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Issue Date: Monday March 5th, 2108
Deadline for Question: March 15th, 2018
Clarifications: March 21st, 2108
Closing Date: April 18th, 2018
Closing Time: 5:00pm Dakar, Senegal Time

Subject: Notice of Funding Opportunity (NOFO): 72068518RFA00007

Program Title: **Equitable Access to Education in Southern Senegal**

Ladies/Gentlemen:

The United States Agency for International Development in Senegal (USAID/Senegal) is seeking applications for cooperative agreements from qualified U.S. and Non-U.S. organizations to fund programs in support of the activity *Equitable Access to Education in Southern Senegal.* Eligibility for this award is not restricted.

Subject to the availability of funds, USAID/Senegal will make one award to the responsible applicant whose application best meets the objectives of this funding opportunity and the selection criteria contained herein. While USAID/Senegal anticipates making one award under this Notice of Funding Opportunity (NOFO), it reserves the right to fund any or none of the applications submitted.

For the purposes of this NOFO, the term "Grant" is synonymous with "Cooperative Agreement"; "Grantee" is synonymous with "Recipient"; and "Grant Officer" is synonymous with "Agreement Officer" (AO). Eligible organizations interested in applying are encouraged to read this funding opportunity thoroughly to understand the type of application 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 III. USAID/Senegal has posted this NOFO on www.grants.gov and will post any amendments there too. Potential applicants should regularly check the website to ensure they have the latest information pertaining to this NOFO. Applicants will need to have available or download Adobe program to their computers to view and save the Adobe forms properly. It is the responsibility of the applicant to ensure they have received the NOFO from the internet in its entirety and 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.

The successful applicant will be responsible for achieving the results of the award. Please read each section of the NOFO.

Please send any questions to the point(s) of contact identified in Section IV. The deadline for questions is shown above. USAID/Senegal will respond to questions received prior to the deadline and will furnish questions and responses to all potential applicants through an amendment to this NOFO which will be posted to www.grants.gov.

Issuance of this NOFO does not constitute an award commitment on the part of the United States Government (USG) nor does it commit the USG to pay for any costs incurred in preparation or submission of comments/suggestions or an application. Applicants submit applications at their own risk; all preparation and submission costs are at the applicant's expense.

Thank you for your interest in this USAID/Senegal program.

Sincerely,

Yves Koré
Regional Agreement Officer

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ATTACHMENTS

ABBREVIATIONS AND ACRONYMS

AO	Agreement Officer
AOR	Agreement Officer's Representative
CA	Cooperative Agreement
CBE	Complementary Basic Education
CDCS	Country Development Cooperation Strategy
DO	Development Objective
EDB	Education de Base (USAID program)
EMMP	Environmental Monitoring and Mitigation Plan
EPQ	Education Priorite Qualite (USAID program)
GOLD	Governance for Local Development (USAID program)
GOS	Government of Senegal
IEE	Initial Environmental Examination
IR	Intermediate Result
JICA	Japanese International Cooperation Agency
M&M	Monitoring and Mitigation Plan
AMELP	Monitoring, Evaluation, and Learning Plan
MFDC	Movement of Democratic Forces of the Casamance
MOE	Ministry of Education
NOFO	Notice of Funding Opportunity
NTE	Not to exceed
OAA	Office of Acquisition and Assistance
OOSCY	Out of School Children and Youth
PAQUET	Programme d'Amélioration de la Qualité, de l'Equité et de la Transparence
PMP	Performance Monitoring Plan
RERA	Rapid Education Risk Analysis
RNSE	Rapport National sur la Situation de l'Education
SC	Selection Committee
SRGBV	School-Related Gender Based Violence
USAID	United States Agency for International Development
USG	United States Government

SECTION I: PROGRAM DESCRIPTION

A. PURPOSE

The purpose of the *Equitable Access to Education in Southern Senegal* Cooperative Agreement (CA) is to ensure the maximum number or children (aged approximately 9-16) in the Casamance (Ziguinchor, Sedhiou, and Kolda) and Kedougou regions of Senegal have equitable access to relevant basic education opportunities that develop essential life skills[1].
Relevant basic education includes both formal and complementary education. In both cases, program approaches must: (1) respond to communities and target populations they serve; (2) maximize the number of children served; (3) build on existing and past successful community efforts and the work of community-based organizations that are operating in the target zones; (4) include marginalized populations (e.g., girls, young mothers, children with disabilities) to the extent possible; and (5) ensure the absence of school-related gender based violence (SRGBV).[2]

A.1. Theory of Change and Activity Outcomes

USAID/Senegal's theory of change for this activity holds that:

> ***if*** complementary education services provide basic education that is responsive to communities' needs; and
>
> ***if*** formal education is responsive to communities' needs; and
>
> ***if*** transition from primary to middle school increased; and
>
> ***if*** families and caregivers enroll out-of-school children in responsive education services;
>
> ***then*** girls and boys aged 9-16 living in the Casamance and Kedougou regions of Senegal will have access to relevant basic education opportunities that develop essential life skills.

USAID/Senegal posits that increasing equitable access to relevant basic education opportunities will contribute to preparing a segment of the adolescent population in Senegal to actively participate in the country's political process, and foster dialogue among governing institutions and citizen groups in a way that mitigates conflict and crisis and strengthens transparent and democratic governance.

[1] **Life skills** may include a range of social and emotional life skills needed to foster positive behavior and discourage negative behavior, to promote engagement in civil society, and to enhance the well-being and workforce readiness of girls and boys, young men and women, as they prepare to re-enter the education system or to participate effectively in their community.

[2] **School-related gender-based violence (SRGBV)** includes any form of violence or abuse that is based on gendered stereotypes or that targets students based on sex. It includes, but is not limited to: rape, unwanted sexual touching, unwanted sexual comments, corporal punishment, bullying, and verbal harassment. SRGBV can take place in school buildings (including dormitories), on school grounds, or going to and from school and may be perpetrated by teachers, students, or community members. Girls and boys can be victims or perpetrators.

USAID/Senegal has identified several outcomes and related outputs that will be essential to achieving the activity's purpose, as outlined in the following model:

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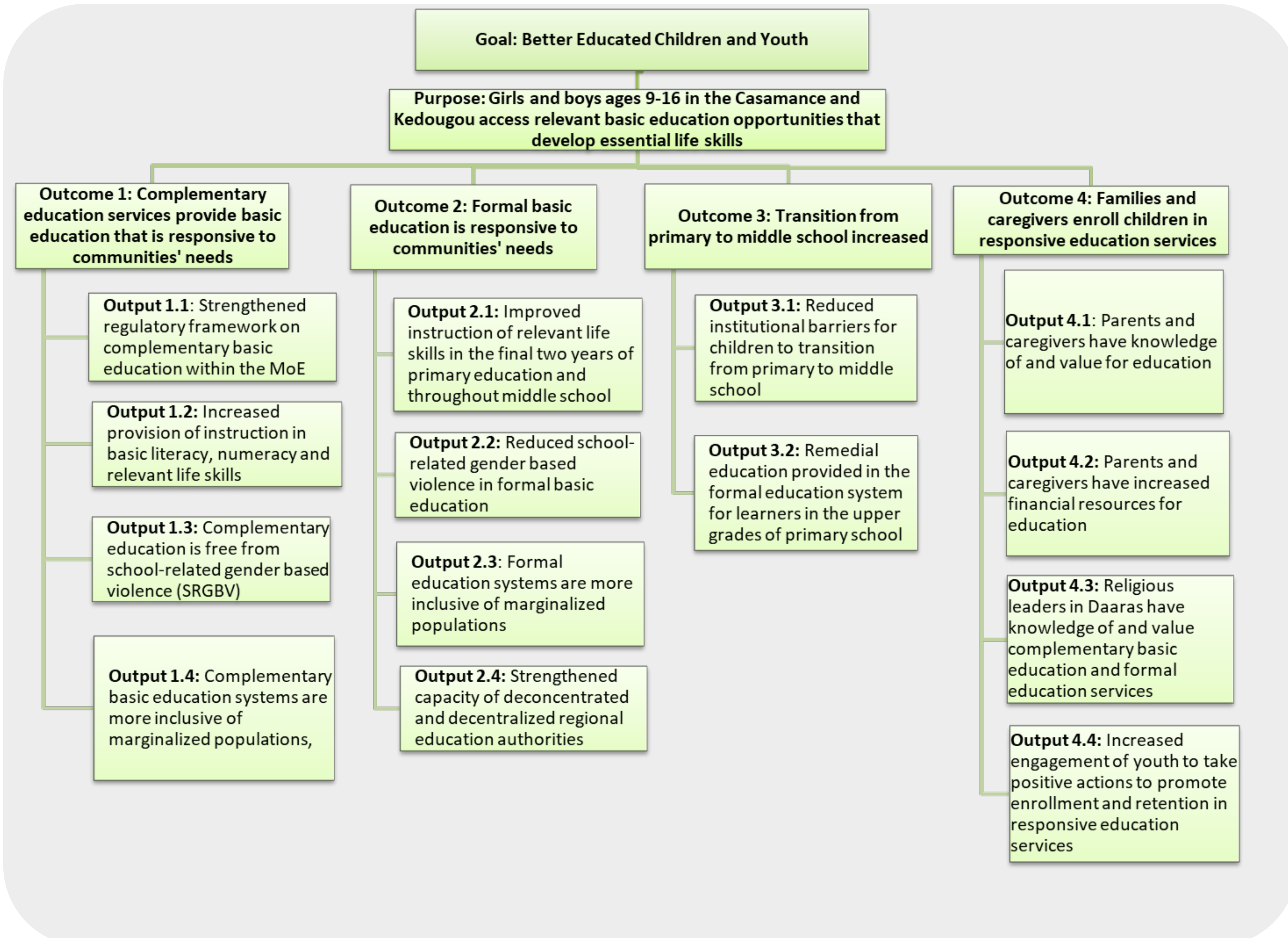
Goal: Better Educated Children and Youth
Purpose: Girls and boys ages 9-16 in the Casamance and Kedougou access relevant basic education opportunities that develop essential life skills
Outcome 1: Complementary education services provide basic education that is responsive to communities' needs
Output 1.1: Strengthened regulatory framework on complementary basic education within the MoE
Output 1.2: Increased provision of instruction in basic literacy, numeracy and relevant life skills
Output 1.3: Complementary education is free from school-related gender based violence (SRGBV)
Output 1.4: Complementary basic education systems are more inclusive of marginalized populations,
Outcome 2: Formal basic education is responsive to communities' needs
Output 2.1: Improved instruction of relevant life skills in the final two years of primary education and throughout middle school
Output 2.2: Reduced school-related gender based violence in formal basic education
Output 2.3: Formal education systems are more inclusive of marginalized populations
Output 2.4: Strengthened capacity of deconcentrated and decentralized regional education authorities
Outcome 3: Transition from primary to middle school increased
Output 3.1: Reduced institutional barriers for children to transition from primary to middle school
Output 3.2: Remedial education provided in the formal education system for learners in the upper grades of primary school
Outcome 4: Families and caregivers enroll children in responsive education services
Output 4.1: Parents and caregivers have knowledge of and value for education
Output 4.2: Parents and caregivers have increased financial resources for education
Output 4.3: Religious leaders in Daaras have knowledge of and value complementary basic education and formal education services
Output 4.4: Increased engagement of youth to take positive actions to promote enrollment and retention in responsive education services

A.2. Results

Outcome 1: Complementary education services provide basic education that is responsive to communities' needs.

Under this outcome, applicant activities must demonstrate effective ways to support complementary basic education (CBE) for out-of-school children aged 9 to 16. CBE is intended to complement or support--- rather than parallel-- the basic education services provided by the Ministry of Education (MoE) by delivering instruction aligned to the formal curriculum in reading, math, and essential life skills. CBE provides an accelerated, flexible, legitimate, and recognized pathway into formal education system and/or professional or vocational training. Responsive education means that it meets the needs of the community and existing or potential students. Approaches must demonstrate effective means of engaging with communities, and hearing and working with community expectations. CBE must also be available in sufficient quantity and meeting minimum standards of quality and safety for basic education. CBE interventions must support the strengthening of the MoE policy framework, to include establishing minimum standards for CBE operations, instruction and safety.

Approaches must:

- recognize and build on current and past community efforts and the work of community-based organizations that are operational in the target zones, have built strong relationships with communities, and may be providing a limited array of CBE;
- expand the reach of CBE services;
- improve the responsiveness of CBE services; and
- seek to serve the most marginalized.

A large portion of the $1.5M budget set-aside for small scale rehabilitation activities is anticipated to be applied to this outcome.

Outcome 2: Formal basic education is responsive to communities' needs.

Under this outcome, applicant activities must demonstrate effective ways to ensure the formal basic education system is responsive to communities' needs and expectations. Approaches must leverage previous USAID/Senegal investments in basic education (e.g. USAID/Education de Base (EDB), USAID/Education Priorite Qualite (EPQ), etc..) and apply evidence-based, promising approaches, materials and learning from CBE activities in Outcome 1. Formal basic education that is responsive to communities means that instructional content and practices build relevant life skills for learners, the learning environment is safe, that learners are engaged, and that GOS education authorities and communities are involved at every step in the process, building their capacity through targeted activities.

Achievement of Outcome 1 and Outcome 2 requires coordination and cooperation with the activities, programs, and initiatives of the MoE, other donors as well as work being conducted under other USAID/Senegal sponsored awards in other sectors. Applicants must detail how they will collaborate with USAID/Senegal's Governance for Local Development (GOLD) activity. This activity aims to strengthen the capacity of deconcentrated and decentralized MoE authorities, improving planning and more equitable distribution of education resources, supporting an absorptive capacity in the formal education system to enroll or re-enroll children and increase transition rates.

A small portion of the $1.5M budget set-aside for small scale rehabilitation activities is anticipated to be applied to this outcome.

Outcome 3: Transition from primary to middle school increased

Under this Outcome, applicant activities must demonstrate effective ways to increase the transition rate from primary to middle school. Activities must target key institutional barriers for children to complete primary school and enter middle school, and include coordination with local, regional, and/or national authorities from relevant line ministries and administrative structures. Activities may address issues of accessibility to middle school due to absence of birth registration, reforms to the end of primary cycle exams system and/or requirement, or other strategies addressing region-specific institutional barriers.

Approaches must support community and/or MoE initiatives to provide remedial education to learners in the upper grades of primary school. Remedial education will support the development of basic education skills and ensure learners are able to perform at grade-level. Remedial education initiatives may include support for children to be successful upon re-entry to the formal education system after completion of CBE, support for learners with special needs, support for learners who are at risk of dropping out, or exam preparation for end of cycle exams. Under this outcome, USAID/Senegal will entertain targeted pilots or special studies to identify a low-cost, scalable model for MoE or other education service providers to replicate.

Approaches to Outcome 3 must build on the support under Outcome 2 during the last two years of primary school. Part of ensuring that formal education is responsive to learners' needs means that learners acquire essential skills to complete primary school, pass the end of primary exam and successfully transition to middle schools.

Outcome 4: Families and caregivers enroll out-of-school children in responsive education services

Under this outcome, applicant activities must build on activities under outcomes 1-3 and demonstrate effective ways to enable and encourage families and caregivers to enroll children in both CBE and formal basic education. Effective activities under this outcome will demonstrate how the Applicant will educate parents and caregivers of achievements under outcomes 1-3, and the value of life skills, to the extent they are prompted to enroll or re-enroll their children in CBE or formal education services, finances permitting. Approaches must address the divergent reasons parents and caregivers currently give for not valuing education; it must engage those parents and caregivers whose children, for example, currently attend a Daara. In these instances, religious leaders must also be engaged to support the value of available CBE and formal education services in their communities as an important complement to religious studies. Use of existing trusted community leaders, thorough integration of all outcomes and engagement of the full community and all voices is critical to success under this outcome.

Applicants may propose local initiatives that increase the financial resources families dedicate to education expenses, as well as interventions that specifically address socio-cultural barriers to basic education for girls, children with disabilities, and children residing outside the home.

B. BACKGROUND

B.1 Conflict in Southern Senegal

Longstanding tensions between the Government of Senegal (GOS) and the Movement of Democratic Forces of the Casamance (MFDC) and emerging tensions between the mining industry and local communities in Kedougou have stifled development in the southern regions of Senegal and adversely affected access to education. The root grievances of the Casamance population are deeply ingrained in perceptions of exclusion and marginalization based on identity, culture, geographic, economic, and social grounds. Similar sentiments are pervasive in Kedougou, where many large mining companies have rapidly expanded mining operations, fueling social discontent and resentment in the region.

The effects of these conflicts continue to have a negative impact on the lives of children (among other) living in the affected regions. Insecurity and economic uncertainty throughout the regions has left households with limited financial capacity to cover the direct, indirect and opportunity costs of education, with girls being more negatively impacted as they aspire to further their education. Despite the reopening of nearly all schools that closed during the height of the conflict in the Casamance, schools still struggle to attract and retain students and qualified teachers.

B.2. Education and Conflict

Inefficiencies in the education system, a lack of responsiveness to children's educational needs, and the lingering effects of violent conflict in southern Senegal, has resulted in limited access to relevant basic education opportunities that build essential life skills for children ages 9-16. A USAID-commissioned *Study of Out of School Children and Youth in Senegal (2017)*, found that approximately 1.5 million children and youth aged 6-16 (representing 37% of the school age population) is out of school nationwide [3].

Children who have never been to school
USAID's study also highlights that of the children who are out of school nationwide, 78% have never been enrolled in formal education to begin with, with the percentage for boys being slighter higher than that of girls. This shows that despite the notable progress Senegal has achieved in terms of access, a large segment of children remains excluded thus marginalized. Among the main reasons for not enrolling children cited by parents and heads of household are

[3] USAID (2017). Senegal Out of School Children and Youth Study.

religious and cultural beliefs (58%), with parents and communities not finding the formal school adapted to their needs, values, and expectations. This drives parents towards the Daaras, which they see as more representative of their values and beliefs than formal schools. Other reasons include lack of financial means, distance to school, and to a certain extent lack of birth certificates to enroll the child.

Children who have dropped out of school
While MoE statistics for the 2015-2016 school year show that primary gross enrollment rates in the southern regions are high at 110.2%, the gross enrollment rates for middle school demonstrate a significant drop, averaging just 64.7%,[4] with the highest dropout rates in the final two years of primary school. USAID/Senegal's study found that nationwide, about 20% of dropouts age 12-16 have abandoned in the final year of primary school (CM2), with the rate for girls at 22.5% slightly higher than that of boys at 19%. Once in middle school, approximately 12% of children drop out in the first year,[5] although the region of Ziguinchor is an exception with the highest drop-out occurring later into middle school and high school.[6] USAID's study reveals that the top reason for children dropping out as listed by parents and heads of household is the child's lack of interest or motivation in attending school (35%), following by high repetition rates (14%), and, depending by region, the distance to school.

Over the past 15 years, the MoE has made considerable efforts to diversify the education services available to its citizens. Between 2003 and 2015, the MoE has worked to respond to the demand for religious education by expanding the number of accredited Franco-Arabe schools from 10 to 331. Despite these efforts to diversify education opportunities, the MoE recognizes that learners who are overage or who have dropped out of education lack legitimate, recognized means of obtaining basic education skills, pathways for re-entry into the formal education system or onward professional training, most notably in rural areas. At the same time certain groups of children, especially girls and children with disabilities face additional barriers to education due to stigma, attitudinal, pedagogical, linguistic, and physical barriers. These challenges continue to be a barrier to the government's ambition to achieve education for all.

Evidence indicates that girls and boys do not enroll or leave the formal education system early due to a variety of economic, socio-cultural, and educational quality factors. Parents and caregivers have strong beliefs, values and practices that influence household decisions related to education, including whether to enroll children in formal schools or other religious schools, and when children are withdrawn from education. Evidence also indicates that religious leaders are an important group of stakeholders that influence education decisions at the household level, therefore an essential target for community engagement and mobilization activities

There is limited capacity in the non-formal sector and a lack of recognized complementary basic education structures in Senegal to provide sufficient education services responsive to the needs and demands of so many out of school children, especially youth who have missed out on their basic education. As a result, children and youth are unable to equitably access education services that provide essential skills needed to re-enter the formal education system, to successfully

[4] Rapport National sur la Situation de l'Education (RNSE) 2016 pp. 77 and 95
[5] RNSE p. 99
[6] Idem

transition to lower secondary school or professional/vocational training, and eventually to participate effectively in their community.

C. RELATIONSHIP TO GOS AND USAID/SENEGAL PROGRAMS

C.1. Strategic Alignment to USAID and Senegalese Government Priorities

Approaches and activities must be consistent with Goal 3 of USAID Global Education Strategy[7] to increase equitable access to education in crisis and conflict environments, and the applicant must use interventions that are aligned to best practices and evidence on effective interventions to increase access to education.

This activity is closely aligned with the MoE's education sector strategy, Le Programme d'Amélioration de la Qualité, de l'Equité et de la Transparence (PAQUET), which runs from 2013-2025, and is designed to support improvements in access to education in line with the GOS's vision.

C.2. Coordination and Complementarity of Interventions with USAID Strategy, and USAID and Other Partner Activities

The Applicant's approach must demonstrate coordination with ongoing USAID/Senegal supported activities in the target zones across other sectors, including health, economic growth, etc. to ensure complementarity and leveraging of resources. Specifically, the Applicant must show how it will closely collaborate with the implementing partner of USAID/Senegal's recently launched local governance support activity (GOLD). GOLD is designed to complement interventions in the education sector by increasing the capacity of local governments to improve the provision of services at the community level. Collaboration will include at a bare minimum, selection of zones of intervention.

Other donors and development partners are also active in the education sector in the target regions, or have indicated common priorities and strategic interests. This includes UNICEF, the World Bank, the Japanese International Cooperation Agency (JICA), and others. The Applicant must demonstrate knowledge of these activities and a plan to coordinate actions to avoid duplication of efforts and create synergies.

D. ACTIVITY MONITORING, EVALUATION, and LEARNING PLAN (AMELP)

The Applicant must submit a draft activity monitoring, evaluation, and learning plan (AMELP) that:

[7] The USAID Global Education Strategy can be found at: http://pdf.usaid.gov/pdf_docs/PDACQ946.pdf

- shows how it plans to track progress towards the results of this program for the full 5 years;
- shows how it plans to contribute to the collaboration, learning, and adapting framework of USAID/Senegal through:
    - tracking, using, and contributing to the technical evidence base addressed by this program;
    - testing and exploring the theory of change;
    - identifying game changers and planning scenarios; and
    - ensuring monitoring is designed to help learn from implementation
- is conflict sensitive.

The draft AMELP must include planned indicators (in addition to the minimum prescribed indicators), data sources, collection and calculation methods, baseline data (or plan for obtaining it), and annual targets linked to indicators. The Applicant's draft AMELP will be the basis for the final AMELP, submitted 90 days after award.

The AMELP will include a) a strategic Learning Agenda; and b) a performance monitoring plan (PMP) to measure and assess activity results, with appropriate indicators for each level of the results framework.

(a) Learning Agenda

The Applicant's Learning Agenda will describe how it will monitor on-going external assumptions about the operating environment and contextual factors, and steps it will use to adjust activities so they remain valid and appropriate to the circumstances.

To the extent that proposed interventions include "piloting", the applicant will say how it will determine pilot activities and sites, how results will be evaluated and how the approach will be adapted and launched at scale.

The Learning Agenda must integrate principles of USAID's Rapid Education Risk Analysis (RERA) tool in its approach to analyzing initial and on-going risks. RERA encompasses USAID's standards for implementing programs in a conflict-sensitive manner with upfront and continuing contextual analysis and monitoring that inform interventions throughout the life of the program. The tool is available at http://eccnetwork.net/wp-content/uploads/USAID-RERA-v1.pdf.

The RERA combines elements of conflict analysis, disaster risk analysis, and resilience analysis with a rapid education analysis. It consists of national or regional level mapping, stakeholder consultation and analysis of primary and secondary data sources carried out over two (2) to three (3) weeks. Primary data collection should be conducted only to fill gaps in knowledge based on analysis of available secondary data. It aims to capture general information about how the education system, learners and their communities interact with a dynamic multiple risk environment, and how those risks interact.

The Applicant must explain in its learning agenda how it will use RERA to inform program changes.

(b) Performance Monitoring Plan:

The Applicant will develop and implement a Performance Monitoring Plan (PMP) that includes program indicators and targets that will be used to assess progress towards achievement of the program goal and results. Upon award, the successful applicant must work with USAID/Senegal to ensure indicators are aligned with the Mission's strategic objectives and intermediate results.

The PMP should include indicators, baselines, and targets, pertinent to activity-level management and monitoring. Where appropriate, PMP baselines should draw on existing data, studies, and surveys. The successful applicant will develop a robust data collection system, which includes adequate data quality controls and complies with all USAID data quality requirements. The PMP must specify approximate dates for data collection, the method, type, and source of information to be collected, and must report on these indicators in line with existing and future USG guidance. The PMP should also present indicators and approaches through which linkages established by the project can be measured and verified. Data should be sex, age, and region-disaggregated.

In developing the PMP indicators, the Applicant must include the following at a minimum:

- Total number of new entrants in primary, secondary schools or equivalent non-school based settings with USG support (disaggregated by sex and age)
- Number of learners in primary schools or equivalent non-school based settings reached with USG education assistance
- Number of learners in secondary schools or equivalent non-school based settings reached with USG education assistance.
- Percent of complementary basic education centers that meet minimum standards (to be defined in collaboration with the MoE)
- Percent of children who complete primary school in USG supported primary school
- Percent of children who complete complementary basic education in USG supported CBE center
- Number of primary or secondary classrooms built or repaired with USG assistance

The Recipient must submit an environmental compliance plan as part of the final PMP Plan.

E. SPECIAL CONSIDERATIONS

E.1. Conflict Sensitivity

USAID/Senegal requires partners to consider conflict dynamics in all activities, and to demonstrate in their applications how they will do so throughout the implementation of the activity. Conflict sensitivity refers to the discipline and capacity of an organization to:

- Understand the conflict context in which programs are being implemented;

- Understand how the conflict context might affect programs and how programs might affect the conflict context;
- Act on this understanding to minimize risk of negative impacts on programs (i.e., staff, beneficiaries, communities, results) and the conflict dynamics; and
- Identify options for positively impacting the conflict context.

E.2. Community-led/Local Solutions and Partnerships

Interventions under this activity must be identified, developed, and strengthened through a consultative process with beneficiaries in supported communities. Interventions should prioritize engagement at the community level, including engagement with civil society, parent teacher associations (PTAs), disabled persons organizations, local education authorities and stakeholders, religious institutions/leaders, traditional leaders, women, youth (both male and female), and local businesses. In addition, interventions should expand on existing community-supported initiatives to ensure sustained education service delivery. This activity is grounded in the reality that achieving and sustaining any development outcome depends on the contributions of multiple and interconnected actors, which includes the use of local systems. Interventions must therefore engage local institutions in every step of implementation, building technical and management capacity within targeted institutions and communities, working with or through host country systems when appropriate, and transferring managerial and activity implementation responsibility to local institutions where feasible.

Strategic partnerships are critical to USAID investments. Through this activity, USAID/Senegal seeks to strengthen in-country partnerships and reinforce an inclusive approach to partnerships put forward by USAID's Local Systems Framework. ***USAID/Senegal therefore encourages Applicants to explore the potential of forming partnerships or consortia with other institutions that have established expertise.***

E.3. Positive Youth Development

The Applicant's approaches must be consistent with the goal of USAID's Youth in Development Policy (2012): to improve the capacities and enable the aspirations of youth so that they can contribute to and benefit from more stable, democratic, and prosperous communities and nations[8]. This activity will be aligned to best practices in positive youth development and the seven guiding principles described in the Policy:

- Recognize youth participation as vital for effective programs;
- Invest in assets that build youth resilience;
- Account for youth differences and commonalities;
- Create second chance opportunities;
- Involve and support mentors, families, and communities;
- Pursue gender equality; and
- Embrace innovation and technology by and for youth.

[8] The USAID Youth in Development Policy, Oct 2012 can be found at: http://www.usaid.gov/sites/default/files/documents/1870/Youth_in_Development_Policy.pdf

Applicants must describe tangible and specific ways they will engage Senegalese female and male youth as active contributors and leaders in the implementation as opposed to passive beneficiaries.

E.4. Inclusive Development:

The Applicant must promote aspects of inclusive development in education and integrate them within proposed strategies for meeting the outcomes throughout the implementation of the activity. The goal of inclusive development in education is to reform policies or practices that restrict equitable access to education based on gender, class, disability, ethnicity, language group, geographic location, religious affiliation, academic ability, or other factors identified as the basis for exclusion. The Recipient must comply with the objectives of the USAID Disability Policy[9] and USAID's Gender Equality and Female Empowerment Policy[10] in performing the program under this grant or cooperative agreement. USAID/Senegal requires that contextual analyses conducted at the outset of this activity include an analysis of gender and disability.

E.5 Layered and Integrated Assistance

The Applicant's approach must demonstrate geographic layering, integration, and/or sequencing of development assistance programs within the same communities. Layering involves explicit and proactive coordination between development programs or coordination between development programs working in different sectors, to simultaneously address different facets of the shocks that stress community resilience and coping mechanisms. Integrated programs combine interventions from different sectors within a single program and coordinate them in ways that provide holistic interventions to address complex problems.

F. ANNEXES

The following reports are provided as annexes at the end of this NOFO for applicant information:

1. USAID/Senegal National out of school children and youth study
2. Regional Annexes to the National out of school children and youth study (Kedougou, Ziguinchor, Sedhiou, Kolda)
3. Final report of USAID/Education de Base project
4. Final report of USAID/Education Priorité Qualité Report
5. Mid-term Evaluation of the USAID/EDB project
6. Performance evaluation report of the USAID/EPQ project

[9] USAID's Disability Policy can be found at: http://pdf.usaid.gov/pdf_docs/PDABQ631.pdf

[10] USAID's Gender Equality and Female Empowerment Policy can be found at: https://www.usaid.gov/sites/default/files/documents/1865/GenderEqualityPolicy_0.pdf

SECTION II: FEDERAL AWARD INFORMATION

A. ESTIMATE OF FUNDS AVAILABLE AND NUMBER OF AWARDS CONTEMPLATED

Subject to funding availability, USAID/Senegal intends to make one award for $20-25 million under this NOFO. Applicants should set-aside $1.5 million for miscellaneous small-scale construction/renovation activities.

USAID/Senegal reserves the right to fund any one or none of the applications submitted.

B. START DATE AND PERIOD OF PERFORMANCE FOR FEDERAL AWARDS

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

C. SUBSTANTIAL INVOLVEMENT

USAID will be substantially involved in the award as follows:

1) Approval of recipients' work plan (first plan at program start and annually thereafter) (*the recipient's first year work plan will build upon the outline submitted with the application*)
2) Approval of Key Personnel
3) Approval of the Recipient's AMELP
4) Monitoring to provide direction or redirection because of interrelationships with other projects.

The AO will approve sub awards, transfer, or contracting out of any work under an award pursuant to 2 CFR 200.308

D. TITLE TO PROPERTY

Property title under the resultant agreement shall vest with the recipient in accordance with the requirements of 2 CFR 200.310 through CFR 200.316 regarding the use, accountability, and disposition of such property. For non-US-Entities, property title is vested in the recipient in accordance with the requirements of Mandatory Standard Provision for Non-US Organizations, *Title To And Use Of Property (December 2014)*.

E. AUTHORIZED GEOGRAPHIC CODE

The geographic code for this program is **937.** Code 937 is defined as the United States, the cooperating/recipient country, and developing countries other than advanced developing countries, and excluding prohibited sources. USAID maintains a list of developing countries, advanced developing countries, and prohibited sources, which will be available in USAID's Automated Directives System, ADS 310. Procurement of vehicles and other restricted commodities are subject to limitations in 22 CFR, ADS 312 and may require a waiver or agreement officer's approval.

F. PURPOSE OF THE AWARD

The principal purpose of the relationship with the Recipient is to transfer funds to accomplish a public purpose of support or stimulation of the *Equitable Access to Education in Southern Senegal* activity 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 their 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 their Federal award. The Recipient using its own unique combination of staff, facilities, and experience, has the primary responsibility for employing whatever form of sound organization and management techniques may be necessary in order to assure proper and efficient administration of the resulting award.

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SECTION III: ELIGIBILITY INFORMATION

A. ELIGIBLE APPLICANTS

U.S. and non-US organizations may participate under this NOFO.

USAID/Senegal welcomes applications from organizations who have not previously received financial assistance from USAID.

Applicants must have established financial management, monitoring and evaluation processes, internal control systems, and policies and procedures that comply with established USG standards, laws, and regulations. The successful applicant will be subject to a risk assessment (Pre-award Survey) by the AO.

To be eligible for award of a Cooperative Agreement, in addition to other conditions of this NOFO, organizations must have a politically neutral humanitarian mandate, a commitment to nondiscrimination with respect to beneficiaries and adherence to equal opportunity employment practices. Non-discrimination includes equal treatment without regard to race, religion, ethnicity, gender, and political affiliation.

The Recipient must be a responsible entity. The AO may determine a pre-award survey is required to conduct an examination that will determine whether the prospective recipient has the necessary organization, experience, accounting and operational controls, and technical skills – or ability to obtain them – to achieve the objectives of the program and comply with the terms and conditions of the award.

The applicant is reminded that U.S. Executive Orders and U.S. law prohibits transactions with, and the provision of resources and support to, individuals and organizations associated with terrorism. It is the legal responsibility of the Recipient to ensure compliance with these Executive Orders and laws. This provision must be included in all sub-awards issued under this Cooperative Agreement.

B. BRANDING & MARKING

It is a Federal statutory and regulatory requirement (see Section 641, Foreign Assistance Act of 1961, as amended and 2 CFR 700.16) that all overseas programs, projects, activities, public communications, and commodities that USAID partially or fully funds under an assistance award or sub-award must be appropriately marked with the USAID identity.

Under 2 CFR 700.16, USAID requires the submission of a Branding Strategy and a Marking Plan by the "apparently successful applicant." The apparently successful applicant's proposed Marking Plan may include a request for approval of one or more exceptions to the marking requirements in 2 CFR 700.16. The AO will review and approve the apparently successful applicant's Branding Strategy and Marking Plan (including any requests for exceptions), consistent with the provisions "Branding Strategy," "Marking Plan," contained in the Certifications, Assurances, Other Statement of the Recipient and Solicitation Standard Provisions, and "Marking and Public Communications Under USAID-funded Assistance" contained in Section IV.

C. ENVIRONMENTAL COMPLIANCE

1. The FAA of 1961, as amended, Section 117 requires that the impact of USAID's activities on the environment be considered and USAID include environmental sustainability as a central consideration in designing and carrying out it development programs. This mandate is codified in 22 CFR 216 and in USAID's Automated Directives System (ADS) Parts 201 and 204, which in part, require that 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's environmental compliance obligations under these regulations and procedures are specified in C.2. below

   In addition, the recipient 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 govern.

   No activity funded under this award will be implemented unless an environmental threshold determination, as defined by 22 CFR 216, has been reached for that activity, as documented in a Request for Categorical Exclusion (RCE), Initial Environmental Examination (IEE), or Environmental Assessment (EA) duly signed by the Bureau Environmental Officer (BEO). (Hereinafter, such documents are described as "approved Regulation 216 environmental documentation.")

2. An IEE was approved by the Bureau Environmental Officer on August 3, 2016 for the Equitable Access to Education in Southern Senegal Project Appraisal Document. The IEE covers activities expected to be implemented under this cooperative agreement. USAID has determined that a **Negative Determination with conditions** applies to one or more of the proposed activities. This indicates that if these activities are implemented subject to the specified conditions, they are expected to have no adverse impact on the environment. The recipient must implement all IEE conditions pertaining to activities funded under this award.

   Following are the conditions established for the anticipated small-scale construction activities under this NOFO and resulting award:

   *As per 22 CFR 216.3 (a) (2) (iii), a **Negative Determination with Conditions** is recommended for the execution of small construction/rehabilitation activities that include schools, latrines, restrooms, and supply of electronic and IT materials. The conditions are that any individual building does not exceed 10,000 square feet and construction should be conducted in a manner consistent with best practices as outlined in the Small-Scale*

Construction Chapter and the Primary and Secondary Day Schools chapter of the USAID Sector Environmental Guidelines: http://www.encapafrica.org/egssaa.htm.

3. As part of its initial Work Plan, and all Annual Work Plans thereafter, the recipient, in collaboration with the USAID AOR and MEO or BEO, as appropriate, must review all ongoing and planned activities under this CA to determine if they are within the scope of the approved Regulation 216 environmental documentation.

   If the recipient 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. The recipient must not undertake activities 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.

4. When the approved Regulation 216 documentation is (a) an IEE that contains one or more Negative Determinations with conditions and/or (b) an EA, the recipient must:

   a. unless the approved Regulation 216 documentation contains a complete environmental mitigation and monitoring plan (EMMP) or a project mitigation and monitoring (M&M) plan) prepare an EMMP or M&M Plan describing how it will, in specific terms, implement all IEE and/or EA conditions that apply to proposed project activities within the scope of the award. The EMMP or M&M Plan must include monitoring the implementation of the conditions and their effectiveness.
   b. Integrate a completed EMMP or M&M Plan into the initial work plan.
   c. Integrate an EMMP or M&M Plan into subsequent Annual Work Plans, making any necessary adjustments to activity implementation in order to minimize adverse impacts to the environment.

SECTION IV: APPLICATION AND SUBMISSION INFORMATION

A. AGENCY POINT OF CONTACT

Chadwick Mills
Regional Acquisition and Assistance Office (RAAO)
USAID/Senegal
US Embassy Compound, Route des Almadies
Dakar, Senegal
(221) 33.879.43.51
cmills@usaid.gov

Questions regarding this NOFO should be submitted via e-mail to Chadwick Mills at the e-mail address above no later than March 15th, 2018 to provide USAID/Senegal with sufficient time to address the questions and incorporate the questions and answers into an amendment to this NOFO. 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.

The e-mail transmitting the questions and requests for clarification must reference the solicitation number and title on the subject line of the e-mail as follows:

Subject of the email:

[Name of the Organization] Equitable Access to Education in Southern Senegal NOFO No. 72068518RFA00007**– Questions**

The email must also include the following information:

Along with the name of the organization, Applicants must provide in the body of the email a physical address, name and position of the contact person on behalf of organization, email and telephone.

Questions will not be accepted after the due date reflected on the top of the cover letter for this NOFO and questions sent to any other e-mail address will not be responded to. Non-written data or instructions given before award of Cooperative Agreement are not binding.

B. CONTENT AND FORM OF APPLICATION SUBMISSION

Applicants are expected to review, understand, and comply with all aspects of the NOFO.
Preparation of Applications:

Each Applicant must furnish the information required by this NOFO. Applicants must submit applications in **two separate parts: (a) Technical Application, and (b) Cost/Business Application.**

The person signing the application must initial any erasures or other changes to 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 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 title page with the following legend:

> *"This application includes data that must not be disclosed outside the U.S. Government and must not be duplicated, used, or disclosed – in whole or in part – for any purpose other than to evaluate this application. If, however, a grant is awarded to this Applicant 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 grant. 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}"*

Applicants should mark each sheet of data it wishes to restrict with the following legend:

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

Applicants should retain for their records one (1) copy of the application and all enclosures that accompany it.

C. APPLICATION SUBMISSION PROCEDURES

It is the Applicant's responsibility to ensure that all necessary documentation is complete and received on time.

Applicants may upload applications to http://www.grants.gov. USAID bears no responsibility for errors resulting from transmission or conversion processes associated with electronic submissions.

Applicants must submit applications electronically to: EDU_solicitations@usaid.gov
if Applicant has trouble with submission to EDU_solicitations@usaid.gov, they can submit to Chadwick Mills at cmills@usaid.gov.

For an application sent by multiple emails, please indicate in the subject line of the email whether the email relates to the technical or cost application, and the desired sequence of multiple emails (if more than one is sent) and of 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 says: "[organization name], Cost Application, Part 1 of 2".

Our preference is that the technical application and the cost application be submitted as single email attachments, e.g. that you consolidate the various parts of a technical application into a single document before sending them. 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. All applications received by the submission deadline will be reviewed for responsiveness to the NOFO and the application format. No addition or modifications will be accepted after the submission date.

After you have sent your applications electronically, immediately check your own email to confirm that the attachments you intended to send were indeed sent. If you discover an error in your 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.

Unnecessarily elaborate applications that include brochures or other presentations beyond those sufficient to present a complete and effective application in response to this NOFO are not desired and may be construed as an indication of the applicant’s lack of cost consciousness. Elaborate artwork, expensive paper and binding, and expensive visual and other presentation aids are neither necessary nor wanted.

D. TECHNICAL APPLICATION FORMAT

The technical application will be the key factor for consideration in selection for award of the proposed Cooperative Agreement. The technical application should be specific, complete and presented concisely. It should demonstrate the Applicant's capabilities and expertise to achieve the results of this program. The application must consider the requirements of the program and merit review criteria found in this NOFO.

The Technical Application narrative section must not exceed 30 single-spaced typed pages in English (12 font size Times New Roman Font, single spaced, typed in standard 8.5 x 11 paper size with one-inch margins both right and left and each page numbered consecutively).

USAID/Senegal will not review information submitted over the 30-page limit. To facilitate the competitive review of the applications, USAID/Senegal will consider only applications conforming to the prescribed format and page limitations. Any other information submitted will not be provided to the Selection Committee and will not be reviewed. Letters of support are not requested and will not be provided to the Selection Committee. The following parameters apply to the page limitation:

- Cover Page (not counted against page limit)
- Table of Contents (not counted against page limit)

- Executive Summary (NTE 2 pages)
- Program Approach (NTE 16 pages)
- Management and Staffing Approach (NTE 4 pages)
- Institutional Capacity (NTE 4 pages)
- Draft Year 1 Work Plan Outline (NTE 4 pages)

Annexes: Promotional literature and materials regarding the applicant must not be submitted as part of the annexes. The following items are not subject to the page limitation and will not be counted (a page in the technical application, which contains a table, chart, graph, etc., not otherwise excluded below, is subject to the "page" limitation):

- Resumes/Curriculum Vitaes (CVs) for Key Personnel and long-term professional staff (not to exceed [NTE] 2 pages each), proposed position descriptions (NTE 1 page each) and signed letters of commitment (NTE 1 page each) from Key Personnel;
- Partner letters of commitment;
- Charts providing information on management structure, matrixes demonstrating staff skills, and organizational chart(s); and
- Draft Monitoring, Evaluation, and Learning Plan (AMELP).

All other items not listed as an annex are included in the above page limitation. Please number pages as "Page __of __Pages" where a page number combined with a letter indicates a page that is exempt from the 30-page limitation. Annexes can be numbered separately and should be numbered as "Annex 1: 1 of X, Annex 2: 2 of X", et cetera. Pages should be paginated at the bottom.

The ***Cover page*** must state:

- The program name.
- The names of the organizations/institutions involved in the application, with the lead or primary applicant clearly identified and sub-applicants listed separately.
- A contact person for the prime applicant, including this individual's name (both typed and his/her signature), title, address, telephone number, and email address. State whether the contact person is the person with the authority to bind the organization, and if not, identify the authorized person's information and signature with contact information.
- The Tax Identification Number (TIN) and Data Universal Numbering System (DUNS) numbers of the Prime Applicant and any proposed sub-applicants listed separately.

Executive Summary

The executive summary should contain highlights of the Applicant's program.

Program Approach

The applicant will outline its program approach in response to USAID/Senegal's Program Description (Section I of this NOFO). The approach should confirm or include proposed modifications to any objectives, results, activities, and indicators described by USAID/Senegal. It should also contain a description of key strategies, activities and approaches, as well as the connections among them, the applicant will pursue to accomplish USAID/Senegal's desired outcomes, as well as the rationale for selecting them. The applicant must separately detail the construction/renovation activities envisioned as part their program and within the $1.5M set aside amount.

This NOFO has outcomes for which activities may vary by geographic focus area. The applicant must describe its approach for identifying needs, engaging with communities, parents, and caregivers, to inform decisions, tailor activities, and collaborate with USAID/Senegal and other donor projects and partners.

The program approach must integrate and describe how it is conflict sensitive, uses community-lead/local solutions, complies with USAID's Positive Youth in Development Policy, is inclusive, is layered and integrated and engages in collaboration to create synergy.

Management and Staffing Approach

The applicant should describe its management plan and explain how proposed technical, managerial, and other personnel are qualified to carry out their program. An organizational chart placing proposed personnel (key, technical and administrative) with clearly defined position titles, level of effort, and lines of reporting should be included.

The applicant should propose key personnel with their names, positions, and a brief description of relevant education, skills, and experience to achieve the results of the program.

The applicant may include up to three key Personnel and must include, in an Annex, resumes for all key personnel candidates. Resumes may not exceed two pages in length and must be in chronological order starting with most recent experience. Letters of commitment from all key personnel to the effect that they will be available for the period of the cooperative agreement, should the applicant receive an award, should also be included in the Annex. (Note: USAID/Senegal may require past performance references for key personnel from the apparently successful applicant to confirm success of past work.)

The applicant should show how its use of local organizations, staff, etc. working in the region supports USAID/Senegal's requirement to build on existing success and capacity and support local solutions.

Institutional Capacity

The applicant should demonstrate their clear capacity and experience to accomplish the range of technical interventions described in their proposed program. The applicant should describe success in implementing, managing outputs and activities, like those described in the program description, to achieve meaningful results. The applicant should also describe its' institutional capacity—i.e., its' ability to gather the resources and expertise necessary to implement the program approach, and to sustain its' efforts for the duration of the Agreement. The applicant's experience working effectively with subawardees (if any) should be explained. The applicant's successful management of small-scale construction/renovation should be described. All past experience cited should be supported by past performance references. (Note: USAID/Senegal may require past performance references from the apparently successful applicant to confirm past achievements.)

Draft Year 1 Work Plan Outline
The applicant must provide a work plan outline of the first year of its program, clearly demonstrating its' ability to successfully and efficiently operationalize the program. This outline will serve as the basis for the first-year work plan required to be submitted by the recipient after award.

Draft Activity Monitoring, Evaluation, and Learning Plan (AMELP)
The applicant should submit a draft AMELP as an annex to the Application (not counted against the page limitations). The content of draft AMELP must conform to the requirements in Section 1, Program Description. The AMELP, including data collection approach, should be in a table format with notes. Indicators and annual targets proposed in the AMELP should directly relate to program activities and results. Baselines for each indicator should be presented whenever possible, citing source of data. In the notes, the applicant should describe how any missing baseline data would be collected within the first six months of program implementation.

The applicant should describe in its AMELP, the process by which it will quickly and effectively adapt its approach based on learning, including timing of RERA(s) and use of the resulting data.

Environmental Compliance
USAID anticipates that environmental compliance and achieving optimal development outcomes for the proposed activities will require environmental management expertise. Applicants must therefore include as part of their application their approach to achieving environmental compliance and management, to include the applicant's:

- approach to developing and implementing an IEE or EA or environmental review process and/or an Environmental Mitigation and Monitoring Plan (EMMP) or Mitigation and Monitoring (M&M Plan).
- approach to providing necessary environmental management expertise, including examples of past experience of environmental management of similar activities.
- illustrative budget for implementing the environmental compliance activities. For the purposes of this NOFO, offerors/applicants should reflect illustrative costs for environmental compliance implementation and monitoring in their cost application

E. COST APPLICATION FORMAT

The applicant must sign and submit the cost application Standard Form (SF) number SF-424 and SF-424A. Applicants can access Standard Forms electronically at www.grants.gov.

The applicant must submit the Cost or Business application under a separate cover from the Technical application. The Cost application is to be submitted in Microsoft Excel 2000 or Excel 2003. The applicant is requested to submit a budget broken down by program years with an accompanying detailed budget narrative (in Word 2000 or Word 2003 text accessible) which provides in detail the total costs for implementation of the program as further detailed below.

a. Cover Page

The Cover Page must include: a) Program title; b) NOFO reference number; c) Name of organization (s) applying for the agreement; d) Any partnerships; and e) Contact person, telephone number, fax number, address, and types name(s) and title(s) of person(s) who prepared the application, and corresponding signatures.

b. Standard Forms (SF-424 Forms)

The Applicant must sign and submit the Cost Application using the SF-424 series. Standard Forms can be accessed electronically at www.grants.gov

The cost/business Application must contain the budget categories (as shown on the SF-424A).

- Instructions for SF-424
- SF-424
- Instructions for SF-424A
- SF-424A
- Instructions for SF-424B
- SF 424B

c. The Budget: Below is an illustrative budget format and instructions for the preparation of the budget and budget narrative.

		Summary Budget				
Cost Elements	**Year 1**	**Year 2**	**Year 3**	**Year 4**	**Year 5**	**Total**
1. Salaries and Wages						
2. Fringe Benefits						
3.Travel, Transportation, and Per Diem						
4. Equipment						
5. Supplies						
6. Contractual						
7. Other Direct Costs						
8.Total Direct Costs (sum line 1 to Line 7)						
9. Indirect Costs						
10.Estimated Award Amount- Federal Share						
11. Programmatic Budget						
TOTAL ACTIVITY BUDGET						

c.1. Personnel

Direct salaries and wages must be proposed in accordance with the Applicant's personnel policies. Identify each personnel by title and name and specify each position to be supported under the proposed award. For home office support staff, identify who shall be compensated by USAID, the percentage of time and briefly specify related duties.

State the amounts of time, such as months and percent of time that shall be expended by each position, their base pay rate and total direct compensation under this program, (e.g., Position/Person Time XX Rate = $XXXX).

c.2. Fringe Benefits

If the Applicant has a fringe benefit rate that has been approved by an agency of the U.S. Government, such rate must be used and evidence of its approval must be provided. If a fringe benefit rate has not been so approved, the Application must propose a rate and explain how the rate was determined. If the latter is used, the narrative must include a detailed breakdown comprised of all items of fringe benefits (e.g. unemployment insurance, workers compensation, health and life insurance, retirement, Federal Insurance Contributions Act tax (FICA), etc.) and the costs of each, expressed in dollars and as a percentage of salaries.

c.3. Travel and Per Diem

The Application must indicate the number of trips, domestic and international, the number of days per trip, and the estimated costs. Specify the purpose of travel, the origin and destination for each proposed trip, duration of travel, and number of individuals traveling and the position held by the travelers. Also, an estimated travel and transportation costs, including airfare and per diem must be provided.

Estimated lodging and subsistence costs must be in accordance with the Applicant's established policies and practices which are consistently applied (the USG's per diem rates shall be available on the internet at http://aoprals.state.gov/web920/per_diem.asp (however, the USG’s per diem rates shall be used as the test of reasonableness and, if the Applicant does not have established policies and practices, the USG per diem rates shall be used), and must specify, for each traveler and for each trip, the location(s) (departure point and destination), the number of days in each location, the daily rate for each location, and the total lodging and subsistence costs. The lodging and subsistence costs must be consistent with the travel itinerary and the level of effort.

c.4. Equipment

The Applicant must itemize the equipment i.e. vehicle, capital equipment and briefly justify the need for the items to be purchased as they apply to the Activity. Indicate the estimated unit cost and number of units for each item to be purchased. Provide the basis for the cost estimates, e.g., pro forma invoice, published price lists, etc.

c.5. Supplies

The Applicant must itemize the materials and supplies and briefly justify the need for the items to be purchased as they apply to the Activity. Per item, indicate the estimated unit cost and number of units for each item to be purchased. The Applicant must provide the basis for the cost estimates, e.g., pro forma invoice, published price lists, etc. There are statutory constraints relating to the purchase of agricultural commodities, motor vehicles, pharmaceuticals, pesticides, rubber compounding chemicals and plasticizers, used equipment and fertilizer with USAID Activity funds. The Applicant is required to include in their budget cost to support the branding strategy and marling plan for this activity as outlined in this section under: i Potential Request for Additional Documentation.

c.6. Contractual: Sub-Awards

The Applicant's budget must include a breakdown of all costs for each subaward, and identify the proposed subawardee, if known.

c.7. Other Direct Costs

The Applicant must identify other costs and briefly justify the need for each cost item proposed relative to the CTI activity. The Applicant must indicate the estimated unit cost and number of units for each item proposed. The Cost Application must provide the basis for cost estimates, e.g., market rate, vendor quotes, pro forma invoice, etc.

c.8. Indirect Costs

The Applicant must submit a Negotiated Indirect Cost Rate Agreement NICRA if the organization has such an agreement with an agency or department of the U.S. Government. The Applicant must support the proposed indirect cost rate with a letter from a cognizant U.S. Government audit agency, a Negotiated Indirect Cost Rate Agreement (NICRA), or with sufficient information for USAID to determine the reasonableness of the rates. (e.g. a breakdown of labor bases and overhead pools, the method of determining the rate, etc.), stating the percentages and amounts used for the calculation of indirect costs and detailed data to support each cost element (object class categories).

The Applicant must also provide the organization’s negotiated indirect cost agreement if it has one. If the Applicant does not have a NICRA, the below reports must be submitted:

Reviewed Financial Statements Report: a report issued by a Certified Public Account (CPA) documenting the review of the financial statements was performed in accordance with Statements on Standards for Accounting and Review Services; that management is responsible for the preparation and fair presentation of the financial statements in accordance with the applicable financial reporting framework and for designing, implementing and maintaining internal control relevant to the preparation. The accountant must also state the he or she is not aware of any material modifications that must be made to the financial statements; or

Audited Financial Statements Report: An auditor issues a report documenting the audit was conducted in accordance with Generally Accepted Auditing Standards (GAAS), the financial statements are the responsibility of management, provides an opinion that the financial statements present fairly in all material respects the financial position of the company and the results of operations are in conformity with the applicable financial reporting framework (or issues a qualified opinion if the financial statements are not in conformity with the applicable financial reporting framework.

The Applicant must not submit compiled financial statements. They will not be accepted as they will not contain an Accountant's assurance that there are no material modifications that should be made to the financial statements.

Foreign Entities (Non-U.S. Organizations): Indirect costs shall not be included for Foreign Entities, including prime and sub-awardees. All costs for Foreign Entities including prime and sub-awardees shall be billed as direct costs. The budget must reflect direct charges with appropriate budget narrative.

NOTE: Recipients must have established financial management, internal control systems, and policies and procedures that comply with established U.S. Government standards, laws, and regulations governing the specific award mechanism. The Recipient will be subject to a financial responsibility determination issued by a warranted Agreement Officer in USAID that may include a pre-award survey, financial review, and an audit.

Pre-award Surveys For organizations that are new to working with USAID or for organizations with outstanding audit findings, USAID may perform a pre-award survey to assess the Recipient's management and financial capabilities. If notified by USAID that a pre-award survey is necessary, Recipients must prepare, in advance, the required information and documents. Please note that a pre-award survey does not commit USAID to make any award.

c.9. Profit

No profit shall be included in the prime award. all reasonable and allowable expenses, both direct and indirect, which are related to the agreement and are in accordance with applicable cost principles under 2 CFR 200 Subpart E may be paid under the anticipated award.

c.10. Cost Sharing

The recipient must provide cost share representing at least 15% of USAID funding. The applicant must estimate the amount of cost-sharing resources to be mobilized over the life of the agreement and specify the sources of such resources, and the basis of calculation in the budget narrative. Applicants must also provide a breakdown of the cost share (financial and in-kind contributions) of all organizations involved in implementing the resulting Cooperative Agreement.

c.11. Programmatic Budget

The breakdown of costs by expected results: 1) Capacity of local government to respond to citizen demand increased; 2) Mobilization and management of local public resources improved; 3) Community participation in service delivery management (Health, Education, WASH, Agriculture) increased; or by components/objectives described in the technical application;

NOTE: Recipients must have established financial management, internal control systems, and policies and procedures that comply with established U.S. Government standards, laws, and regulations governing the specific award mechanism.

The Recipient will be subject to a financial responsibility determination issued by a warranted Agreement Officer in USAID that may include a pre-award survey, financial review, and an audit.

d. Budget Narrative

The application must have an accompanying detailed budget narrative and justification that provides in detail the total program amount for implementation of the program the Applicant is proposing. The budget narrative must provide information regarding the basis of estimate for each line item, including reference to sources used to substantiate the cost estimate (e.g. organization's policy, payroll document, vendor quotes, etc.). Applicant must describe their procurement plan for commodities (note that contraceptives and other pharmaceuticals will not be provided under this cooperative agreement). The Applicant must include any close out cost required such as projected organizational budget any cost associated with terminating programmatic activities at the conclusion of the cooperative agreement. Applicant must disclose any potential contributions of non-USAID or private commercial donors to this cooperative agreement. No construction is authorized under this cooperative agreement.

A breakdown of all costs associated with the program according to the costs of, if applicable, headquarters, regional and/or country offices. If the Applicant intends to utilize contractors or sub-recipients, it must indicate the extent intended and a complete cost breakdown. Extensive contracts/agreement financial plans must follow the same cost format as submitted by the primary Applicant. A breakdown of all costs with text that explains the rationale for the choices and costs for each partner organization, contract or sub/awardee involved in the program must be provided. As noted throughout the cost elements above, the Budget Narrative must contain sufficient detail so that USAID can read the document while reviewing the Detailed Budget and understand the proposed costs to support the activity. The Budget Narrative must be thorough, including sources for costs to more quickly enable USAID to determine the cost as fair and reasonable.

The AO requires certain applicant information and documents to conduct a risk assessment of the applicant. However, it is USAID policy not to burden applicants with undue reporting requirements if that information is readily available through other sources. There is no page limit on the Cost/Business Application. However, unnecessarily elaborate brochures or other presentations beyond those sufficient to present a complete and effective application in response to this NOFO are not desired. Elaborate artwork, expensive paper and bindings, and expensive visual and other presentation aids are neither necessary nor wanted.

If the applicant has established a consortium or another legal relationship among its partners, the Cost/Business application must include a copy of the legal relationship between the parties. The agreement should include a full discussion of the relationship between the applicant and sub-applicant(s) including identification of the applicant with whom USAID will work with for purposes of Agreement administration, identity of the applicant which will have accounting responsibility, how Agreement effort will be allocated and the express agreement of the principals thereto to be held jointly and severely liable for the acts or omissions of the other.

The following sections describe the documentation that applicants must submit to USAID prior to award. While there is no page limit for this portion, applicants are encouraged to be as concise as possible, but still provide the necessary details to address the following:

1. The budget must have an accompanying detailed budget narrative and justification that provides in detail the total program amount for implementation of the program your organization is proposing. The budget narrative should provide information regarding the basis of estimate for each line item, including reference to sources used to substantiate the cost estimate (e.g. organization's policy, payroll document, vendor quotes, etc.).

2. A budget for each program year with an accompanying detailed budget narrative providing detailed, complete costs for implementation of the program. The Applicant must submit the budget using Standard Form 424, which can be downloaded from the following web site at: http://apply07.grants.gov/apply/FormLinks?family=15

3. A breakdown of all costs associated with the program according to the costs of, if applicable, headquarters, regional and/or country offices.

4. Applicants who intend to utilize contractors or sub-awardees should indicate the extent intended and a complete cost breakdown. Extensive contracts/agreement financial plans should follow the same cost format as submitted by the primary Applicant. A breakdown of all costs according to each partner organization, contract or sub-awardee involved in the program should be provided.

5. A breakdown of proposed construction/renovation costs.

Pursuant to 2 CFR 200 Contract means a legal instrument by which the Applicant purchases property or services needed to carry out the activity or program under a resulting award. The term does not include a legal instrument when the substance of the transaction meets the definition of a Federal award or sub-award (see § 200.92 Sub-award), even if the Applicant considers it a contract. The Applicant must describe the work to be performed, the risk borne by the contractor, the contractor's investment, the amount of subcontracting proposed by the contractor, and the quality of its record of past performance for similar work. For-profit contract organizations that work under the award and do not meet the above definition of a sub-awardee are eligible for profit/fee.

The cost/business application should contain the budget categories as shown on the SF-424A

The Applicant must submit a Negotiated Indirect Cost Rate Agreement (NICRA) if the organization has such an agreement with an agency or department of the U.S. Government. If the Applicant does not have a NICRA, it must submit the following:

Reviewed Financial Statements Report: a report issued by a Certified Public Account (CPA) documenting the review of the financial statements was performed in accordance with Statements on Standards for Accounting and

Review Services; that management is responsible for the preparation and fair presentation of the financial statements in accordance with the applicable financial reporting framework and for designing, implementing and maintaining internal control relevant to the preparation. The account must also state the he or she is not aware of any material modifications that should be made to the financial statements; or

Audited Financial Statements Report: An auditor issues a report documenting the audit was conducted in accordance with Generally Accepted Auditing Standards (GAAS), the financial statements are the responsibility of management, provides an opinion that the financial statements present fairly in all material respects the financial position of the company and the results of operations are in conformity with the applicable financial reporting framework (or issues a qualified opinion if the financial statements are not in conformity with the applicable financial reporting framework.

Cost Sharing is not required under this NOFO. However, USAID/Senegal encourages it and will review any proposed cost share as part of overall cost-effectiveness. If the Applicant proposes cost share, it must estimate the amount of cost-sharing resources to be mobilized over the life of the agreement, 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 Cooperative Agreement.

The business section of the cost/business application should include:

1. Required assurances, certifications, and representations

2. Evidence of responsibility the AO can use to determine the applicant:

    a. Has adequate financial resources or the ability to obtain such resources as require during the performance of the award;
    b. Has the ability to comply with the award conditions, taking into account all existing and currently prospective commitments of the Applicant;
    c. 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;
    d. Has a satisfactory record of integrity and business ethics; and
    e. Is otherwise qualified and eligible to receive a Cooperative Agreement under applicable laws and regulations (e.g., EEO).

3. Certificate of Compliance (if your organization's systems have been certified by USAID/Washington's Office of Acquisition and Assistance (M/OAA)).

4. Statutory and Regulation Certifications

Required Certifications: The Applicant must complete the certifications below in **Section IV.G.** and sign and date in the signature space provided. The signed and dated printout must then be submitted with the application as an annex to the cost application. Original signed hardcopy of the certifications will be requested from the successful applicant prior to the agreement award.

Potential Request for Additional Documentation

Upon consideration of award or during the negotiations leading to an award, Applicants may be required to submit additional documentation deemed necessary for the AO to make an affirmative determination of responsibility. Applicants should not submit the information below with their applications! The information in this section is provided so that Applicants may become familiar with additional documentation that may be requested by the AO:
The information submitted should substantiate:

1. Bylaws, constitution, and articles of incorporation, if applicable.
2. Whether the organizational travel, procurement, financial management, accounting manual and personnel policies and procedures, especially regarding salary, promotion, leave, differentials, etc., submitted under this section have been reviewed and approved by any agency of the Federal Government, and if so, provide the name, address, and phone number of the cognizant reviewing official. The Applicant should provide copies of the same.

F. UNIQUE ENTITY IDENTIFIER AND SYSTEM FOR AWARD MANAGEMENT (SAM)

Dun and Bradstreet and SAM.gov Requirements

USAID may not award to an applicant until the applicant has complied with all applicable unique entity identifier and SAM requirements. Each applicant is required to:

(i) Be registered in SAM before submitting its application. SAM is streamlining processes, eliminating the need to enter the same data multiple times, and consolidating hosting to make the process of doing business with the government more efficient.;

(ii) Provide a valid unique entity identifier in its application; and

(iii) 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.

It is the Applicant’s responsibility to ensure that all necessary documentation is complete and received on time.

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G. CERTIFICATIONS, ASSURANCES, OTHER STATEMENTS OF THE RECIPIENT AND SOLICITATION STANDARD PROVISIONS

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

Part I – Certifications and Assurances

1. Assurance of Compliance with Laws and Regulations Governing Non-Discrimination in Federally Assisted Programs

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

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

(1) Title VI of the Civil Rights Act of 1964 (Pub. L. 88-352, 42 U.S.C. 2000-d), which prohibits discrimination on the basis of race, color or national origin, in programs and activities receiving Federal financial assistance;
(2) Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794), which prohibits discrimination on the basis of handicap in programs and activities receiving Federal financial assistance;
(3) The Age Discrimination Act of 1975, as amended (Pub. L. 95-478), which prohibits discrimination based on age in the delivery of services and benefits supported with Federal funds;
(4) Title IX of the Education Amendments of 1972 (20 U.S.C. 1681, et seq.), which prohibits discrimination on the basis of sex in education programs and activities receiving Federal financial assistance (whether or not the programs or activities are offered or sponsored by an educational institution); and
(5) USAID regulations implementing the above nondiscrimination laws set forth in Chapter II of Title 22 of the Code of Federal Regulations.

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

2. Certification Regarding Lobbying

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

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal Cooperative Agreement, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment or modification of any Federal contract, grant, loan, or cooperative agreement.
(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned must complete and submit Standard Form Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions.
(3) The undersigned must require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients must certify and disclose accordingly.

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

Statement for Loan Guarantees and Loan Insurance

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

3. Prohibition on Assistance to Drug Traffickers for Covered Countries and Individuals (ADS 206)

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

If there are COVERED PARTICIPANTS: USAID reserves the right to terminate assistance to or take other appropriate measures with respect to, any participant approved by USAID who is found to have been convicted of a narcotics offense or to have been engaged in drug trafficking as defined in 22 CFR Part 140.

4. Certification Regarding Terrorist Financing, Implementing Executive Order 13224

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

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

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

    a. Before providing any material support or resources to an individual or entity, the Recipient will verify that the individual or entity does not (i) appear on the master list of **Specially Designated Nationals and Blocked Persons**, which is maintained by the U.S. Treasury's Office of Foreign Assets Control (OFAC), or (ii) is not included in any supplementary information concerning prohibited individuals or entities that may be provided by USAID to the Recipient.

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

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

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

3. For purposes of this Certification –

a. "*Material support and resources*" means currency or monetary instruments or financial securities, financial services, lodging, training, expert advice or assistance, safe houses, false documentation or identification, communications equipment, facilities, weapons, lethal substances, explosives, personnel, transportation, and other physical assets, except medicine or religious materials."
(i) "Training means instruction or teaching designed to impart a specific skill, as opposed to general knowledge.
(ii) "Expert advice or assistance" means advice or assistance derived from scientific, technical, or other specialized knowledge.

b. "*Terrorist act*" means -
(i) an act prohibited pursuant to one of the 12 United Nations Conventions and Protocols related to terrorism (see UN terrorism conventions Internet site: **http://untreaty.un.org/English/Terrorism.asp**); or
(ii) an act of premeditated, politically motivated violence perpetrated against noncombatant targets by subnational groups or clandestine agents; or
(iii) any other act intended to cause death or serious bodily injury to a civilian, or to any other person not taking an active part in hostilities in a situation of armed conflict, when the purpose of such act, by its nature or context, is to intimidate a population, or to compel a government or an international organization to do or to abstain from doing any act.

c. "*Entity*" means a partnership, association, corporation, or other organization, group or subgroup.

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

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

This Certification is an express term and condition of any agreement issued as a result of this application, and any violation of it will be grounds for unilateral termination of the agreement by USAID prior to the end of its term.

5. Certification Regarding Trafficking in Persons, Implementing Title XVII of the National Defense Authorization Act for Fiscal Year 2013

Note: This certification must be completed prior to receiving an award if the estimated value of services required to be performed under the award outside the United States exceeds $500,000. This certification must also be submitted annually to the Agreement Officer during the term of the award.

By signing below, the applicant or recipient, as applicable, through its duly designated representative, after having conducted due diligence, hereby certifies the following:

1. The applicant/recipient has implemented a compliance plan to prevent the prohibited activities identified in section (a) of the Mandatory Provision "Trafficking in Persons" and is in compliance with that plan;

2. The application/recipient has implemented procedures to prevent any activities described in section (a) of the Mandatory Provision "Trafficking in Persons" and to monitor, detect, and terminate any contractor, subawardee, employee, or other agent of the applicant/recipient engaging in any activities described in such section; and

3. To the best of the representative's knowledge, neither the applicant/recipient, nor any employee, contractor, or subawardee of the applicant/recipient, nor any agent of the applicant/recipient or of such a contractor or subawardee, is engaged in any of the activities described in section (a) the Mandatory Provision "Trafficking in Persons."

6. Certification of Recipient

By signing below the recipient provides certifications and assurances for (1) the Assurance of Compliance with Laws and Regulations Governing Non-Discrimination in Federally Assisted Programs, (2) the Certification Regarding Lobbying, (3) the Prohibition on Assistance to Drug

Traffickers for Covered Countries and Individuals (ADS 206), (4) the Certification Regarding Terrorist Financing Implementing Executive Order 13224, and (5) the Certification Regarding Trafficking in Persons above.

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

Request for Application Number: ____

Date of Application: ____

Name of Recipient: ____

Typed Name and Title: ____

Signature: ____

Date: ____

Part II – Key Individual Certification Narcotics Offenses and Drug Trafficking

I hereby certify that within the last ten years:

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

Signature: ____________________________

Date: ________________________________

Name: _______________________________

Title/Position: _________________________

Organization: __________________________

Address: ______________________________

____

Date of Birth: __________________________

NOTICE:

1. *You are required to sign this Certification under the provisions of 22 CFR Part 140, Prohibition on Assistance to Drug Traffickers. These regulations were issued by the Department of State and require that certain key individuals of organizations must sign this Certification.*
2. *If you make a false Certification you are subject to U.S. criminal prosecution under 18 U.S.C. 1001.*

Part III – Participant Certification Narcotics Offenses and Drug Trafficking

1. I hereby certify that within the last ten years:
    a. I have not been convicted of a violation of, or a conspiracy to violate, any law or regulation of the United States or any other country concerning narcotic or psychotropic drugs or other controlled substances.
    b. I am not and have not been an illicit trafficker in any such drug or controlled substance.
    c. I am not or have not been a knowing assistor, abettor, conspirator, or colluder with others in the illicit trafficking in any such drug or substance.
2. I understand that USAID may terminate my training if it is determined that I engaged in the above conduct during the last ten years or during my USAID training.

Signature: ________________________________

Name: ___________________________________

Date: ____________________________________

Address: ________________________________

____

Date of Birth: ____________________________

NOTICE:

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

If you make a false Certification you are subject to U.S. criminal prosecution under 18 U.S.C. 1001. 10

Part IV – Representation by Organization Regarding a Delinquent Tax Liability or a Felony Criminal Conviction

(a) As required by sections 744 and 745 of Division E of the Consolidated and Further Continuing Appropriations Act, 2015 (Pub. L. 113-235), and similar provisions, if contained in subsequent appropriations acts, none of the funds made available by that Act may be used to enter into an assistance award with any organization that –

(1) "Was convicted of a felony criminal violation under any Federal law within the preceding 24 months, where the awarding agency has direct knowledge of the conviction, unless the agency has considered, in accordance with its procedures, that this further action is not necessary to protect the interests of the Government"; or

(2) "Has any unpaid Federal tax liability that has been assessed for which all judicial and administrative remedies have been exhausted or have lapsed, and that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability, where the awarding agency has direct knowledge of the unpaid tax liability, unless the Federal agency has considered, in accordance with its procedures, that this further action is not necessary to protect the interests of the Government".

It is USAID's policy that no award may be made to any organization covered by (1) or (2) above, unless the M/OAA Compliance Division has made a determination that suspension or debarment is not necessary to protect the interests of the Government.

(b) **Applicant Representation:**

(1) The Applicant represents that it is [ ] is not [ ] an organization that was convicted of a felony criminal violation under a Federal law within the preceding 24 months.

(2) The Applicant represents that it is [ ] is not [ ] an organization that has any unpaid Federal tax liability that has been assessed for which all judicial and administrative remedies have been exhausted or have lapsed, and that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability.

Part V - Other Statements of Recipient

1. Authorized Individuals

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

Name	Title	Telephone No.	Facsimile No.

2. Taxpayer Identification Number (TIN)

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

3. Data Universal Numbering System (DUNS) Number

(a) Unless otherwise specified in the solicitation using an applicable exemption, in the space provided at the end of this provision, the recipient should supply the Data Universal Numbering System (DUNS) number applicable to that name and address. Recipients should take care to report the number that identifies the recipient's name and address exactly as stated in the proposal.

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

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

(c) Recipients located outside the United States may e-mail Dun and Bradstreet at globalinfo@dbisma.com to obtain the location and phone number of the local Dun and Bradstreet Information Services office.

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

DUNS: ______________________________________

4. Letter of Credit (LOC) Number

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

5. Procurement Information

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

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

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

TYPE/DESCRIPTION (Generic) ___________________________

QUANTITY ____

ESTIMATED UNIT COST ________________________________

(d) **Source.** If the recipient plans to purchase any goods/commodities which are not in accordance with the Standard Provision "USAID Eligibility Rules for Procurement of Commodities and Services," indicate below (using a continuation page, as necessary) the types and quantities of each, estimated unit costs of each, and probable source. "Source" means the country from which a commodity is shipped to the cooperating country or the cooperating country itself if the commodity is located in the cooperating country at the time of purchase. However, where a commodity is shipped from a free port or bonded warehouse in the form in which received, "source" means the country from which the commodity was shipped to the free port or bonded warehouse. Additionally, "available for purchase" includes "offered for sale at the time of purchase" if the commodity is listed in a vendor's catalog or other statement of inventory, kept as part of the vendor's customary business practices and regularly offered for sale, even if the commodities are not physically on the vendors' shelves or even in the source country at the time of the order. In such cases, the recipient must document that the commodity was listed in the vendor's catalog or other statement of inventory; that the vendor has a regular and customary business practice of selling the commodity through "just in time" or other similar inventory practices; and the recipient did not engage the vendor to list the commodity in its catalog or other statement of inventory just to fulfill the recipient's request for the commodity.

TYPE/DESCRIPTION ____________________________

QUANTITY _____________________________________

ESTIMATED GOODS ____________________________

PROBABLE GOODS ______________________________

PROBABLE (Generic) _____________________________

UNIT COST _____________________________________

SOURCE ____

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

TYPE/DESCRIPTION _____________________

QUANTITY ______________________________

ESTIMATED _____________________________

PROBABLE ______________________________

INTENDED USE (Generic) _________________

UNIT COST ______________________________

SOURCE ________________________________

(f) **Supplier Nationality.** If the recipient plans to purchase any goods or services from suppliers of goods and services whose nationality is not in accordance with the Standard Provision "USAID Eligibility Rules for Procurement of Commodities and Services," indicate below (using a continuation page, as necessary) the types and quantities of each good or service, estimated costs of each, probable nationality of each non-U.S. supplier of each good or service, and the rationale for purchasing from a non-U.S. supplier.

TYPE/DESCRIPTION ____________________________

QUANTITY _____________________________________

ESTIMATED ____________________________________

PROBABLE SUPPLIER ____________________________

NATIONALITY __________________________________

RATIONALE (Generic) ___________________________

UNIT COST (Non-US Only) _______________________

FOR NON-US ___________________________________

6. Past Performance References

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

7. Type of Organization

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

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

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

8. Estimated Costs of Communications Products

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

Part VI – Standard Provisions for Solicitations

1. Branding Strategy - Assistance (June 2012)

a. Applicants recommended for an assistance award must submit and negotiate a "Branding Strategy," describing how the program, activity, 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, activity, 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 at https://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 activity.

(v) USAID prefers to fund activities 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 activity 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 activity to host country citizens, such as media releases, press conferences, public events, and so forth. 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 activity or program.

(5) Information on any direct involvement from 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.

f. 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.

g. 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 PROVISION)

2. 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, activity, or activity sites funded by USAID, including visible infrastructure activities or other sites physical in nature;
      (ii) Technical assistance, studies, reports, papers, publications, audio-visual productions, public service announcements, Web sites/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 PROVISION)

3. Conscience Clause Implementation (Assistance) – Solicitation Provision (February 2012)

APPLICABILITY: This provision must be included in any new Request for Applications (RFA) or Annual Program Statement (APS) that intends to obligate FY04 or later funds made available for HIV/AIDS activities, regardless of the program account. Further guidance is found in AAPD 14-04, Section 2.D.

CONSCIENCE CLAUSE IMPLEMENTATION (ASSISTANCE) – SOLICITATION PROVISION (February 2012)

(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 multi-sectoral 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 PROVISION)

4. Prohibition on Providing Federal Assistance to Entities that Require Certain Internal Confidentiality Agreements – Representation (May 2017)

APPLICABILITY: This pre-award provision must be included in Section IV of all assistance solicitations.

PROHIBITION ON PROVIDING FEDERAL ASSISTANCE TO ENTITIES THAT REQUIRE CERTAIN INTERNAL CONFIDENTIALITY AGREEMENTS – REPRESENTATION (MAY 2017)

a) Definitions. “Contract” has the meaning given in 2 CFR Part 200. “Contractor” means an entity that receives a contract as defined in 2 CFR Part 200. “Internal confidentiality agreement or statement” means a confidentiality agreement or any other written statement that the recipient requires any of its employees or subrecipients to sign regarding nondisclosure of recipient information, except that it does not include confidentiality agreements arising out of civil litigation or confidentiality agreements that recipient employees or subrecipients sign at the behest of a Federal agency. “Subaward” has the meaning given in 2 CFR Part 200. “Subrecipient” has the meaning given in 2 CFR Part 200.

b) In accordance with section 743 of Division E, Title VII, of the Consolidated and Further Continuing Appropriations Act, 2015 (Pub. L. 113-235) and its successor provisions in subsequent appropriations acts (and as extended in continuing resolutions), Government agencies are not permitted to use funds appropriated (or otherwise made available) for federal assistance to a nonfederal entity that requires its employees, subrecipients, or contractors seeking to report waste, fraud, or abuse to sign internal confidentiality agreements or statements that prohibit or otherwise restrict its employees, subrecipients, or contractors from lawfully reporting such waste, fraud, or abuse to a designated investigative or law enforcement representative of a Federal department or agency authorized to receive such information.

c) The prohibition in paragraph (b) of this provision does not contravene requirements applicable to Standard Form 312, (Classified Information Nondisclosure Agreement), Form 4414 (Sensitive Compartmented Information Nondisclosure Agreement), or any other form issued by a Federal department or agency governing the nondisclosure of classified information.

d) Representation. By submission of its application, the prospective recipient represents that it will not require its employees, subrecipients, or contractors to sign or comply with internal confidentiality agreements or statements prohibiting or otherwise restricting its employees, subrecipients, or contractors from lawfully reporting waste, fraud, or abuse related to the performance of a Federal award to a designated investigative or law enforcement representative of a Federal department or agency authorized to receive such information (for example, the Agency Office of the Inspector General).

(END OF PROVISION)

H. FUNDING RESTRICTIONS

USAID policy is not to award profit under assistance instruments. However, all reasonable, allocable and allowable expenses, both direct and indirect, which are related to the agreement program and are in accordance with applicable cost principle under 2 CFR 200 Subpart E of the Uniform Administrative Requirements may be paid under the anticipated award.

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SECTION V: APPLICATION REVIEW INFORMATION

A. REVIEW AND SELECTION PROCESS

USAID/Senegal will review all applications received for completeness and compliance with instructions for submission. The AO will then forward those technical applications that are complete and comply with instructions, to a Selection Committee (SC) who will conduct a review of each application's merit by assigning an adjectival rating to each criteria and sub-criteria.

USAID may engage in discussions or negotiations with the Apparently Successful Applicant regarding any matter to be covered in the final technical and cost application. USAID may also award without discussions with the selected Applicant.

Applicants should note that the technical review criteria serve to: (a) identify the significant matters which applicants should address in their applications and (b) set the standard against which all applications will be evaluated

The adjectival ratings to be used are as follows:

ADJECTIVE	DEFINITION
Excellent	Excellent understanding of USAID/Senegal funding priorities in the NOFO. Exceeds the fully expectations of USAID/Senegal. Applicant demonstrates superior understanding and analysis of the challenges and goals in the NOFO and Applicant's program (or element under review) convincingly demonstrates a high degree of effectiveness in response. Very high probability of program success with low degree of risk. No areas of concern, significant weaknesses ore weaknesses.
Good	Solid understanding of USAID/Senegal funding priorities in the NOFO. High-quality in most respects. Applicant demonstrates a solid understanding and analysis of the challenges and goals in the NOFO and Applicant's program (or element under review) convincingly demonstrates effectiveness in response. Good probability of success with low to moderate degree of risk. No major areas of concern or significant weakness; may have limited minor weaknesses.
Satisfactory	Adequate understanding of USAID/Senegal funding priorities in the NOFO. Applicant demonstrates a modest understanding and adequate analysis of the challenges and goals in the NOFO and Applicant's program (or element under review) appears mostly effective in response. Fair probability of success with low

	to moderate degree of risk. No major areas of concern or significant weaknesses; may have some concerns or minor weaknesses.
Marginal	Shallow understanding of USAID/Senegal funding priorities in the NOFO. Applicant demonstrates limited understanding and poor analysis of the challenges and goals in the NOFO and Applicant's program (or element under review) appears to be limited in its effectiveness in response with clear gaps. Moderate to high degree of risk.
Unsatisfactory	Fails to demonstrate understanding of USAID/Senegal funding priorities in the NOFO. Applicant demonstrates minimal or no understanding and inadequate analysis of the challenges and goals in the NOFO and Applicant's program (or element under review) appears to be ineffective in response with clear and significant gaps. High degree of risk.

The SC will review applications based upon the merit review criteria set forth B.1 below which are tailored to this NOFO.

B. SELECTION CRITERIA

Applications will be reviewed and evaluated in accordance with the following criteria:

- Program Approach
- Management and Staffing Approach
- Institutional Capacity

1. <u>Technical Merit Review</u>

USAID/Senegal will review for merit all applications that comply with the instructions in this NOFO. Applications will be reviewed and evaluated in accordance with the criteria shown below. The criteria are in descending order of importance. Sub-criteria are of equal importance for the given criteria:

a) <u>Program Approach</u>

USAID will review the program approach in the technical application on the extent to which it:

- Clearly demonstrates continued responsiveness to community needs
- Demonstrates rational, evidence-based, plans for ensuring CBE as viable alternative to formal education
- Supports improvements in access to both CBE and formal education

- Has ambitious but realistic targets for all indicators—in the AMELP-- that support meaningful impacts in access by the target populations
- Describes activities and approaches that are logically sequenced and connected to achieve the outcomes
- Operationalizes the approach clearly and effectively in the draft Year 1 workplan outline
- Has clear, concrete means of collaboration with USAID and other donor-funded education activities
- Meaningfully integrates the Special Considerations in Section 1.E (E1 through E5), including gender and disability considerations.
- Provides—through the draft AMELP -- a robust plan for monitoring, evaluation, learning and adapting that is conflict sensitive and meets the standards in the NOFO

b) Management and Staffing Approach

USAID will review the management and staffing approach on the extent to which it:

- Uses personnel who are qualified and experienced vis-a-vis the program approach.
- Demonstrates that the staffing approach has all requisite skills to implement the program.
- Shows a management structure consistent with the program approach and geographic scope.
- Establishes clear and logical lines of authority and communications, including with subawardee personnel, internal and external to the program.
- Promotes effective use of local solutions.

c) Institutional Capacity

USAID will review institutional capacity on the extent to which it:

- Demonstrates capacity, organizational systems, and competence to design and implement the program approach and comply with award terms.
- Demonstrates capacity to collaborate and manage relationships with key local actors, including decentralized and deconcentrated GOS officials, NGOs, community based organizations, communities, and other partners working in the target regions
- Demonstrates through the draft AMELP, the capacity to successfully monitor the program and quickly and effectively adapt to on-the-ground realities and learning from all sources.

2. Past History

Past History is not part of the merit review; however, USAID/Senegal will review the past history of the apparent successful technical applicant as part of the risk assessment process. The apparent successful applicant may be required to submit additional information regarding its program under other awards.

3. Cost Application Review Information

Cost is not part of the merit review; however, USAID/Senegal will review the cost application of the apparently successful technical applicant for cost effectiveness and realism, including the level of proposed cost share, if any. Other considerations are the completeness of the application, adequacy of budget detail and consistency with elements of the technical application. In addition, USAID/Senegal will perform a risk assessment, reviewing the extent to which the applicant organization shows that it has adequate financial management capability.

The cost application may be adjusted, for purposes of evaluation, based on the results of the detailed budget review and its assessment of credibility, completeness and for:

1. Allowable Costs (2 CFR 200.403)
2. Reasonable Costs (2 CFR 200.404)
3. Allocable Costs (2 CFR 200.405)

C. ANTICIPATED ANNOUNCEMENT AND FEDERAL AWARD DATES

Award will be made to the responsible Applicant whose application is most advantageous to the Government, with cost and other factors considered. The final award decision is made, while considering the recommendations of the SC, by the AO. The Agreement Officer’s decision about the funding of an award is final and not subject to review. Any information that may impact the Agreement Officer’s decision shall be directed to the Agreement Officer.

Authority to obligate the U.S. Government: the Agreement Officer is the only individual who may legally commit the U.S. Government to the expenditure of public funds.

SECTION VI: FEDERAL AWARD ADMINISTRATION INFORMATION

A. 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/Senegal anticipates that these procedures will be successfully completed, potential applicants are hereby notified of these requirements and conditions for the award. The AO 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 AO.

Following selection for award and successful negotiations with the apparently successful applicant, an electronic copy of the notice of the award signed by the Agreement Officer will be sent to the successful applicant, which serves as the authorizing document. The Agreement Officer will only do so after making a positive responsibility determination that the applicant possesses, or has the ability to obtain, the necessary management competence in planning and carrying out assistance programs and that it will practice mutually agreed upon methods of accountability for funds and other assets provided by USAID.

The award will be issued to the contact as specified in the application as the Authorized Individual in accordance with the requirements in the Representations and Certifications. USAID reserves the right to perform a pre-award survey which may include, but is not limited to:

(1) Interviews with individuals to establish their ability to perform agreement duties under the project conditions;
(2) A review of the prime recipient's financial condition, business and personnel procedures, etc.; and
(3) Site visits to the prime recipient's institution

Administrative & National Policy Requirements

The resulting award will be administered using the policies and federal regulations that are available at the following websites:
ADS 303 https://www.usaid.gov/ads/policy/300/303

For U.S. Non-Governmental Organizations:
2 CFR 200 http://www.ecfr.gov/cgi-bin/text-idx?tpl=/ecfrbrowse/Title02/2cfr200_main_02.tpl

Page 2 CFR 700
http://www.ecfr.gov/cgi-bin/textidx?SID=531ffcc47b660d86ca8bbc5a64eed128&mc=true&node=pt2.1.700&rgn=div5

Standard provisions for U.S non-governmental organizations:
https://www.usaid.gov/sites/default/files/documents/1868/303maa.pdf

For foreign organizations (non-U.S. non-governmental organizations, the following standard provisions apply:
https://www.usaid.gov/sites/default/files/documents/1868/303mab.pdf

B. REPORTING REQUIREMENTS

(1) **Performance Reporting** -The Recipient must submit the following implementation and reporting documents in English. The Recipient and AOR will agree upon the appropriate format and length for each. In addition, a French-language version of some of these documents is required (see below) to facilitate information sharing with partners and stakeholders. They will be written with that audience in mind. The length and format of the French-language versions will be decided with the AOR.

- Annual Work Plan: The Recipient must submit an electronic copy of a first-year work plan within 45 days of award. Subsequent work plans must be submitted by September 1 for each year cycle, which begins on October 1. A brief, French-language version of the work plan must also be submitted at the same time.

- Activity Monitoring, Evaluation, & Learning Plan (AMELP): The Recipient must submit a life-of-activity AMELP within 45 days of award. Annual updates of the AMELP will be submitted at a date agreed upon with the AOR.

- Quarterly Reporting: The Recipient must submit quarterly reports within 30 days following the end of the quarter, i.e. January 30, April 30, July 30, and October 30. Quarterly reports must include a narrative report and a summary table of results. In accordance with 2 CFR 200.328, the report must contain a comparison of actual accomplishments to the objectives established for the performance period; reasons why established goals were not met; and additional pertinent information. A brief, French language version of the quarterly report must also be submitted at the same time.

- Annual Reporting: The Recipient must submit annual reports by October 30. In accordance with 2 CFR 200.328, the report must contain a comparison of actual accomplishments to the objectives established for the performance period; reasons why established goals were not met; and additional pertinent information. For all results that either exceed or fall short of the annual target by 10% or more, a brief (1 to 3 sentences) narrative explanation must be included that explains the deviation. A French language version of the annual report must also be submitted at the same time. The annual report and the fourth quarterly report may be combined into one report

- Final Report: The Recipient must submit a final report no later than 90 days following the end of implementation of interventions or 45 days before the award end date, whichever comes first. The Final Report must include a narrative report and a summary table of results. In accordance with 2 CFR 200.328, the report must contain a comparison of actual accomplishments to the objectives established for the performance period; reasons why established goals were not met; and additional pertinent information. The results table must include annual targets, annual results, and cumulative results. A French-language version must be submitted at the same time.

(2) **Financial Reporting –** The recipient must submit the Federal Financial Form (SF-425) on a quarterly basis via electronic format to the U.S. Department of Health and Human Services (http://www.dpm.psc.). The recipient must submit a copy of the FFR at the same time to the Agreement Officer and the Agreement Officer's Representative (AOR).

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

- Quarterly Financial Reports: Financial reporting requirements will be in accordance with USAID's policies and regulations. Two weeks before the end of each quarter (e.g. mid December, mid-March, mid-June and mid-September) the Recipient shall submit accruals information to the AOR. Financial reports must contain sufficient information on a sub-line item basis to review vouchers for approval.

(3) **Success Stories –** The recipient will draft and deliver Success Stories (confirming to guidelines in USAID's Graphic Standards Manual as opportunities arise but at least annually.

Summary of Required Reports

Report	Period Covered	Due Date
Annual Work Plan	Upcoming fiscal year	September 1 (30 days before new fiscal year) – For year one the annual work plan will be submitted within 45
Activity Monitoring, Evaluation, &Learning Plan (AMELP)	Life of Activity	Within 45 days of award
Quarterly reports	Life of activity	Within 30 days following the end of the quarter
Annual Report	October 1 to September 30 (may be combined with fourth quarterly report)	October 30
Final Report	Life of Project	90 days post activity

SECTION VII: FEDERAL AWARDING AGENCY CONTACT(S)

For purposes of this NOFO, see Agency point of contact in Section IV.A. Upon award, USAID/Senegal will designate an Agreement Officer's Representative (AOR) who will be the recipient's technical point of contact for the award.

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SECTION VIII: OTHER INFORMATION

Below are the attachments furnished to the Applicants:

1. Past performance information form
2. Example of financial situation table
3. Indicator table

ANNEXES: See Attachments in Grants.gov

4. USAID/Senegal National out of school children and youth study
5. Regional Annexes to the National out of school children and youth study (Kedougou, Ziguinchor, Sedhiou, Kolda)
6. Final report of USAID/Education de Base project
7. Final report of USAID/Education Priorité Qualité Report
8. Mid-term Evaluation of the USAID/EDB project
9. Performance evaluation report of the USAID/EPQ project

ATTACHMENT 1

PAST PERFORMANCE INFORMATION (PPI)

This appendix is included in order to evaluate PPI as part of the Pre-Award Risk Assessment and is to be completed by the Applicant.

1.	Award Number:
2.	Contractor/Recipient (Name and Address):
3.	Type of Award:
4.	Complexity of Work: Difficult__Routine _____
5.	Description, location, and relevancy of work:
6.	Dollar Value of Work :_______________Status: Active__Completed __
7. 8.	Date of Award: _________ Award Completion Date (including Type and Extent of Subawards:
9.	Name, Address, Telephone Number, and E-mail Address of the Awarding Contracting/Agreement Officer and/or the Contracting/Agreement Officer 's Representative (and other references as applicable):

[END OF ATTCHMENT 1]

ATTACHMENT 2

EXAMPLE OF FINANCIAL SITUATION TABLE

Budget items (a)	Budget (current FY) (b)	Reporting term, for instance quarter x of the current FY				Cumulative total for the current FY (g)	Cumulative total for past and current FY (h)	Remaining funds for the current FY (i)=(b)-(g)	% of the FY budget expended (j)=(g)/(b) * 100
		Month 1 (c)	Month 2 (d)	Month 3 (e)	Total Quarter (f) = (c)+(d)+(e)				

[END OF ATTCHMENT 2]

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ATTACHMENT 3

INDICATOR TABLE

Indicator statement	Achievement for the period under review	Achievement for the previous period	Year under review		Comments
			Target	Actual data	

Mention N/A when data is collected on a longer term basis.

[END OF ATTACHMENT 3]

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