert Trimble  
Agreement Officer  
USAID/Senegal

**Attachment-A:** USAID Responses/Clarifications

## **Attachment-A: USAID Responses/Clarifications**

### **A. General Questions**

1. **Concept Note Template, Section II, Proposed Approach and Organizational Capacity.**  
In Part A of Section II, USAID states that “A brief synopsis of how each partner will engage within a partnership should be included.” In this statement, is USAID referring to the specific partnering organizations proposed in Section I, Point F of offerors’ concept papers or to youth-led and youth-serving partners in general?  
**USAID Response:** *This is in reference to the specific partnering organizations listed by the applicant and not a general approach to any type of partnership.*
  
2. **Concept Note Template, Section II, Proposed Approach and Organizational Capacity.**  
Please confirm that USAID will also consider the relevant expertise of proposed partnering organizations in evaluating Merit Review Criterion 2.  
**USAID response:** *Confirmed with specifications.  
The relevant technical experience of proposed partners in PYD programming is one factor of Criterion 2.*
  
3. **Section D, II. Application Process.** USAID states that “Concept notes must be five (5) page or less, double-spaced with 12-point Times New Roman font [...]”. USAID’s Attachment I, Concept Note Template, is formatted using single-spacing. Will USAID please clarify whether offerors should prepare concept notes using double- or single-spacing?  
**USAID response:** *Single-spaced only is allowed; See Answer to Question 4 and refer to the Addendum Amendment#1*
  
4. **Concept Note Template, Section III, Proposed Estimated Cost and Breakdown.**  
USAID limits the Proposed Estimated Cost and Breakdown section of the concept paper to one page. Will USAID allow offerors to use a font smaller than Times New Roman 12 for completing the Budget Summary Template in order to allow requisite space for the required summary budget narrative?  
**USAID’s Response:** *No. Offerors must abide by the limitations given in the introduction to the Concept Note Template document. Specifically: “The main body of the concept note (Section II). must not exceed five (5) pages single-spaced and must use 12 point Times New Roman font and one-inch margins on the electronic equivalent of 8.5 x 11 inch paper, with page numbers in the footer.” ( See Amendment #1of the addendum ).*
  
5. **Section D, II. Application Process.** USAID states that “Concept notes must be five (5) page or less, double-spaced with 12-point Times New Roman font [...]”. USAID’s Attachment I, Concept Note Template, is formatted using single-spacing. Will USAID please clarify whether offerors should prepare concept notes using double- or single-spacing?  
**USAID’s Response:** *Single-spaced only is allowed, see Answer to Question# 4 and Amendment #1.*

6. **Section D, II. Application Process.** USAID states that “Concept notes must be five (5) page or less, double-spaced with 12-point Times New Roman font [...]”. Will USAID allow offerors to use a smaller font in textboxes, tables, and graphics?

**USAID’s Response:** *No, see Answer to Question #4. Text displayed within graphics is not expected to be altered or changed.*

7. **Section D, II. Application Process.** With reference to the Co-Creation Process, does USAID intend to organize a co-creation workshop with multiple offerors or to engage in one-on-one co-creation with the most highly qualified concept note applicants?

**USAID’s Response:** *At this time the intention is a one-on-one co-creation with any potential finalists. Finalists will neither have information as to number nor identification of fellow finalists.*

8. **Section D, II. Application Process. (p. 27), Concept Note Template.** Can USAID please confirm that concept notes must be single-spaced (as specified in the provided template) and not double-spaced as stated on page 27 of the Nafoore Addendum?

**USAID’s Response:** *Please see response to question # 4*

9. **Section D, II. Application Process. (p. 27).** Would USAID consider allowing a 10-point font for charts, tables, graphics, and figures? This would enable applicants to maximize space within the 5-page concept note without hindering readability.

**USAID’s Response:** *Please see Response #4 and clarification on graphics Response #6*

10. **Page 27 of the Addendum** indicates concept notes should be double spaced, but page 1 of the Concept Note Template indicates they should be single spaced. Can USAID please confirm concept notes should be single-spaced?

**USAID’s Response:** *Please see Response to Question #4.*

11. Can USAID please confirm that **Section III (both parts)** should be attached to the same email as the Concept Note submission?

**USAID’s Response:** *Confirmed. Regarding the concept phase, since the budget is informative it need not be submitted in a separate email. If separation is needed for attachment size issues, consecutive emails (labeled and clarified as “Part 1”, “Part 2”, etc... in the body of the email) will suffice.*

12. Can tables, charts, and graphics be in size 10 point?

**USAID’s Response:** *Please see Response to Question #4.*

13. Would USAID prefer applicants complete their applications in the provided template, or may they use their own organizationally branded templates (including the same information as the provided template)?

**USAID’s Response:** *Please use the provided template.*

14. Can USAID please explain how USAID will evaluate Applicants' co-creation performance?

**USAID's Response:** *The co-creation performances will be re-evaluated as per the umbrella YP2 APS, located at grants.gov. A link is included in the addendum for your convenience.*

15. Please confirm the concept note should be single spaced, times New Roman, size 12 font as specified in the Concept note template.

**USAID's Response:** *Confirmed, Please see Response to Question#4*

## **B. Technical Questions**

1. **IV. Programmatic and Geographic Focus (p. 15):** Page 16 of the addendum indicates that Nafore should work in partnership with the CATALYZE activity. As very little information about this activity can be found in public sources (including the DEC), can USAID provide additional information about the specific interventions the CATALYZE activity has made in Mauritania?

**USAID's Response:** *Information publicly available for Catalyze can be found in following link <https://www.usaid.gov/catalyze>. USAID believes that private sector engagement and private capital investment is critical to job creation and entrepreneurship, as well as economic growth broadly and other development priorities in the Sahel region. Catalyze will undertake an assessment in Mauritania in early calendar year 2021 to identify viable opportunities for blended finance aligned to USAID development objectives for the country. An important task will be in connecting Catalyze to upcoming activities (like Nafore).*

2. When discussing Mauritanian agriculture (on **p. 12 of the Nafore addendum**, for instance), does this include pastoralist (herding/grazing) activities?

**USAID's Response:** *Yes, Page. 12 refers to pastoralist and agro- pastoral activities.*

3. **Page 13 of the Nafore addendum** indicated "USAID Nafore will develop a methodical beneficiary targeting process with USAID." Could USAID please expand on what is meant by "a methodical beneficiary targeting process?"

**USAID's Response:** *USAID defines "methodical beneficiary targeting process" in this instance as working with prospective offerors to ensure that Nafore implements a strategy for identifying/targeting beneficiaries consistent with the intended goals and outcomes outlined in this APS.*

4. **The first merit review criteria** refers to "equitable collaboration and deep partnership with youth-led and youth-serving organizations...at every stage of concept development...". Can USAID please clarify its expectations for applicants in terms of collaborating with Mauritanian YSOs and youth-led organizations during this first concept note phase versus during the co-creation and RFA phases?

**USAID's Response:** *USAID expects that offerors demonstrate collaboration with Mauritanian YSOs for their conceptual approach in the concept notes presented as well as the co-creation phase.*

5. **In the “Figure 1: Theory of Change” graphic:** would USAID agree that the Illustrative Result “Youth lead and participate actively in community and civic engagement opportunities” aligns more closely with Objective 2?

**USAID’s Response:** *Yes. On page 18 of the addendum USAID has included “Youth participate in civil society activities following completion of soft skills training” as an illustrative result under Objective 2.*

### **C. Business (Cost) Questions**

1. **Concept Note Template, Section III, Proposed Estimated Cost and Breakdown.** Please confirm that offerors should assume an award ceiling of \$17,000,000 over a three-year period of performance (as opposed to \$17,000,000 over a five year period of performance).

**USAID’s Response:** *APS Addendum is amended to reflect this information. Offerors should assume an award ceiling of \$17 M USD for all five years subject to finding availability. All five years should be considered as the full program. These additional years can be added in the budget template to show all five years.(consider updated budget template and see Addendum’s Amendment#1 ).*

2. Please confirm that USAID does not anticipate including a cost share requirement in the final RFA.

**USAID’s Response:** *USAID does not anticipate cost share. This is not a requirement.*

3. **Budget Template.** The Nafuore announcement package includes a budget template but no budget/cost guidance or indication of how the budget will be evaluated is included in the Nafuore Addendum document. Can USAID provide guidance on what is expected from the budget and how it will be evaluated?

**USAID’s Response:** *The budget components, while part of the initial package, is not part of the selection criteria. The budget package is informational to support an applicant’s technical concept. A limited narrative is acceptable as greater detail will be expected for co-creation finalists during that phase.*

4. **Introduction (p. 1), Budget Template:** Page 1 of the addendum states USAID anticipates a single award with an estimated value of \$17,000,000 “over the course of three years, with a two-year extension period.” The budget template only includes columns for two years. Should offers expand the budget to account for the full three years plus two additional years for the possible extension period?

**USAID’s Response:** *Please see response to Question# 1of Business Cost questions section.*

5. **Introduction (p. 1), Budget Template.**Page 1 of the addendum states USAID anticipates a single award with an estimated value of \$17,000,000 “over the course of three years, with a two-year extension period.” Does USAID expect the \$17,000,000 funding amount to cover 3 years or 5 years?

**USAID’s Response:** *Please see response to Question# 1of Business Cost questions section.*

6. The template indicates that Section III’s “Proposed Estimated Cost and Cost Breakdown” should be one page maximum. Can USAID please confirm that applicants should use the

Excel template and disregard this page length guidance, as it is not applicable to the two-tabbed Excel spreadsheet?

**USAID's Response:** *The excel template should be able to be printed on one page. Please use the template, avoid increasing the size, and it will adhere to the guidelines. The narrative should also be able to print on one separate page.*

7. **The cover page** of the Nafuore APS and the Nafuore addendum read, "Subject to the availability of funds, USAID/Senegal /SRO may allocate up to \$17,000,000 over the course of three years with a two (2) year extension period , subject to the combined successful implementation of the first three years and the availability of funding." Can USAID confirm that the \$17 million available is for the first three years of the project, and then additional funding would potentially become available for a two-year extension?

**USAID's Response:** *Please see response to Question# 1of Business Cost questions section.*

8. **Attachment II:** The Budget Summary tab of the excel template shows a column for Year 1, a column for Year 2, and a column for Total. Should Applicants add in a "Year 3" column? And can USAID confirm that Applicants should not provide a budget and budget summary for hypothetical Year 4 and Year 5 of the project.

**USAID's Response:** *Please see response to Question# 1of Business Cost questions section.*

9. **Attachment II:** given that this phase is a Concept Note, would USAID kindly consider simplifying or abbreviating the "Narrative" template to reflect the "summary" level of the first tab of the "Budget Summary" worksheet?

**USAID's Response:** *As this is the concept note phase, a limited narrative is acceptable, if advancing to the later co-creation phase, any finalists will be expected to expound upon their narrative with greater detail.*

10. In reviewing the budget template provided it seems the budget summary will be one page and the budget narrative should be 1 page. Please confirm the budget summary and narrative together can be up to 2 pages in length.

**USAID's Response:** *The budget narrative should be one page as well, please see Response to Question#6 of Business Cost questions section.*