U.S. DEPARTMENT OF AGRICULTURE
Foreign Agricultural Service

Modifications

This Notice of Funding Opportunity (NOFO), originally issued on May 11, 2021, has been modified as follows:

Mod. No.	Date	Description of Modification
0002	June 17, 2021	Part D Section 1 Key Dates and Times: Application Submission Deadline has been updated from June 18, 2021 12:00:00 PM EDT to June 21, 2021 12:00:00 PM EDT.

United States Department of Agriculture (USDA) – Foreign Agricultural Service (FAS)
Global Programs

Food for Progress (FFPr) Program

Limited Merit Based Notice of Funding Opportunity (NOFO)

NOTE: If you are going to apply for this funding opportunity and have not obtained a Data Universal Numbering System (DUNS) number and/or are not currently registered in the System for Award Management (SAM), please take immediate action to obtain a DUNS Number, if applicable, and then to register immediately in SAM at www.sam.gov. It may take 4 weeks or more after you submit your SAM registration before your registration is active in SAM. Detailed information regarding DUNS and SAM is also provided in Section D of this NOFO, subsection, Content and Form of Application Submission.

A. Program Description

Issued By

Foreign Agricultural Service, Global Programs, International Food Assistance Division

Catalog of Federal Domestic Assistance (CFDA) Numbers

10.606

CFDA Title

Food for Progress

Notice of Funding Opportunity (NOFO) Title

FY 2021 FFPr Limited Merit Based NOFO

NOFO Number

USDA-FAS-0700-10.606-D

Authorizing Authority for Program

Food for Progress (FFPr) is authorized by section 1110 of the Food for Progress Act of 1985, 7 U.S.C. 1736o.

Appropriation Authority for Program

The FFPr program will be funded in FY 2021 through the Commodity Credit Corporation, pursuant to section 1110 of the Food for Progress Act of 1985, 7 U.S.C. 1736o, and not through appropriated funds.

Announcement Type

One-time Limited Supplement–**SUBJECT TO THE AVAILABILITY OF FUNDING**

Program Overview, Objectives, and Priorities

Program Overview

The Food for Progress Program (FFPr) assists developing and emerging countries strengthen their agricultural sectors. U.S. agricultural commodities are provided to eligible entities as part of the agreement awards, which are then monetized in local and/or regional markets. These proceeds are used to implement agricultural, economic development projects.

Program Objectives

The FFPr program has two principal objectives:

- To improve agricultural productivity; and
- To expand trade of agricultural products.

Program Priorities

The program funding priorities of this NOFO are to support active FFPr agreements through a limited competitive process with current year commodity funds. Freight funds are not available under this Limited Merit Based NOFO. Applicants would only be able to utilize remaining freight funds in their existing award.

B. Federal Award Information

Award Amounts, Important Dates, and Extensions

Estimated Total Funding:	$40,000,000; **SUBJECT TO THE AVAILABILITY OF FUNDING**
Estimated Funding per Award:	$100,000 – $15,000,000
Estimated Number of Awards:	1 - 4; **SUBJECT TO THE AVAILABILITY OF FUNDING AND NEED OF APPLICANTS**
Projected Period of Performance Start Date(s):	*Applicable to base award*

Projected Period of Performance:	*Not to exceed two years (24 months) from current end date of the existing award*
Pre-Award Costs:	N/A
Cost Share or Match Requirements:	None/Not Required

Funding Instrument

Cooperative Agreement
Additional funding provided under this announcement will be incorporated within the corresponding FFPr cooperative agreement held by the Applicant. FAS maintains substantial involvement as described in the original NOFO.

C. Eligibility Information

Eligible Applicants

Current FFPr award recipients with active cooperative agreements which have completed monetization and have a minimum of $400,000 in remaining freight funding available. Applicants must have a completed mid-term evaluation on file in FAIS (see Appendix I: Document Checklist). Prior recipients of additional funds under the merit based NOFO are not eligible.

Pursuant to 2 CFR Part 415.1(d)(3), this NOFO supports continuing work already started under the base FFPr award.

All Applicants must have an active registration in the SAM database at www.sam.gov – pending or expired registrants are not eligible. This requirement must be met by the closing date of the announcement and will not be waived.

Please contact FFPrAmendments@usda.gov if you have questions about this requirement.

Other Submission Requirements and Information

For an application to be considered complete, the Applicant must have all required content and forms as listed in Part D Section 3, Content and Form of Application Submission, by the closing date of the announcement. **Incomplete applications will not be considered.** As specified in this NOFO, an Applicant must also submit required information to SAM.gov.

All Applicants and subrecipients must comply with the conflict of interest requirements in 2 CFR section 400.2.

Note: The required forms vary depending on whether an Applicant is a domestic entity, a foreign organization, or a foreign public entity. An Applicant must submit all the forms that are required to the category of entity to which it belongs.

Maintenance of Effort (MOE)

MOE is not allowable.

Cost Share or Match

Not required but must be consistent with the corresponding FFPr cooperative agreement held by the Applicant.

D. Application and Submission Information

1. Key Dates and Times

Application Start Date:	May 11, 2021
Application Submission Deadline:	June 21, 2021 12:00:00 PM EDT
Anticipated Award Date:	Not later than September 30, 2021

2. Address to Request Application Package

This NOFO represents the full application information. If the Applicant does not have access to the Internet or experiences trouble accessing Grants.gov, the Applicant may request a hardcopy of the NOFO by emailing FFPrAmendments@usda.gov, calling 202-720-2637, between 9:00 A.M. and 5:00 P.M. EDT or by contacting FAS in writing at the address below.

Food for Progress Branch Director
1400 Independence Ave. SW, Room 6970
Washington, DC 20250

Questions concerning this announcement must be submitted via email to: FFPrAmendments@usda.gov

3. Content and Form of Application Submission

a. **Required Content and Form of Application Submission**

Applicants should apply following the guidelines below:

- A Letter of Interest for the Application to the Limited Merit Based NOFO number on the organization's letterhead, signed by the appropriate official, containing a statement identifying the current agreement number and program to which this proposal/application for additional funding corresponds to and the total amount of additional commodity requested.

- A Concept Note (maximum 10 pages)
- A Rapid Market Analysis (maximum 3 Pages)
- Standard Form 424, signed by the Applicant
- Revised Plan of Operations, Commodity Specifications, and/or Performance Indicators as applicable to the request. Applicants should anticipate and detail how additional funds will impact the evaluation plan, including the final evaluation and any scheduled impact evaluations.
- A Budget Summary Realignment showing how new funding will be accounted for in the agreement (see Attachment C-1 of the existing cooperative agreement and the Forms and Guidance section of FAIS homepage for Budget Realignment Template) (maximum 1 page)
- An updated Budget Narrative describing how the funding will be used in the agreement (see Attachment C-2 of the existing cooperative agreement) (maximum 20 pages)
- An updated Performance Indicator Table (see Attachment D or Attachment E of the existing cooperative agreement) (maximum 10 pages)
- Applicants should refer to Appendix I: Document Checklist to ensure that all additional required information is available for review.
- **Negotiation Indirect Cost Rate Agreement (NICRA)** If indirect costs are included in the budget, include in the budget narrative a description of how the indirect costs were calculated. Include the following information:
  - **Indirect cost percentages used.**
  - **Indirect cost base.**
  - **How the indirect cost base was calculated.**
  - **How the indirect cost was calculated.**
  - **Domestic entities** must attach a copy of the latest indirect cost rate agreement negotiated with a cognizant Federal agency. If the Applicant is in the process of initially developing or renegotiating a rate, upon notification that an award will be made, it should immediately develop a tentative indirect cost rate proposal based on its most recently completed fiscal year, in accordance with the cognizant agency's guidelines for establishing indirect cost rates, and submit it to the cognizant agency. Applicants awaiting approval of their indirect cost proposals may also request indirect costs. When an indirect cost rate is requested, those costs included in the indirect cost pool should not also be charged as direct costs to the award. If the Applicant is requesting a rate which is less than what is allowed under the program, the authorized representative of the Applicant organization must submit a signed acknowledgement that the Applicant is accepting a lower rate than allowed.
  - **Foreign public entities and foreign organizations** may request, and upon approval from FAS use the de minimis rate of 10%, or some

other rate in excess of the de minimis rate of 10%, up to 13%, if there is historical evidence that such a rate has been used in the past

Any non-Federal entity that has never received a negotiated indirect cost rate (except for those non-Federal entities described in Appendix VII to Part 200 States and Local Government and Indian Tribe Indirect Cost Proposals, paragraph D.1.b) may elect to charge a de minimis rate of 10% of modified total direct costs (MTDC) which may be used indefinitely. As described in 2 CFR Part 200.403 Factors Affecting Allowability of Costs, costs must be consistently charged as either indirect or direct costs, but may not be double charged or inconsistently charged as both. If chosen, this methodology once elected must be used consistently for all Federal awards until such time as a non-Federal entity chooses to negotiate for a rate, which the non-Federal entity may apply to do at any time. For more information, see 2 CFR Part 200.414.

- **SF–LLL Disclosure of Lobbying** (only if paragraph two of the **Certification Regarding Lobbying** submitted in SAM.gov applies.)

Please be aware that OMB Memorandum 18-24: Strategies to Reduce Grant Recipient Reporting Burden has been approved. Various required forms needed to apply for Federal Financial Assistance no longer need to be completed individually at time of application. They are covered in the Financial Assistance Certifications Report.

Effective January 1, 2020, the Financial Assistance Certifications are a common set of certifications and representations required by Federal statutes or regulations in accordance with the grants guidance under Title 2 of the Code of Federal Regulations (2 CFR Part 200.208 Certifications and Representations). Those non-Federal entities who intend to apply for, or are already recipients of Federal grants or agreements, must read and agree to the corresponding certifications and representations. Registrants who reply "yes" to the question are required to keep these certifications and representations current, accurate, and complete as part of their entity registration.

All the terms do not apply to foreign entities, however, ***all*** *entity types receiving financial assistance from FAS must respond "yes" because the Lobbying Disclosure term does apply to foreign entities along with being registered in SAM.*

FAS will verify that the proper certifications are completed in SAM.gov, and if they have not been, the Applicant will be contacted and directed to do so. An award will not be issued until the certifications are completed within the SAM.gov portal.

b. Content Guidance

i. Concept Note (maximum 10 pages)

The Concept Note contains background information and justification statement on how additional funding will be used ***within the scope*** of the Applicant's existing agreement objectives. The Concept Note should prioritize addressing issues identified in project evaluations and the sustainability of project activities beyond the life of the agreement. The Concept Note should include the following:

Background

The Background should summarize the economic impacts, cost-effectiveness, and sustainability of the active cooperative agreement, and should be supported by past program evaluations (baseline, mid-term, and/or any relevant impact or other evaluations) and performance reports. From these reports, the Applicant should identify any lessons learned about activities and strategies that have been successful or unsuccessful regarding sustainability and effectiveness. The Applicant should cite evidence to identify any potential external agricultural, economic, political, or other opportunities and constraints that have impacted or may impact project activities.

Justification Statement

The Justification Statement should present a succinct description and justification for the components of the active cooperative agreement which would be extended and/or expanded with additional funding. The justification statement should address how extended and/or expanded activities are relevant to increasing outcomes of the current agreement and sector. Project evaluation reports and current analysis should be referenced to support the Justification Statement for the need of additional funds.

Purpose Statement

The purpose statement should describe the focus, approach, scope, and intended outcomes and align with the Justification Statement. Proposed activities should target sustainable and long-lasting impacts in addressing the needs, challenges, opportunities, and constraints that were identified in the Background. The Purpose Statement should show how the proposed extension and/or expansion will increase outcomes of the existing cooperative agreement. USDA encourages continued collaboration with the stakeholders

in the sector and the development of innovative country-specific solutions. The Purpose Statement should provide evidence for the interventions and activities chosen by the Applicant, including a rationale for how the proposed activities will facilitate lasting and sustainable project impacts after the project ends.

ii. Rapid Market Analysis (3 Pages)

The funding for this award is predicated on the sale of U.S. agricultural commodities. The ability to manage the monetization of commodities is an essential element of successfully implementing a FFPr Program award. Participants should provide the names of any third-party contractors (e.g., marine surveyors and cargo expeditors) used for this analysis and include their findings. The Rapid Market Analysis may propose alternatives to the original monetization plan – for example, combined shipments, changes in commodity, and/or country of sale – in order to maximize rate of return. The Rapid Market Analysis should include the following:

Commodity List

Each proposal must include information on the commodities requested. Applicants must provide the following required information:

- Commodity
- Package Size/Type
- Commodity Usage Type: Select monetization to specify how the commodity will be used. Barter and Food for Work are also options but are considered only under extraordinary circumstances.
- Quantity MT: Tonnages should be whole numbers only and in multiples of 10
- Destination Country
- Delivery to U.S. Port (Month & Year)
- Estimated Sales Price per MT
- Estimated Proceeds

Special Needs and Distribution Methods

Each proposal must include detailed information on special needs and distribution of commodities. Please use the following guidance when entering this information:

1) *Transportation and Storage*
   Describe the following: (1) the discharge port facilities in the importing country, including offloading and storage capacity, number of discharge berths, depth of draft, and who will receive the commodities at the discharge

port; (2) the mode of transport and expected routing (especially if moving to another country) used to move the commodities from the discharge port to the Applicant's warehouse and/or to a buyer; (3) storage capacity at port of discharge and destination, and structure and level of security at the port and during inland routing; (4) steps taken to prevent undue spoilage or waste; and (5) efforts made to ensure availability of the transportation and storage resources during the entire period required, including acceptance of risk for non-performance taken by contractors providing services.

2) *Processing or Packaging*
In case special delivery or commodity needs are required, please provide information on any processing or repackaging the Applicant will arrange prior to the sale of the commodities. Also, provide a justification of why processing or repackaging will occur.

3) *Duty Free Entry*
Provide information about local customs, duties, and taxes that may be applicable for the commodities to enter the country or countries if being transported through more than one country. For each country or region, the Applicant should list any special laws or taxes that may apply and explain how these could affect distribution, monetization or both. For distribution or barter programs only, the Applicant must indicate that the commodities will be imported and distributed free from all customs, duties, tolls, and taxes. Please cite any written documentation that supports duty–free entry. If the commodities will not enter duty free, indicate who will be responsible for paying applicable customs, duties, or taxes and how this payment will affect the amount of proceeds realized from the sale. Outline any additional steps taken to ensure seamless entry into each country, including the employment of local expeditors or agents.

Monetization

The Applicant must enter information on the proposed sale of commodity(ies). Please use the following guidance when entering this information:

1) *Impact on Other Sales*
Provide details that give assurance that commercial markets and local production will not be adversely affected by the sale or barter of commodities. Include information on trade of the same and similar commodities from the U.S. and other countries in this market. Discuss current trading partners, including both commercial and traditional regional stakeholders. Discuss the optimal timing of the sale in terms of periods of heightened demand, seasonality, harvest time, etc.

2) *Private Sector Participation in Sales of Commodity*
Provide information that describes how the commodities will be sold (i.e., open tender, tender with negotiation, direct negotiation) and why this method of sale has been selected. Direct negotiation may only be approved by FAS under extenuating circumstances. Indicate who the potential buyers could be, while discussing market transparency (availability of data on recent sales of the same or similar commodities). Discuss how private sector buyers will be encouraged to participate in the sales process, and any constraints that may hinder or aid the sales process (e.g. number of buyers, number of banks, letter of credit fees, storage facilities at processing plants, etc.). Indicate which measures the Applicant will undertake to guard against an uncompetitive sale due to limited potential buyers.

3) *Assuring Receipt Procedures*
Provide information that describes how the Applicant will ensure that it receives payment for the sales. If special banking issues are involved, the Applicant should describe any actions needed to safeguard deposits.

iii. Budget Summary Realignment and Budget Narrative

Per 7 CFR section 1499.4(b)(4), Applicants must submit a budget summary and budget narrative that details the amount of any CCC–provided funds and program income that the Applicant proposes to use to fund administration costs, internal transportation, storage, and handling costs, and activity costs. Applications requesting an extension to the period of performance may also include a request for additional administration funds.

In order to assess the sale proceeds and overall cost effectiveness of a proposal, FAS requires all Applicants to provide the following budgetary materials:

- ***Budget Summary Realignment*** *(one page)* that presents the proposed overall funding for administration, internal transportation, storage and handling and activity expenses, and shows funding amounts for the specific line items that make up those expense categories. Applicants should use the existing Budget Realignment Template available on FAIS and input the latest approved budget amounts from Attachment C-1, demonstrate in the "Requested Modification" section and noting in the "Reason for Modification," column how the budget will be amended to account for additional funding.

- ***Budget Narrative*** *(20-page limit)* that demonstrates in greater detail the composition of each line item, the budget's overall cost effectiveness, and an adherence to applicable cost principles. Include a one page summary

table that lists the total proposed budget amount (monetization proceeds + CCC admin funds + expected interest), cost share (if applicable) and then provides the project budget breakdown in three ways~~,~~: 1) By activity, 2) by project partner, and 3) By activity and subrecipient. Each table should show the direct and indirect cost for each line item.

- ***Negotiated Indirect Cost Rate Agreement*** (NICRA) *(attachment, no page limit)* that details the organization's approved indirect rates. Applicants should attach the organization's most up–to–date NICRA. If the Applicant does not have a NICRA, or it is not applicable, attach a brief note explaining the absence of this document. Applicants should also provide an Excel spreadsheet demonstrating how NICRA rates were applied to the budget.

- ***SF–424*** *(attachment, no page limit)*. Applicants must complete, sign, and submit the SF–424. Please note that an unsigned SF–424 will not be accepted. Applicants can download a blank SF–424 on the USDA–FAS website at: https://www.grants.gov/web/grants/forms/sf-424-family.html

iv. **Performance Indicator Table**

Applicants must submit an updated table of performance indicators for their project results. Performance indicators identify how to recognize the success of the project and help to clarify results. Using the indicator table in the existing cooperative agreement as a starting point, the Applicant must update the table to reflect additional funding, including:

- Annual targets for FY2022 and all future project years for all standard and custom performance indicators (disaggregate targets not required).
- Updated life-of-project targets for indicators where the life-of-project target is expected to increase or decrease because of additional funding.

If an award is made, the Applicant will be required to update the indicator table in FAIS and to submit an updated Evaluation Plan that reflects changes to project activities and timeline.

4. Unique Entity Identifier and System for Award Management (SAM)

Each Applicant, unless excepted under 2 CFR Part 25.110(b) or (c), or that has an exception approved by FAS under 2 CFR Part 25.110(d), is required to:

- Be registered in SAM before the closing date of this announcement.
- Provide a valid a unique entity identifier (DUNS number) in its application.
- Always continue to maintain an active SAM registration with current information during which the Applicant has an active Federal award or an application or plan under consideration by FAS.

All Applicants must have an active registration in the SAM database at www.sam.gov – pending or expired registrants are not eligible. This requirement must be met by the closing date of the announcement and will not be waived. **Applicants without an active SAM registration will be found ineligible and the application will NOT be considered for funding.** Each subrecipient organization must also have active SAM registrations before the subaward is signed, unless the organization has an exemption approved by FAS under 2 CFR Part 25.110(d).

DUNS number
Instructions for obtaining a DUNS number can be found at the following website: http://www.dnb.com/duns-number.html

The DUNS number must be included in the data entry field labeled "Organizational DUNS" on the Standard Forms (SF)–424 forms submitted as part of this application.

If you experience difficulties accessing information or have any questions, please submit them via email to: FFPrAmendments@usda.gov

The Federal awarding agency may not make a Federal award to an Applicant until the Applicant has complied with all applicable DUNS and SAM requirements and, if an Applicant has not fully complied with the requirements by the time the Federal awarding agency is ready to make a Federal award, the Federal awarding agency may determine that the Applicant is not qualified to receive a Federal award and use that determination as a basis for making a Federal award to another Applicant.

5. Intergovernmental Review

An intergovernmental review may be required by public universities, not private voluntary organizations. Applicant(s) must contact their State's Single Point of Contact (SPOC) to comply with the State's process under Executive Order 12372 (see http://www.fws.gov/policy/library/rgeo12372.pdf). Name and addresses of the SPOCs are maintained at the Office of Management and Budget's homepage: https://www.whitehouse.gov/wp-content/uploads/2020/01/spoc_1_16_2020.pdf

6. Funding Restrictions

Generally, funds may not be used in any manner that is prohibited by 2 CFR Part 200, 2 CFR Part 400, and 7 CFR Part 1499.

Funds awarded under this NOFO must support the base award and may not be used for any other purpose. Active cooperative agreements must have a minimum of $400,000 in remaining available freight funds. Cooperative agreement funds

and non-monetary support may not be used for matching contributions for other Federal grants or cooperative agreements, lobbying, or intervention in Federal regulatory or adjudicatory proceedings. Federal employees are prohibited from serving in any capacity (paid or unpaid) on any proposal submitted under this program. Federal employees may not receive funds under this award. Also, Federal funds may not be used to sue the Federal Government or any other government entity.

Funds awarded under this NOFO can only be used for activities set forth in the original application and must fall under the scope of the active cooperative agreement.

Funds awarded under this NOFO must be used within two years from the current end date of the active cooperative agreement. No further extensions will be granted.

Management and Administration (M&A) Costs

M&A costs may be considered for applications requesting an extension to the period of performance. M&A costs are not operational costs but are necessary costs incurred in direct support of the cooperative agreement or as a consequence of it, such as travel, meeting-related expenses, and salaries of full/part-time staff in direct support of the program. Proposed M&A costs should be included in the budget realignment and budget narrative.

Indirect Facilities & Administrative (F&A) Costs

Indirect F&A costs means those costs incurred for a common or joint purpose benefiting more than one cost objective and not readily assignable to the cost objectives specifically benefited without effort disproportionate to the results achieved.

In general, USDA Departmental Regulation 2255-001 requires that indirect costs be paid pursuant to a Negotiated Indirect Cost Rate Agreement (NICRA) that the recipient has in place with a cognizant U.S. Government agency. If the recipient does not have a NICRA, USDA will authorize an indirect cost rate of up to 10% of Modified Total Direct Costs.

Foreign public entities and foreign organizations may request, and upon approval from FAS use the de minimis rate of 10%, or some other rate in excess of the de minimis rate of 10%, up to 13%, if there is historical evidence that such a rate has been used in the past

7. Other Submission Requirements

Submissions must be received by the closing date and time via email to: FFPrAmendments@usda.gov

E. Application Review Information

1. Application Evaluation Criteria

Prior to making a Federal award, the Federal awarding agency is required by 31 U.S.C. 3321 and 41 U.S.C. 2313 to review information available through any OMB-designated repositories of government-wide eligibility qualification or financial integrity information. Therefore, application evaluation criteria may include the following risk-based considerations of the applicant: (1) financial stability; (2) quality of management systems and ability to meet management standards; (3) history of performance in managing federal award; (4) reports and findings from audits; and (5) ability to effectively implement statutory, regulatory, or other requirements.

USDA will conduct a merit review of all applications received that comply with the instructions in this NOFO. Applications will be evaluated on the content areas outlined in Table 1, using the points specified in the same table.

Performance Factors

In addition to the content submitted by the Applicant, the following performance factors, if applicable, will be considered by the review panel in determining a score for this section:

- FAS or another USG agency has formally expressed concerns, either via letter or email, regarding the Applicant's past performance of a CCC- or FAS-funded project.
- FAS or another USG agency has terminated an agreement with the Applicant within the past three years as a result of a violation of the agreement by the Applicant.
- The Applicant failed to pay a single substantial debt, or a number of outstanding debts (not including sums owed to the USG under the Internal Revenue Code) owed to any Federal agency or instrumentality, provided the debt is uncontested by the Applicant or, if contested, provided that the Applicant's legal and administrative remedies have been exhausted. (This information will be sought by FAS within FAPIIS.gov.)
- The Applicant failed to submit to FAS, or submitted after the due date, at least two required reports within the past three years. Required documentation includes semiannual performance reports, semiannual financial reports, A-133 audits, subrecipient agreements, and any other documentation required under an agreement between the Applicant and CCC or FAS.
- The Applicant has, on at least two occasions within the past three years, failed to respond, or responded late, to a FAS deadline for documents required

during a compliance review or during the closeout of an agreement between the Applicant and CCC or FAS, or failed to notify FAS of commodity losses within 15 days.
- The Applicant has been designated high-risk by FAS (per 2 CFR section 200.205), another Federal government agency (as designated in SAM.gov), or an external auditor within the past three years or the organization's most recent A-133 audit identifies material weaknesses or significant deficiencies.
- The Applicant was responsible for a commodity loss valued at $20,000 or greater, under an agreement between the Applicant and CCC or FAS, during the past three years.

This review will include reviewing audit reports, publicly available materials and/or government databases and may have a bearing on award outcome. FAS may request additional materials from the Applicant as part of this review, including:
- The summary letter from the Applicant's most recent audit report; and
- Documentation of previous grant award completion that includes the name of the grantor, amount awarded, and whether the grant recipient sufficiently completed the requirements of the grant award (e.g., a final close-out report, certification of grant award completion, etc.)

Prior to making a Federal award, the Federal awarding agency is required by 31 U.S.C. 3321 and 41 U.S.C. 2313 to review information available through any OMB-designated repositories of government-wide eligibility qualification or financial integrity information. Therefore, application evaluation criteria may include the following risk-based considerations of the Applicant: (1) financial stability; (2) quality of management systems and ability to meet management standards; (3) history of performance in managing federal award; (4) reports and findings from audits; and (5) ability to effectively implement statutory, regulatory, or other requirements.

Table 1: Content and Points

Evaluation Criteria	**Points Available**
Concept Note	50
Rapid Market Analysis	15
Budget Realignment	25
Performance Factors	10
Total Available Points	**100**

2. Review and Selection Process

a. Review Process

The Grants Office will conduct an initial responsiveness review of all applications submitted to determine if the submission is complete and followed the rules outlined in this announcement. This review will ensure the following:

- The application was submitted on time as specified in this announcement (See Section D. Application and Submission Information).
- The Applicant is eligible (see Section C. Eligibility Information).
- All the required forms and documents are submitted timely as outlined (See Section D. Application and Submission Information, Content and Form of Application Submission).

If an Applicant is determined to be ineligible (see Section C. Eligibility Information) or an application is determined to be non-responsive, FAS will notify the Applicant.

The eligible and complete applications will be reviewed as described below:

- FAS will assemble a panel committee consisting of three technical reviewers. The technical reviewers will score each application as part of the panel committee and will also provide summary comments based on the evaluation criteria identified in Part E Section 1, Application Evaluation Criteria.
- Technical reviewers will review each eligible application against the evaluation criteria. The reviewers will ensure that the organization is capable of delivering the programs/activities as described in the announcement based on the Applicant's project narrative. The reviewers will assign a score and provide summary comments based on the evaluation criteria identified above.

b. Selection Process

The panel committee shall submit the ranked applications and recommendations to the Deputy Administrator, who will then make the final selection.

After the technical review and before making final funding decisions, FAS may contact the highest-ranking Applicants to seek clarification and to negotiate technical and programmatic aspects of the application. If an application includes a sub-awardee, FAS may request to speak with all parties included in the application to ensure sufficient planning and coordination has taken place prior to making an award. Also, all awards made which are greater than the simplified acquisition threshold, currently $250,000 (see 2 CFR section 200.88), or more will be subject to the following:

i. Prior to making a Federal award with a total amount of Federal share greater than the simplified acquisition threshold as defined by 48 CFR Part 2.101, is required to review and consider any information about the Applicant that is in the designated integrity and performance system accessible through SAM (currently FAPIIS).

ii. An Applicant, at its option, may review information in the designated integrity and performance systems accessible through SAM and comment on any information about itself that a Federal awarding agency previously entered and is currently in the designated integrity and performance system accessible through SAM.

iii. Will consider any comments by the Applicant, in addition to the other information in the designated integrity and performance system, in making a judgment about the Applicant's integrity, business ethics, and record of performance under Federal awards when completing the review of risk posed by Applicants as described in 2 CFR Part 200.205 Federal awarding agency review of risk posed by Applicants.

Following the review of Applicant integrity and performance information, outlined in Part E Section 2 c, FAS will notify all Applicants electronically of funding decisions. An Applicant may send a written request to FFPrAmendments@usda.gov to receive a written summary of the strengths and weaknesses of its proposal related to the evaluation criteria. Additional information will not be provided. FAS will send the written summary to the Applicant within 60 days of the request.

c. Confidentiality and Conflict of Interest

Technical and cost proposals submitted under this funding opportunity will be protected from unauthorized disclosure in accordance with applicable laws and regulations. FAS may use one or more support contractors in the logistical processing of proposals. However, funding recommendations and final award decisions are solely the responsibility of FAS personnel. To the extent permitted by law, during the review process, FAS will respect any information which the Applicant has marked as proprietary or business sensitive. Refer to Part H Section 5 for additional information on marking proprietary information.

FAS screens all technical reviewers for potential conflicts of interest. To determine possible conflicts of interest, FAS requires potential reviewers to complete and sign conflict of interest and nondisclosure forms. To the extent permitted by law, FAS will keep the names of submitting institutions and individuals, as well as the substance of the applications, confidential

except to reviewers and FAS staff involved in the award process. FAS will destroy any unsuccessful applications after three years following the funding decision.

F. Federal Award Administration Information

1. Notice of Award

A notice of award will be sent to the organization via email. **This email is not an authorization to begin performance**. Once the organization accepts the selection notice, FAS will begin negotiations with the Applicant to develop an amendment. Until an award is signed, FAS reserves the right not to fund an amendment.

The notice of award will also indicate if there are any pass-through obligations that successful Applicants are required to meet upon receiving award funds, including specific timeline requirements.

2. Administrative and National Policy Requirements

Domestic Entities

Successful Applicants, registered in SAM.gov as **domestic entities**, are required to comply with both Administrative General Terms and Conditions and National Policy General Terms and Conditions for all grant and cooperative agreements, which are available online at:
https://www.fas.usda.gov/grants/general_terms_and_conditions/default.asp

The applicable Administrative General Terms and Conditions and National Policy General Terms and Conditions will be for the most recent year specified at that URL, unless the application is to continue an award initially awarded in an earlier year. In that event, the terms and conditions that apply will be those in effect for the year in which the award was originally made unless explicitly stated otherwise in subsequent mutually upon agreed amendments to the award.

In addition, domestic entities must adhere to the following additional terms and conditions:

a. Prohibition on Providing Funds to the Enemy

1. The recipient must—

Exercise due diligence to ensure that none of the funds,

including supplies and services, received under this grant or cooperative agreement are provided directly or indirectly (including through subawards or contracts) to a person or entity who is actively opposing the United States or coalition forces involved in a contingency operation in which members of the Armed Forces are actively engaged in hostilities, which must be completed through 2 CFR 180.300 prior to issuing a subaward or contract and;

Terminate or void in whole or in part any subaward or contract with a person or entity listed in SAM as a prohibited or restricted source pursuant to subtitle E of Title VIII of the NDAA for FY 2015, unless the Federal awarding agency provides written approval to continue the subaward or contract.

2. The recipient may include the substance of this clause, including paragraph (1) of this clause, in subawards under this grant or cooperative agreement that have an estimated value over $50,000 and will be performed outside the United States, including its outlying areas.

3. The Federal awarding agency has the authority to terminate or void this grant or cooperative agreement, in whole or in part, if the Federal awarding agency becomes aware that the recipient failed to exercise due diligence as required by paragraph (1) of this clause or if the Federal awarding agency becomes aware that any funds received under this grant or cooperative agreement have been provided directly or indirectly to a person or entity who is actively opposing coalition forces involved in a contingency operation in which members of the Armed Forces are actively engaged in hostilities.

b. Additional Access to Recipient Records

1. In addition to any other existing examination-of-records authority, the Federal Government is authorized to examine any records of the recipient and its subawards or contracts to the extent necessary to ensure that funds, including supplies and services, available under this grant or cooperative agreement are not provided, directly or indirectly, to a person or entity that is actively opposing United States or coalition forces involved in a contingency

operation in which members of the Armed Forces are actively engaged in hostilities, except for awards awarded by the Department of Defense on or before December 19, 2017, that will be performed in the United States Central Command (USCENTCOM) theater of operations.

2. The substance of this clause, including this paragraph (2), is required to be included in subawards or contracts under this grant or cooperative agreement that have an estimated value over $50,000 and will be performed outside the United States, including its outlying areas.

Foreign Entities

Successful Applicants, registered in SAM.gov as **foreign entities**, are required to comply with the following terms and conditions**:**

- Foreign public international organizations (as defined in 2 CFR section 200.46(b)), such as UN organizations, will be subject to the Terms and Conditions for Public International Organizations (PIO's)
- Foreign organizations (as defined in 2 CFR section 200.47) will be subject to the Terms and Conditions for Foreign Organizations
- Foreign governments will comply with the Terms and Conditions for Foreign Governments

Before accepting the award, the successful Applicant (foreign and domestic entities) should carefully read the award package for instructions on administering the grant award and the terms and conditions associated with responsibilities under Federal Awards. Successful Applicants must accept all conditions in this NOFO as well as any special terms and conditions in the notice of award to receive an award under this program.

3. Reporting

All reporting shall be conducted as described in the recipient's cooperative agreement for the FFPr award. Financial expenditures for this portion of the program must be stated separately on those reports.

4. Monitoring

FAS through its authorized representatives, has the right, at all reasonable times, to make site visits to review project accomplishments and management control systems and to provide such technical assistance as may be required. During site visits, FAS will review recipients' files related to the Federally funded program.

As part of any monitoring and program evaluation activities, recipients must permit FAS, upon reasonable notice, to review award-related records and to interview the organization's staff and clients regarding the program. Recipients must respond in a timely and accurate manner to FAS requests for information relating to their Federal award.

5. Closeout Reporting Requirements

Within 90 days after the end of the period of performance, or after an amendment has been issued to closeout a cooperative agreement, whichever comes first, recipients must submit a final financial report and final progress report detailing all accomplishments and a qualitative summary of the impact of those accomplishments throughout the period of performance. Recipients must also submit a tax certification letter on company letterhead indicating that all required payroll taxes for the employees working in–country have been paid. Lastly, an equipment disposition form must also be submitted. A sample tax certification letter as well as an Equipment Disposition form are available on the FAIS homepage under "Forms and Guidance." These documents must be uploaded onto the Agreement–Level Report page for the specific agreement being closed out under the "List of Closeout Attachments" section.

If applicable, an inventory of all construction projects that used funds from this program has to be reported using the Real Property Status Report (Standard Form SF–429) available at: https://www.gsa.gov/portal/forms/download/149866

After these reports have been reviewed and approved a closeout notice will be completed to close out the award. The notice will indicate the period of performance as closed, list any remaining funds that will be de–obligated, and address the requirement of maintaining the records for three years from the date of the final financial report.

The recipient is responsible for returning any funds that have been drawn down but remain as unliquidated on recipient financial records.

G. Awarding Agency Contact Information

Contact and Resource Information

For all questions, contact:

Food for Progress Branch Director
1400 Independence Ave. SW, Room 6970
Washington, DC 20250

Phone: (202) 720-2637
Email: FFPrAmendments@usda.gov

H. Additional Information

1. Extensions

Active cooperative agreements awarded under this NOFO may be extended for up to two-years (24 months) beyond the current end date of the agreement. No additional extensions will be considered for the life of the agreement.

2. Prior Approval

a. The Recipient shall not, without the prior written approval of the FAS, request reimbursement, incur costs or obligate funds for any purpose pertaining to the operation of the project, program, or activities prior to the approved Budget Period/Performance Period. (See 2 CFR Part 200.407).

b. A recipient must not transfer any funds budgeted for participant support costs, as defined in 2 CFR Part 200.75, to other categories of expense without the prior approval of CCC. (Program regulations 7 CFR Part 1499.11(h)(2)).

3. Budget Revisions

Transfers of funds between direct cost categories in the approved budget when such cumulative transfers among those direct cost categories exceed ten percent of the total budget approved in this Award require prior written approval by the FAS, by way of amendment. The Recipient shall obtain prior written approval from the FAS Program Manager for any budget revision that would result in the need for additional resources/funds. The Recipient is not authorized at any time to transfer amounts budgeted for direct costs to the indirect costs line item or vice versa, without prior written approval of the FAS Program Manager.

4. Post-award program income

In the event program income becomes available, per 7 CFR Part 1499.11 respectively, it must be used in accordance with the agreement. Program income is defined by 7 CFR Part 1499.2 as interest earned on proceeds from the sale of donated commodities, as well as funds received by a recipient or subrecipient as a direct result of carrying out an approved activity under an agreement. The term includes but is not limited to income

from fees for services performed, the use or rental of real or personal property acquired under a Federal award, the sale of items fabricated under a Federal award, license fees and royalties on patents and copyrights, and principal and interest on loans made with Federal award funds. Program income does not include proceeds from; FAS-provided funds or interest earned on such funds; or funds provided for cost sharing or matching contributions, refunds or rebates, credits, discounts, or interest earned on any of them.

Appendix I: Document Checklist

Applicants should ensure that FAIS contains up-to-date and complete versions of the following:

- Attachment A: Plan of Operations
- Results Framework (for some awards this is Attachment F)
- Semi-annual performance and financial reports
- Approved Workplan
- Approved Monetization plans
- Audit reports
- Baseline Evaluations
- Mid-Term Evaluations
- Other evaluations as applicable