

MILLENNIUM CHALLENGE CORPORATION
NOTICE OF FUNDING OPPORTUNITY #MCC-16-RFA-0001
Data for Local Impact Innovation Challenge Project

COVER LETTER

Dear Applicants,

The Millennium Challenge Corporation (MCC) is seeking organizations based in East Africa, legally registered in Tanzania or Kenya, with functioning offices in these countries to submit applications to provide technical assistance for the “Data for Local Impact Innovation Challenge” Project, which is one among several investments under a broader Data Collaboratives for Local Impact Umbrella Program. This is the initial announcement for this new funding opportunity.

The Catalog of Federal Domestic Assistance (CFDA) number is 85.002 MCC Foreign Assistance for Overseas Programs. For the purposes of this Notification of Funding Opportunity (NOFO) the term "Grant" is synonymous with "Cooperative Agreement"; "Grantee" is synonymous with "Recipient"; and "Grant Officer" is synonymous with "Agreement Officer".

Eligible organizations interested in submitting an application are encouraged to read this NOFO thoroughly to understand the nature of the work required, the application submission requirements, and the evaluation process. The funding opportunity number is MCC-16-RFA-0001.

Key dates and references for this NOFO are as follows:

Issue Date	November 20, 2015
Phase I Pre-Application Conference registrations deadline	November 30, 2015, 4:00 pm (Tanzania)
Phase I Pre-Application Conference	December 3, 2015, 4:00 pm (Tanzania), time to be confirmed by amendment to this NOFO
Deadline for the Phase I Questions	December 4, 2015, 5:00 pm (Tanzania)
Anticipated Amendment to NOFO responses to Questions	December 6, 2015
Deadline for Phase I Applications (Concept Paper)	December 9, 2015, 5 pm (Tanzania)
Phase I Applicants are notified	December 15, 2015
Deadline for Phase II Pre-Application Conference Registration	January 8, 2016
Phase II Pre-Application Conference, In-Person/Teleconference	January 12, 2016, 3 pm (Tanzania), time to be confirmed

Deadline for Final Phase II Questions Submittal	January 13, 2016, 5 pm (Tanzania)
Anticipated Amendment response to Questions	January 16, 2015
Deadline for Phase II Applications	January 25, 2016, 5 pm Tanzania time
Program (Project) Name:	“Data for Local Impact Innovation Challenge
Notice of Funding Opportunity Number:	MCC-16-RFA-0001

The successful Applicant will be responsible for achieving the Project’s tasks and objectives while also contributing to target achievements, expectations and milestones provided. All questions and correspondence for this NOFO should be directed to the point of contacts specified in Section D. All MCC’s responses will be posted on www.grants.gov under this NOFO number.

Issue of this NOFO does not constitute a commitment from MCC to award the program. All applications and submission costs are at the Applicants’ expense. MCC will not pay for any costs incurred in preparation of the applications.

We encourage you to apply to this exciting new funding opportunity, working with us to increase the use of data for decision-making for greater local impact!

Agreement Officer

Taylor Wolf
MCC/Washington

List of Acronyms

Acronym	Full Term
AIDS	Acquired immune Deficiency Syndrome
AO	Agreement Officer
AODC	Africa Open Data Conference
AOR	Agreement Officer's Representative
CFDA	Catalog of Federal Domestic Assistance
CFR	Code of Federal Regulations
COSTECH	Tanzania Commission for Science and Technology
CPA	Certified Public Accountant
CSO	Civil Society Organization
DREAMS	Determined, Resilient, Empowered, Aids-free, Mentored, and Safe
DUNS	Data Universal Numbering System
FAPIS	Federal Awardee Performance and Integrity Information System
FAQ	Frequently Asked Question
GAAS	Generally Accepted Auditing Standards
GPSDD	Global Partnership for Sustainable Development Data
GSA	General Services Administration
HIV	Human Immunodeficiency Virus
IATI	International Aid Transparency Index
IBC	Interior Business Center
IDRC	International Development Research Center
IHE	Institution for Higher Education
M&E	Monitoring and Evaluation
MCC	Millennium Challenge Corporation
MOA	Memorandum of Agreement
NGO	Non-Governmental Organization
NICRA	Negotiated Indirect Cost Rate Agreement
NOFO	Notice of Funding Opportunity
NSO	National Statistics Office
ODC	Other Direct Cost
OGP	Open Government Partnership
PD	Project Description
PDF	Portable Document Format
PEPFAR	President's Emergency Plan for AIDS Relief
PM	Project Monitor
SAM	System for Award Management
SC	Selection Committee
SDG	Sustainable Development Goal
SF	Standard Form

Acronym	Full Term
SME	Small and Medium Enterprise
SMS	Short Message Service
SOW	Scope of Work
SPE	Senior Procurement Executive
SSA	Sub-Saharan Africa
TAC	Technical Advisory Committee
TIN	Taxpayer Identification Number
USAID	United States Agency for International Development
USG	United States Government

SECTION A. PROGRAM DESCRIPTION

1. INTRODUCTION

I. Authority

Pursuant to the Millennium Challenge Corporation Act of 2003, as amended, the United States Government (USG), as represented by the Millennium Challenge Corporation (MCC), is seeking support for the activities described below, and requests applications from eligible organizations (see Section C of this NOFO) to manage and implement the Data for Local Impact Innovation Challenge Project. MCC is a government corporation as defined in section 103 of title 5, United States Code, established by the U.S. Congress. It is an independent agency separate from the State Department and USAID applying a new philosophy toward foreign aid.

II. Administration of Award(s) Resulting from this NOFO

The prime award(s) resulting from this NOFO will be administered in accordance with the following:

1. 2 CFR 200 UNIFORM ADMINISTRATIVE REQUIREMENTS, COST PRINCIPLES, AND AUDIT REQUIREMENTS FOR FEDERAL AWARDS http://www.ecfr.gov/cgi-bin/text-idx?tpl=/ecfrbrowse/Title02/2cfr200_main_02.tpl
2. MCC's STANDARD PROVISIONS (attached to NOFO)
3. MCC's GRANTS AND COOPERATIVE AGREEMENT MANUAL
4. PEPFAR STEWARDSHIP AND OVERSIGHT ACT OF 2013 <https://www.govtrack.us/congress/bills/113/s1545/text>

2. PROJECT (PROGRAM) DESCRIPTION

I. INTRODUCTION

A. Organizational Background

The Millennium Challenge Corporation (MCC) is a U.S. government corporation whose mission is to provide assistance that will support economic growth and poverty reduction in carefully selected countries that demonstrate a commitment to just and democratic governance, economic freedom, and investments in their citizens. Eligible countries develop, in coordination with MCC, a program agreement (Compact) that is then implemented during five years. Our model is defined by core principles of selectivity, country ownership, transparency, and a focus on results. For more information on MCC, please visit www.mcc.gov.

Over its 11-year history, MCC has developed extensive experience in setting up country-led programs inspired by data. MCC is a world leader in data transparency, ranking among the top three most transparent aid organizations in the world in Publish What You Fund's 2014 Aid Transparency Index. MCC is committed to ensuring that the exponential pace of the data revolution enables more inclusive growth, innovation, and participation by communities that will

benefit from development outcomes the most, including those that have the least access to technology and data.

The United States President's Emergency Plan for AIDS Relief (PEPFAR) is using and sharing data in unprecedented ways for greater transparency, accountability, and impact. In an effort to do the right things in the right places, PEPFAR is using data to strategically target geographic areas and populations with the highest HIV burden to accelerate progress toward epidemic control. PEPFAR is also opening their data through the PEPFAR Dashboards, enabling all to view, download and utilize PEPFAR data, to optimize program effectiveness and foster mutual accountability. PEPFAR is committed to putting data at the center of decision-making to achieve the greatest impact for investments and achieve an AIDS-free generation. For more information, please visit www.pepfar.gov/pepfar/.

B. Data Collaboratives for Local Impact

MCC and PEPFAR entered into a partnership and signed a Memorandum of Agreement (MOA) in March 2014, which was subsequently amended in April 2015, to explore opportunities to strengthen country data, including open data, systems through a program currently referred to as “Data Collaboratives¹ for Local Impact” (hereafter referred to as “Data Collaboratives” or “Program”). The Program will support country capacity and efforts to compile and use data from various sources to support decision-making, and improve programmatic planning effectiveness and mutual accountability (at the local, national and global levels). **The Program will initially focus on investments in Tanzania, but will likely include at least one (01) other country in the East African Region.**

The nature and timing of the Data Collaboratives fits into the broader context of the global data revolution, including the formation of the Global Partnership for Sustainable Development Data (The Global Data Partnership)². Working in collaboration with the Global Data Partnership, the Data Collaboratives will demonstrate how multi-stakeholder collaboration can leverage data, processes, systems and know-how to monitor progress toward and achieve concrete local objectives, national country-led plans, and the Sustainable Development Goals. A vibrant open data ecosystem should promote transparency, mutual accountability and citizen engagement. Open data and the types of initiatives that advocate for greater data openness such as the Open Government Partnership³ (OGP) and Open Contracting⁴ can potentially unlock billions in additional economic value in sectors such as education, transportation, energy and health; thereby giving rise to entrepreneurial businesses, innovation, and improved, more-efficient services.

¹ A “Collaborative” is defined as the sustained activity and output of collaboration between different actors, using data-based evidence, to solve a problem in a practical, holistic and sustainable way.

² For more information on the GPSDD, see <http://www.data4sdgs.org/>

³ <http://www.opengovpartnership.org/>.

⁴ <http://www.open-contracting.org/>.

C. Problem Formulation, Root Cause Analysis and Need

Based on initial consultation and scoping⁵, the data environment in Sub-Saharan Africa (SSA) countries is evolving but remains constrained on several important fronts, particularly at the subnational and local levels where there is a need for greater capacity to use data for decision making to inform, drive, and measure development impact. Refer to Annex I which includes a root-cause analysis and presents a high-level program logic for the Data Collaboratives for Local Impact.

The central problem to be addressed through the Data Collaboratives is that data are infrequently and insufficiently used to support decision making, at all levels. As shown in Annex I, this ultimately results in fewer benefits to people at the local level, both as individuals who could perhaps improve their livelihoods from greater access to, and use of, data, but also as recipients of benefits from investors and service providers, including governments, as well as donors, not for profit organizations and the private sector⁶. While the problem diagnosis is expected to be refined over time, key root causes (e.g. lack of trust, insufficient positive experience with data sharing and use, insufficient connectivity resources, limited technical and human capacity to use data, limited financial resources to enable higher levels of technology penetration, and inexistent, insufficient and/or poorly applied standards) are emerging and contribute to some of the following interconnecting and self-reinforcing constraints:

1. Demand side: Civil society⁷, the government, private sector and the general public are not sufficiently valuing and using data in decision making. In general, civil society, the private sector and the general public are only marginally asking for, creating, and/or using data, nor are they empowered to value and use data, and they are thereby not contributing to the important feedback loop that drives innovation and/or mutual accountability.
2. Supply side: Insufficient data are shared among government, donors, civil society, the private sectors and others. Data that are available is of variable (often poor) quality, and are not necessarily accurate nor pertinent to individuals wishing to use the information to improve their livelihoods or organizations for resource planning requirements or service delivery, particularly at the subnational (district and/or county) level.
3. Technical capacity: Systems, including useful dashboards, are not in place to view, track and manage national or subnational level programmatic commitments, and capacity to produce, access, and use data is limited.

⁵ Consultation has included more than 80 organizations and stakeholders based in Tanzania, Zambia, Kenya, Africa more broadly and globally. Scoping involved assessment against components of a country data ecosystem.

⁶ Private sector refers here to that part of the economy which is run by private individuals or groups, usually as a means of enterprise for profit, and is not controlled by the State.

⁷ Civil society refers to the "aggregate of non-governmental organizations and institutions that manifest interests and will of citizens." Civil society includes the family and the private sphere, referred to as the "third sector" of society, distinct from government and business. In effect, civil society is seen as a social sphere separate from both the state and the market. The increasingly accepted understanding of the term civil society organizations (CSOs) is that of non-state, not-for-profit, voluntary organizations formed by people in that social sphere.

4. Operating environment: Policies and legislation affecting open data are evolving, and data priorities among government (even within and between government ministries), donors (again even within and among donors), the private sector and civil society are insufficiently aligned.

The above constraints also limit opportunities for an important feedback loop (between citizens at the service delivery level and governments, donors as well as the private sector who make development decisions and investments) that is important for programmatic effectiveness and mutual accountability – and even for a data ecosystem to sustainably grow and evolve. Without addressing these issues at the local level, and without targeted beneficiaries in mind, the exponential pace of the data revolution may exclude socially disadvantaged communities (digital divide) that have the greatest need for data and evidence-based development programs. These are the same communities that also already have the least access to data and technology and for which data and evidenced-based decision making is not systematically applied. However, through emerging mobile technologies and increasing connectivity through affordable cell phones, tablets and other hand-held devices, opportunities for more inclusive data activities are increasing.

There has been comparatively little investment in enhancing the capacity of subnational level (district and/or county) institutions, civil society and intermediaries, combined with targeted national efforts, to holistically use data for decision making and to increase program and policy impact. Most efforts involving data have disproportionally focused on the donors' own internal management information systems and/or the national (supply) level through investments in *eGovernment* or *edata* portals, national statistics offices (NSOs), and/or limited institutional capacity building. Further, as the global community begins tracking the Sustainable Development Goals (SDGs), there is a need and an opportunity to demonstrate how data can support more effective investments and galvanize collaboration among global, national and subnational stakeholders to meet specific targets and to improve lives.

II. BACKGROUND

A. Context and Connection to Sustainable Development Goals

Over three years, PEPFAR and MCC will invest up to US\$21.8 million in the Data Collaboratives to demonstrate how collaborations bringing together disparate data can improve data quality, decision-making, transparency and eventually contribute to more effective programs, greater local impact, and mutual accountability. This effort, which will be implemented in collaboration with the Global Data Partnership (www.data4sdgs.org), which was launched in September 2015, and will initially be implemented in Tanzania, and likely in one more East African country.

The Program will focus on government, donor, civil society, and the private sector data relating to HIV/AIDS and broader health, including health-related aspects of gender equality and economic growth – and would therefore fall within the scope of efforts relating to the following SDGs: 3 (Health and Wellbeing); 5 (Gender Equality); 8 (Decent Work and Economic Growth); and 17 (Partnerships to Achieve SDGs). However, it is assumed that the lessons learned and capacity enhancements would be of relevance to other sectors and SDGs. As relevant, Data Collaboratives

would also support the priority PEPFAR programmatic objective of reducing new HIV infections among adolescent girls in target districts, a goal that is also central to PEPFAR’s 3-year DREAMS⁸ partnership, as one of its potential data impact applications.

B. Overview of the Data Collaboratives for Local Impact Program and Projects

The Data Collaboratives for Local Impact Umbrella Program will initially fund investments in the following three areas, as integral and interconnected components of the overall investment:

1. Data for Local Impact Innovation Challenge (also referred to hereafter as the “Data Innovation Challenge” or “Challenge,” **and the focus of this application (i.e., Applicants are requested to submit applications only for this component out of the three (03) three below mentioned Program components)**): This Project will involve establishing a flexible online and operations platform that will be used to launch two (02) or three (03) grant and/or success-contingent awards (henceforward referred to as “prizes”⁹) challenges windows¹⁰ per year, in a variety of themes, **and open only to local (i.e. in-country national) groups, collaborations and/or organizations**. It will aim to strategically surface, engage, support, and connect local innovators, entrepreneurs, advocates, and south-to-south collaborators, to unlock datasets, as well as to fill data gaps to strengthen the overall data ecosystem while also responding to local, subnational and national priorities as well as the select requirements of the Data Collaboratives and the DREAMS partnership¹¹.
2. Tanzania Data Collaborative (or “Co-Lab”): Venue, technology platform and working space to share, combine and use data from multiple sectors and sources. At national and sub-national levels, there are opportunities to connect local objectives to Tanzanian national priorities, global commitments (e.g. Global Data Partnership), and resources. The Co-Lab will be a center of activity to connect these resources and build the capabilities to make open data and data analysis a more prominent part of decision-making in Tanzania. The Co-Lab is also intended to be the anchor project for the Data Collaboratives Program,

⁸ A partnership between PEPFAR, Bill & Melinda Gates Foundation, and Nike Foundation, which seeks to reduce new HIV infections among high risk adolescent girls. DREAMS will focus on key districts based on HIV incidence, where data are available, or HIV prevalence where data are not available. The chosen districts will be in line with the larger geographic prioritization within PEPFAR, and represent an opportunity for complementary data-related (gaps or capacity) investments through the Country Data Collaboratives.

⁹ A prize is a success-contingent financial award given to address an immediate problem or need.

¹⁰ The actual number of windows and their frequency will be determined in a Subgrants/Prizes Operations Manual that will be developed by the Applicant to whom a Cooperative Agreement will be awarded (for more details, see Task 2, within Section IV.B).

¹¹ The United States Government (USG) has recognized the benefits of innovative competitions, launching www.challenge.gov, an online platform administered by the General Services Administration (GSA), which empowers the public to bring the best ideas and talent to address pressing challenges. The USG also supports the Global Innovation Exchange where innovators are connected with the resources, funding, people, organizations, programs and information they need to grow, test, and scale their innovation. Likewise, MCC has incorporated pro-poor innovation facilities or programs in many of its compacts, as a flexible mechanism to inspire local communities to address constraints not identified in the compact logic, and fill in data gaps as they arise over a three to five year period.

interconnecting with and making resources available in support of other projects and their respective stakeholders.

3. **Subnational Data Collaboratives:** This Project, which is still under development, will seek to improve the capacity of DREAMS subnational and district/county institutions to provide actionable data locally and increase citizen, infomediary¹², community stakeholder organizations (CSOs), and small and medium enterprise (SME) participation in improving services and/or use of data to improve lives. There are major data gaps at the subnational levels – and comparatively lesser investment from governments, donors and the private sector. At the same time, subnational levels are precisely where added focus is needed to achieve local impact and even more so given the trends related to decentralization of power, funds, and decision-making from national to subnational levels.

C. Data for Local Impact Innovation Challenge Project Logic

As shown in Annex I (Program Logic), the Data Innovation Challenge will complement investments made via the Tanzania Data Collaborative (Co-Lab) and other investments that are going to be part of the overall Data Collaboratives for Local Impact Program. Specifically, the Data Innovation Challenge Project will help to surface, engage, support and connect innovators, entrepreneurs and users of data and contribute to a pool of ideas and innovations on: (i) the use (and application) of data; (ii) creation of new technologies; (iii) generation and application of data sets; and/or (iv) simply ways to engage beneficiaries who are currently not aware of, connected to, or able to understand or use available data to address local needs and priorities.

The specific root causes and areas which will be addressed through this Project will depend both on the specific grant/prize themes to be determined as part of the work, as well as on the actual successful ideas submitted by “grantees.” Broadly speaking; however, it can be expected that this Project will support increased positive experiences with using and sharing of data, improved technical capacity and possibly also increased technology penetration, all of which are some of the root causes of insufficient and ineffective use of data in decision making.

This Project is not sufficient in and of itself to contribute to this goal, but rather is expected to complement the activities contemplated as part of the other core projects that will be part of the Data Collaboratives Program. To this end, the Project will also endeavor to surface, engage and support local innovators and entrepreneurs while connecting them to the other projects of the Data Collaboratives for Local Impact Program.

D. Connectivity Between Projects

While each of the projects considered as part of the overall Data Collaboratives has merit in and of its own, and could be implemented independent of the others, there are inherent connections

¹² An infomediary is company, group and/or website that gathers, organizes and repackages information and acts as an intermediary and/or advocate between those who want or need the information and those who supply the information. In many cases, infomediaries can help to put information into a format that is more accessible or more understandable to others that may not have as much experience with data, for example through products such as infographics amongst others.

between them, in that these projects are seeking to address one or more root causes leading to the insufficient or ineffective use of data for decision making. In particular, there are many potential connections between the Data for Local Impact Challenge and the Tanzania Data Collaborative space (i.e. lab). For example, it is also possible to envision that the training offered in Tanzania Data Collaborative space (i.e. lab) would help engage and build the capacity of individuals who might participate in the Challenge competitions. Similarly, it is also envisioned that the lab could bring together successful grantees to leverage data surfaced by entrepreneurs and innovators, or to offer some of the mentorship, support and training that may be needed by grantees.

During implementation, it is possible that additional connections between select projects may become evident. For example, it is also possible that activities of the Tanzania Data Collaborative (or of the subnational level collaborative) could contribute to including a particular theme of one or more individual grant challenge windows. Flexibility and provision for these types of opportunistic overlap and desired synergies have been included in the activities which are proposed as part of this PD – and coordination among Applicants for different projects will be periodically required. However, **the Applicant is encouraged to provide additional ideas, thoughts and strategies that would lead to stronger overall program integration.**

III. PROGRAM (PROJECT) DESCRIPTION

MCC and PEPFAR are seeking support of a local or a local organization in consortium with an international (regional) organization (the “Applicant”) based in East Africa, legally registered in Tanzania and/or Kenya and capable of operating (and disbursing funds) in both countries, to finalize the design as well as to manage, administer and review¹³ the “Data for Local Impact Innovation Challenge”¹⁴ Project. This Project will involve establishing a flexible online and operations platform that will be used to launch two (02) or three (03) grant and/or prize challenge windows¹⁵ per year, in a variety of themes. It would surface, engage and connect local innovators and entrepreneurs, advocates and south-to-south collaborators to (i) unlock datasets at all levels, (ii) and fill data gaps to strengthen the overall data ecosystem while responding to local, subnational and national priorities as well as the select needs of the Data Collaboratives and the DREAMS partnership.

The total value of funds currently expected to be awarded through a combination of small, medium and large subgrants / prizes¹⁶ would be the equivalent of up to three million (US\$3,000,000) dollars. The Data Challenge would be open to local (i.e. in-country national) local innovators and entrepreneurs, individuals and/or groups within governments, civil society, the private sector, and

¹³ We are referring here to an assessment of the achievements, lessons learned, and opportunities to improve and/or scale-up the Data for Local Impact Innovation Challenge, as further detailed in Section IV, task 7.

¹⁴ The principle around “challenges” (or “facilities”) is simple: Investment themes and eligibility requirements are stipulated by the funder and/or the steering committee and one (01) or more calls for applications are launched from which a target number of winning applications are selected using specific criteria and then funded for a determined period of time.

¹⁵ The actual number of windows and their frequency will be determined in a Subgrants/Prizes Operations Manual that will be developed by the Applicant to whom a Cooperative Agreement will be awarded (for more details, see Task 2, within Section IV.B).

¹⁶ While the Applicant could propose a different range, the size of grants is envisioned as: Small – up to \$25,000, medium – from \$25,000 to 75,000 and large from 75,000 up to \$100,000.

NGOs that could propose and scale-up innovative solutions¹⁷ within specific “themes” that will be defined and agreed-upon as part of the Project but could include creating data, publishing and using datasets, technological innovation through data, or other applications in the areas of HIV/AIDS and broader health, gender equality, and economic growth, to achieve local impact¹⁸.

As noted in Section II (Subsection C) and depicted in Annex I (figures 1 and 2) this Data Challenge ultimately seeks to surface, support, engage and connect innovators and entrepreneurs and contribute to increased innovations, positive experiences with using and sharing of data, improved technical capacity and possibly also increased technology penetration, all of which are some of the root causes of insufficient and ineffective use of data in decision making. Applicants should ensure their applications reflect how the work to be undertaken will contribute to addressing these constraints and encourage local engagement and solutions to these key problems. Applicants should demonstrate how and to what extent their proposed project is likely to accomplish not only the tasks and requirements of this Notice of Funding Opportunity (NOFO) but also achieve bold outcomes in the short to medium term, including, but not limited to:

- Establishing a functional, nimble and opportunistic, grant/prize platform that surfaces, engages, supports and connects a notable number local entrepreneurs and innovators including some who may not have been reached previously, including youth and women;
- Innovative and sustainable ideas on how to use, mainstream or generate data connected to local and national priorities as well as programmatic needs to achieve the greatest local impact are generated and shared;
- An increasing level of awareness of the grant/prize mechanism is generated resulting in grant applications increasing over time and grant and prize funds disbursed efficiently;
- Ownership and a long-term view in the success of these grants is instilled through the provision of support, engagement, networking among grantees and capacity building for continued impact and scalable innovations;
- The Grant mechanism develops the potential to be self-sustaining through interest and potential support from other funders.

The Project and specifically, this Innovation Challenge, will initially focus on investments in Tanzania, but will likely include at least one (01) other country, probably Kenya. For more information on Applicant’s eligibility requirements, refer to Section VII - Performance Location, Section V – Evaluation and Section X Eligibility Criteria).

As further outlined in Section IV (Sub-Section B), the Applicant will lead the following tasks including achieving specific task-related milestones and achievements further described in the sections that follow:

- i. Hold a kickoff meeting; submit an inception report, workplan and status reports; and attend coordination meetings;

¹⁷ Innovative ideas and technological solutions would include, among others, the use of mobile technology, web platforms and technology, Apps, social outreach and other outreach mechanisms, and other modern technological tools.

¹⁸ By local impact we mean: concrete and/or demonstrable outputs/outcomes affecting citizens at the subnational level, particularly at the village and district level.

- ii. Finalize Project design including the Challenge’s eligibility criteria, themes, methodology, application forms, and a Subgrants/Prizes Operations Manual and platform;
- iii. Establish an Innovation Challenge platform and online presence;
- iv. Support communications, outreach and grantee community and capacity building;
- v. Manage the call for applications process, including the development of the windows/calls for applications and the selection of prize awardees and grantees using agreed upon criteria;
- vi. Ensure effective administration, mentoring and monitoring of the prizes and grants; and
- vii. Document the Data for Local Impact Innovation Challenge’s achievements, lessons learned and opportunities, and collaborate with an M&E Contractor to evaluate¹⁹ the success of the Program.

IV. TASKS

A. Overview

The selected Applicant will work closely with MCC’s Agreement Officer’s Representative (AOR)²⁰ and Project Monitor (PM)²¹ for this requirement, the Challenge’s Technical Advisory Committee²², the broader MCC-PEPFAR partnership team, and periodically also with other applicants and contractors associated with the overall Data Collaboratives Program for Local Impact (e.g. the Monitoring and Evaluation contractor).

The tasks detailed in Section IV.B. below are indicative of what MCC aims to achieve with this Data for Local Impact Innovation Challenge, including anchoring the Project in local (country-specific) priorities and ensuring relevant stakeholder buy-in to ensure overall sustainability.

¹⁹ As per MCC’s standard of independent evaluations, the Applicant will collaborate with the M&E (Independent Evaluator), but will not be directly involved in the evaluation itself (i.e. the Contractor for this requirement will not be the one performing the independent evaluation or determining the findings).

²⁰ MCC’s Agreement Officer’s Representative (AOR) is responsible for: monitoring the grantee’s performance and verify that it conforms to the technical requirements and quality standards agreed to in the terms and conditions of the grant/cooperative agreement; issuing technical directions or guidance in accordance with the terms of the grant/cooperative agreement; approving work plans, approaches, solutions, designs, or refinements; providing financial management recommendations and monitoring of costs; participation in the periodic evaluation of the grantee’s performance, and recommending in writing (with justification for the proposed action) to the AO any changes needed in the program description of the grant/cooperative agreement, including any changes to technical provisions of the cooperative agreement that affect the timing of the deliverables/services or the overall cost-price of the cooperative agreement.

²¹ MCC’s Project Monitor (PM) is responsible for: monitoring the grantee’s performance and verify that it conforms to the technical requirements and quality standards agreed to in the terms and conditions of the grant/cooperative agreement; participation in the periodic evaluation of the grantee’s performance; assisting in recommendation in writing (with justification for the proposed action) to the AOR and AO any changes needed in the program description of the grant/cooperative agreement; assisting the AOR in issuing technical directions or guidance in accordance with the terms of the grant/cooperative agreement; assist the AOR in administering financial management responsibilities. NOFO – Notice of Funding Opportunity per 2 CFR 200.203

²² A Technical Advisory Committee will be established by MCC and PEPFAR to provide technical guidance on the Data for Local Impact Innovation Challenge. It will likely include representation from MCC and PEPFAR teams, as well as representatives from co-funding institutions of the Data for Local Impact Innovation Challenge (if any), and a small group (less than 10) of regionally-based technical individuals representing civil society, government, and the private sector, perspectives. The Technical Advisory Committee’s main roles will be to provide technical guidance/ opinion on themes for this Challenge, to review the Subgrants/Prizes Operations Manual and the recommended grant/prize awards for this Challenge.

Applicants are strongly encouraged, where relevant, to propose better, innovative, additional and/or alternative ideas and tasks to those indicated in this program description (PD) - and as noted in Section VIII, the degree to which application reflect an understanding the goals to be achieved and demonstrate an ability to contribute to implementation strategy are among the criteria that will be used in selecting successful applications.

B. Anticipated Tasks

The Applicant will perform the following tasks and achieve specific task-related milestones and achievements described in the sections that follow during the period of performance (Section VI), all the while ensuring that the tasks and deliverables are anchored in local priorities:

Task 1: Hold a Kickoff meeting, submit an Inception Report, Workplan, Status Reports, and attend Coordination Meetings

The Applicant will become familiar with relevant documentation that will be provided by the AOR and PM at the cooperative agreement's start date.

The Applicant will develop **an inception report** that provides updates to the approach and methodology for designing and administering the Data for Local Impact Innovation Challenge, management and technical support to meet the PD's requirements (for the Period of Performance) as outlined in the application. The Applicant will also develop and submit a **draft workplan** to the AOR and PM that (i) details the timeframe and methodology to meet the PD's requirements (for the Period of Performance) and incorporate key milestones and desired results provided in this PD and (ii) addresses issues raised during negotiations (on the basis of the workplan submitted as part of the application).

Following the submission of the inception report and draft workplan to the AOR and PM, the Applicant will hold a **kickoff meeting** with the AOR, PM, and, if relevant with members of the Technical Advisory Committee, and the broader MCC-PEPFAR partnership team. The objectives of the kickoff meeting will be to: (i) introduce the AOR, PM, Applicant team, Technical Advisory Committee, and MCC-PEPFAR partnership team; (ii) ensure a common understanding of the PD and cooperative agreement's requirements; (iii) clarify roles related to management and oversight of this cooperative agreement; (iv) identify and resolve any outstanding questions arising from negotiations; (v) discuss the inception report, draft workplan and agree upon next steps; and (vi) establish and/or confirm collaboration and communication procedures among Project stakeholders, other stakeholders.

Following the kickoff meeting and upon receipt of the AOR and PM's comments, the Applicant will submit a **final workplan**. The Applicant will monitor the workplan and, if necessary, submit an updated workplan, on a quarterly basis, that detail any variances/changes to the initial one. In addition, the Applicant will submit **bi-weekly status reports**, based on a simple outline and template that will be agreed upon with the AOR and PM. As part of the workplan, the Applicant

will establish a process and mechanism by which the Agreement Officer (AO)²³, AOR and PM will be notified of issues that are likely to affect tasks, schedule or Project goals.

Deliverables under Task 1:²⁴ (i) Kickoff meeting agenda; (ii) inception report with updated methodology for designing and administering the Data for Local Impact Innovation Challenge, management and technical support to be used to meet all the PD's requirements (for the Period of Performance); (iii) draft and final workplan detailing the timeframe and methodology to meet the PD's requirements (for the Period of Performance) and a process for quality control; (iv) bi-weekly status reports; and (vi) quarterly updates to the workplan (if needed).

Target Results/Expectations: Internalize project goals, principles and objectives; begin to serve as a proactive leader and thought partner in the implementation of the Project by adding value to and integrating their own strategies into workplan; effectively track and drive progress towards key internal and external milestones (Section VI) and establishing a functional, nimble, self-sustaining grant/prize platform that surfaces and supports a notable number local entrepreneurs and innovators.

Assumptions: Below are some of the assumptions for the Applicant to consider when developing their applications:

- The kickoff meeting should include all key personnel.
- It is anticipated that the kickoff meeting may require up to 2 days and will likely take place in Dar-es-Salaam, Tanzania.
- Assume all travel in coach class.
- Bi-weekly status calls will be conducted over teleconference.
- The Applicant should also assume monthly teleconference calls to coordinate with other Program project stakeholders
- All deliverables will be submitted in electronic format.

Task 2: Finalize Project Design including the Challenge's Eligibility Criteria, Themes, Methodology, Application Forms, and a Subgrants/Prizes Operations Manual and Platform

The Applicant will undertake the following sub-tasks, in close coordination with MCC and PEPFAR, and with input from the Technical Advisory Committee:

- 1. Define the rules and eligibility requirements for this Challenge**, including criteria for who is eligible to apply and for what type of grant or prize-related projects and/or activities. As noted previously, the Project does limit participation to the prize/grant challenges, to local individuals, groups or organizations. Additional proposed rules and eligibility requirements for the Challenge will be submitted to, and discussed with, the AOR, PM and

²³ MCC's Agreement Officer (AO) is responsible for all actions on behalf of the MCC, including entering into, changing, or terminating an award. Warranted AOs act as public trust officials empowered with the authority to obligate the Government. The authority to appoint AO's is limited to the Millennium Challenge Corporation Senior Procurement Executive (SPE). The SPE for the Millennium Challenge Corporation (MCC) is the Managing Director of the Contracts and Grants Management Division. The SPE has not delegated this authority.

²⁴ Refer to Section V – Deliverables for approximate deadlines for the submission and completion of each deliverable.

the Technical Advisory Committee. Based on their feedback, the Applicant will finalize these rules and requirements.

2. **Define the investment themes for the Innovation Challenge**, on the basis of the current concept which is described below and anchored in local priorities. Three (03) months prior to each grant/prize window, the Applicant, in consultation with the Technical Advisory Committee, will propose three (03) to five (05) investment themes for the Innovation Challenge which will be the basis for the next window. PEPFAR will provide input on district-specific data needs and challenges which will be used to define at least one of the themes in at least one of the funding windows focused on supporting PEPFAR's 3-year DREAMS partnership (i.e., the DATA4DREAMS initiative).

The process of selecting themes, prior to launching each grant/prize window, should consider some of the following factors and input streams:

- Connected to the overall access to, awareness of, use of, and ability to understand data as well as open data, in the areas of including on HIV/AIDS and broader health, gender equality and economic growth, to address specific needs;
- Relevance of theme to local, subnational and national level priorities, the objectives of the Data Collaborative for Local Impact Program and/or the DREAMS Partnership;
- Scale of problem and ability of data-related innovation to make a material difference in advancing progress related to the above-noted needs, priorities and goals;
- Input and Recommendations from the Applicant based on the Applicant's knowledge and experience in the field; from the Technical Advisory Committee, and broader Program stakeholders participating in coordination calls.
- Applies lessons learned from prior funding windows.

More specifically, the Applicant will propose themes based on some of the above factors to help amplify the work of other projects funded by the Program – whether these are specific data needs or ways of making the data relevant and useful to beneficiaries. This may include helping to generate positive experience in the use and sharing of data and supporting country capacity and country efforts to compile and use data related to HIV/AIDS and broader health, gender equality, from various sources to improve programmatic planning effectiveness and mutual accountability. Monthly coordination calls between MCC and all projects and their leads will help create some of the necessary connectivity between projects, including sharing of data and capacity needs in areas which could be proposed / considered as future grant/prize themes.

As stated above, the PEPFAR team will provide input so that at least one of the themes of at least one of funding windows focus on supporting PEPFAR's 3-year DREAMS partnership (i.e., the DATA4DREAMS initiative). This funding window will pertain to the candidate subnational level DREAMS districts in Tanzania and will focus on innovations to: (i) generate data needed to track progress on the DREAMS's subnational interventions, (ii) enhance the capacity of country counterparts (e.g. local level health officials, educators, social workers) in Tanzania to generate data (for data gaps areas), or

(iii) use data available or created to address the programmatic objective of reducing new HIV infections among adolescent girls in target districts/counties.

The written, proposed themes will be submitted to, and discussed with, the AOR, PM and the Technical Advisory Committee. Based on their feedback, the Applicant will finalize these themes.

3. **Develop the methodology and Application forms for the prize and grant windows/calls for applications:** the Applicant will: (i) hold an initial brainstorming session with the AOR, PM and the Technical Advisory Committee to propose a methodology for the innovation challenge and an online application for the prize and grant windows/calls for applications; (ii) develop and submit to the AOR, PM and the Technical Advisory Committee for review, a document detailing the methodology and application for the prize and grant windows/calls for applications; and (iii) based on their feedback, finalize the methodology and application forms manual for the prize and grant windows/calls for applications which will be included in a Subgrants/Prizes Operations Manual and online Platform. The methodology should include, among other things: (i) the composition and structure of the selection committees for the prize and grant windows/calls for applications; (ii) the timeline to establish each selection committee; (iii) the relationship between the Applicant, AOR, PM, Technical Advisory Committee and the various selection committees; and (iv) the methodology for the prize and grant applications, initial screening, review by the selection committees and awards.
4. **Develop a Subgrants/Prizes Operations Manual:** the Applicant will develop a draft Grants (Operations) Manual which shall be submitted to, and discussed with, the AOR, PM and Advisory Committee. Based on their feedback, the Contractor shall finalize the manual. At a minimum, the Subgrants/Prizes Operations Manual will include the following sections:
 - i. Overview of the Innovation Grant/Prize Challenge Program;
 - ii. Governance, Operational Roles, and Risk Management;
 - iii. Mobilization and leveraging of private sector assets and contributions for the grants;
 - iv. Process for developing and vetting the themes for the various prize/grant windows based on some of the factors described in point 2 above.;
 - v. Define the roles and responsibilities tuned to the local conditions of the Technical Advisory Committee;
 - vi. Grant Process Management Structure:
 - Methodology (as detailed in subsection 3., above), rules and eligibility requirements for applicants to the prize and grant windows/calls for application (including, as relevant depending on grant size, legal status, registration documents, internal control and procurement systems, financial and audit reports)
 - Application forms for prize and grant windows/calls for applications (as noted in subsection 3., above)
 - Selection criteria for choosing the grant winners, and determining the risk level for recipients
 - Types of grants and templates for each type

- Pre-award assessment
- Eligible and ineligible activities as well as allowable and unallowable grant costs
- Grant currency (local currency) and sizes. While the Applicant could propose a different range, the size of grants is envisioned as: Small – up to USUS\$25,000, medium – from USUS\$25,000 to 75,000 and large from 75,000 up to USUS\$100,000.
- Prize (local currency) and sizes (to be determined by the Applicant, AOR, PM and Technical Advisory Committee)
- Grant windows for accepting applications at least twice a year
- If applicable for larger grants (up to USUS\$100,000) requirements for grantees' contribution to the Project budget (cost-sharing)
- Timing and funding limitations (i.e., timing and modalities for initial and subsequent disbursement(s)/transfer(s) of funds to grantees)
- Communications and outreach, including an outreach plan for creating awareness of this Program (see Task 4 below) and the proposed frequency and process of communication with the grantees, AOR, PM, and the Technical Advisory Committee
- Gender and Social Inclusion strategies
- Environment and social (health and safety) compliance
- Copyright and ownership
- Property and equipment
- vii. Grant Cycle (i.e., the stages of preparation, themes definition, call for applications, application windows, evaluation, grant negotiations, prize awards, grant awards and grant agreement signing, implementation and amendments (if applicable), grant/prize project or activity completion, and Project closure;
- viii. Grant management tool / Platform (online and open source);
- ix. Financial Management (i.e., financial principles and policies, financial control system(s) of grantees, financial reporting and monitoring, audits (if applicable));
- x. Tax exemption(s);
- xi. Monitoring and Evaluation;
 - Evaluation and assessment methodology
 - List of performance indicators and targets
- xii. Audit
- xiii. Use lessons learned for increased scale, efficiency and effectiveness of small grants in the future interventions; and
- xiv. Closeout and records retention.
- xv. Relevant annexes (e.g., application forms (as mentioned above), application guidance to prize and grant applicants, evaluation guidance for the selection committees, etc.)

Where applicable, the Subgrants/Prizes Operations Manual will be developed on the basis of existing MCC, PEPFAR and U.S. government guidelines, in particular MCC's Grants and Cooperative Agreement Manual, especially as it relates to financial management, transparency and accountability. Input will also be provided on the monitoring and evaluation methodology that is being developed for the overall Program, including this particular Project.

Deliverables under Task 2:²⁵ (i) Draft and final rules and eligibility requirements for this Country Data for Local Impact Innovation Challenge; (ii) Draft and final investment themes for the initial window/call for applications this Challenge; (iii) Draft and final investment themes for subsequent windows/call for applications for the Innovation Challenge (i.e., three (03) months prior to each grant/prize window); (iv) Develop the methodology and Application forms for the prize and grant windows/calls for applications (v) draft and final Subgrants/Prizes Operations Manual.

Target Results/Expectations: The expectation is that jointly the deliverables should contribute to an operational grant/prize manual, including some of the following results:

- Clearly laid out grant/prize applicant eligibility requirements;
- Three (03) to five (05) agreed-upon themes in advance of each grant/prize window, anchored in local, subnational and national priorities and connected to the Data Collaboratives Program;
- Ability improve the process with each grant/prize window to as to increase the reach of the program, the number of applicants as well as the support provided to the innovators that are surfaced in the process.

Assumptions: Below are some of the assumptions for the Applicant to consider when developing their applications:

- All deliverables will be submitted in English, in electronic format, preferably Microsoft Word.

Task 3: Establish an Innovation Challenge Platform and Online Presence

The Applicant will design, develop and establish an Innovation Challenge Platform and Online Presence to: (i) raise awareness of the Innovative Grant Challenge, including on the eligibility requirements, grant/prize application process and grant/prize cycle; (ii) serve as a resource and networking platform for innovators and entrepreneurs as well as means to connect them to other program projects and/or capacity building opportunities; (iii) allow for the electronic/automated submission of grant/prize applications; and (iv) serve as the repository of the applications and subsequent grant agreements and prize awards. **The Applicant will develop a platform that includes, at a minimum, backend storage and other functionalities for the electronic and automated submission and storage of all application, the electronic and automated initial screening of such applications, and password protected access to applications by the AOR, PM and Technical Advisory Committee for evaluation purposes.**

The platform will be open source, similar to CiviGrant²⁶ (<http://book.civCRM.org/user/current/grants/what-is-civigrant/>) which is part of a set of open-source software tools, and preferably another open-source application management system.

²⁵ Refer to Section V – Deliverables for approximate deadlines for the submission and completion of each deliverable.

²⁶ This is not an endorsement of CiviGrant – it is simply an example of an open source platform that is similar to what is being requested under this task. Ultimately, MCC and PEPFAR seek to design, develop and establish a platform and tools that will be made available and used to other grant management organizations, in East Africa and globally.

The online component of the platform should be simple and straightforward to navigate so as to be accessible and understandable to the maximum number of potentially interested applicants. Of note that this project seeks to reach innovators and entrepreneurs in local contexts, where internet access is more difficult, slower or simply not available. Consequently, as part of this task or the outreach proposed in Task 4, the Applicant should consider how to design the site considering typical internet download speeds - and additional ways and technological bridges (e.g. to 2G cellular technology through SMS-based notices, etc.) to encourage those that may not usually have access to the internet to apply. Notwithstanding, at a minimum the online platform should include the following:

- i. An introductory page, including major announcements, links on (i) how to enter the Country Data for Local Impact Innovation Challenge; (ii) on the contests (i.e., grant windows and grant/prize themes), and (iii) contact information for technical questions and/or general questions about this Challenge;
- ii. A page on how to enter the Country Data for Local Impact Innovation Challenge (i.e., official rules and eligibility requirements for this Challenge, eligible and ineligible activities, allowable and unallowable grant/prize costs, and grant/prize currency and sizes, etc.);
- iii. A page on how to follow the contest (i.e., grant/prize windows, grant/prize themes, the grant cycle and status updates), including the electronic/automated submission of prize and grant applications;
- iv. A page that lists the Country Data for Local Impact Innovation Challenge's evaluation and selection process;
- v. A page dedicated to networking among the Country Data for Local Impact Innovation Challenge's winners; and
- vi. A page with frequently asked questions (FAQs).

The Applicant should develop the platform and tools as “open” and public. In collaboration with the Tanzania Commission for Science and Technology (COSTECH)²⁷, for example, the Applicant could make tools for innovation grants/prizes open and thus generally more available for all grantors in Tanzania and the Eastern Africa region. The design(s) for the platform, including its functionalities, will be submitted to, and discussed with, the AOR, PM and Technical Advisory Committee. Based on their feedback, the Applicant will finalize the designs and develop the platform.

Deliverables under Task 3:²⁸ (i) Draft and final designs for the MCC-PEPFAR Innovative Grant Challenge Program” platform; and (ii) adopted or adapted open-source grant/prize online accessible grant/prize manual management (platform) system.

Target Results/Expectations:

- Data for Local Impact Online Platform and back-end capabilities are stood up and tested well in advance of planned grant/prize windows;
- The site is simple to navigate, use, referred to by the sites of other key stakeholders and its usage is tracked.

²⁷ This is not an endorsement of COSTECH, but simply an example. For more information, refer to the following website: <http://www.costech.or.tz/>

²⁸ Refer to Section V – Deliverables for approximate deadlines for the submission and completion of each deliverable.

- Ideally, the site would be operational at typical internet download speed and could send automatic notifications (e.g. cellular SMS notifications) to key locally-based stakeholders to announce calls for applications or other important milestones.

Assumptions: Below are some of the assumptions for the Applicant to consider when developing their applications:

- The adopted or adapted open-source grant/prize online accessible grant/prize manual management (platform) system should be viewable in English and in Swahili.

Task 4: Undertake Communications, Outreach and Grantee Community Building

The Applicant will develop a **draft plan for communications, outreach and grantee community building** in order to promote broad awareness of the Country Data for Local Impact Innovation Challenge – and connect potential innovators and entrepreneurs to each other, to other Program projects and capacity building opportunities prior to and after the funding windows. The communications and outreach plan will be succinct but include the Applicant’s strategy for leveraging the platform to create awareness of, and interest in applying to this Challenge. It will also specify how the Applicant will create further awareness of this Challenge via its networks (or those of the Technical Advisory Committee, other projects under this program as well the networks of the broader Global Data Partnership), use of social media, and word of mouth to identify and encourage applications by local and global technology partners, entrepreneurs, advocates, and south-to-south and regional collaborators that might be well-suited for this Challenge.

As noted in Task 3, it is possible that some of the local innovators and entrepreneurs and groups that could most benefit from this challenge, may not have access to the internet. Consequently, the outreach plan should propose strategies to reach these stakeholders through appropriate technologies (e.g. cell phone notifications, radio, etc.).

In addition, the Applicant will ensure that the draft and final communications and outreach plan, as well as its implementation, include actions and events to target women entrepreneurs, as well as other individuals and groups that represent the beneficiaries of the Innovation Challenge. This will be done in view of promoting the design and development of local solutions that address and mitigate the digital divide which results in the marginalization and exclusion of women and vulnerable communities who have the greatest need for data and evidence-based (social development) programs.

Finally, as part of the Communications, Outreach and Grantee Community Building Plan, the Applicant will organize and publicize up to two (02) gatherings (about 30-50 people) which could serve either to announce competition winners and/or showcase their achievements. These events will promote a strong link to local government and civil society stakeholders to ensure overall awareness of, participation in, and buy-in into this Challenge. The events could be organized as part of larger planned external venues (e.g. part of the African Open Data Conference, the Global Forum on Sustainable Development Data in 2016 or other appropriate venue); or, could simply be organized separately as smaller gatherings in the Tanzania Co-Lab space.

The draft communications and outreach plan will be submitted to, and discussed with, the AOR, PM and the Technical Advisory Committee. Based on their feedback, the Applicant will **finalize the plan** and **implement** it for the duration of the agreement.

Deliverables under Task 4:²⁹ (i) Draft and Final Communications, Outreach and Grantee Community Building Plan, including an application for how to reach and surface potentially encourage networking among grant/prize winners/innovators; and (ii) Annual gathering to announce competition winners and/or showcase their achievements.

Target Results / Expectations:

- The outreach strategy leverages the online platform, social media tools and is connected to and leverages the Applicant's own network, the networks of the other projects under this program (e.g. the lab), local networks, and the broader regional and international networks;
- Broad and increasing knowledge and understanding of the Data for Local Impact Challenge among key stakeholders in countries of operations as measured by increasing visit to the online platform, inquiries and number of applicants during each window.
- Two successful side events or smaller stand-alone gatherings of up to 50 participants to announce grant/prize winners; show case the work of successful grantees or contribute to grantee networking.

Assumptions: Below are some of the assumptions for the Applicant to consider when developing their applications:

- All deliverables will be submitted in English, in electronic format, preferably Microsoft Word.
- The Applicant should assume that the above-referenced "gatherings" will be one (01) day long and include up to fifty (50) people (grantees and other stakeholders) will take place in Dar-Es-Salaam, Tanzania or Nairobi, Kenya.
- The Applicant should assume that it may need to cover the cost of travel of up to fifteen (15) individuals who might need stipends to participate in each of these two (02) possible gatherings.
- While it is anticipated that this gathering could leverage existing collaborative spaces (e.g. the Tanzania Co-Lab), the Applicant should include in their budget funds to cover reasonable costs associated with such a "side" event.
- The Applicant will be expected to manage additional outreach through social media platforms, to include Facebook, Twitter, and other applicable free services.

Task 5: Manage the call for applications process, including the selection of the highest-ranked technical prize and grant applicants

Currently, two (02) or three (03) grant/prize windows per year (i.e., one (01) window every four (04) or six (06) months) are envisioned during the Period of Performance, each possibly including three (03) to five (05) themes. As stated under Task 2, three (03) months prior to each grant/prize window, the Applicant, based on different factors, and with input from key stakeholders and in consultation with the Technical Advisory Committee, will manage a process

²⁹ Refer to Section V – Deliverables for approximate deadlines for the submission and completion of each deliverable.

of proposing and vetting and deciding on specific themes for the Innovation Challenge. Upon approval by the AOR, PM and Technical Advisory Committee of the written, proposed themes, the Applicant will launch a **Call for Applications for grant/prize windows** on its Platform, every four to six months (grant cycle). The Applicant will use the Platform's backend functionalities to undertake an **initial screening** of applications. Based upon the process and evaluation criteria stipulated in the Subgrants/Prizes Operations Manual, the Applicant will review and **evaluate** the screened applications, and submit a short-list of applications, actual applications and **recommendations for award** to the AOR, PM and Technical Advisory Committee.

During this entire process, the Applicant will ensure that the proposal screening and evaluations are conducted in a fair, equitable, and timely manner. The Applicant, AOR, PM and Technical Advisory Committee will evaluate and/or review applications in accordance with the evaluation criteria set forth in the Subgrants/Prizes Operations Manual. The Applicant will work with the Technical Advisory Committee to prepare recommendations for awards, including proposed funding proportions based on the criteria in the Subgrants/Prizes Operations Manual. Final approval will rest with PEPFAR and MCC. The Applicant will also submit draft grant agreements and prize awards, announce the grant/prize awards on the Platform and contact the grantees to inform them of their awards.

Deliverables under Task 5:³⁰ (i) Call for Applications for two (02) to three (03) grant/prize windows per year; (ii) results of initial screening of applications; (iii) short-list of applications; (iv) a recommendations report for awards, including proposed funding proportions based on the criteria in the Subgrants/Prizes Operations Manual; and (v) draft grant agreements and prize award documentation.

Target Results/Expectations:

- Launch of a first call for applications in May 2016 and subsequent calls, at a minimum every six (06) months, possibly increasing to every four (04) months if the process is optimized and successful;
- A reasonable number of applications for each agree-upon theme during each window;
- The number of applications increasing with each grant window / cycle;
- Efficient and effective management of the grant selection and award process.

Assumptions: Below are some of the assumptions for the Applicant to consider when developing their applications:

- Coordination during the proposal screening, short-list and final award recommendations will leverage the online Platform developed for this purpose.

Task 6: Administration, Mentoring and Monitoring

The Applicant will **administer and monitor** the awarded grants/prizes, on the basis of the Subgrants/Prizes Operations Manual, namely on the basis of its section (iii) Grant/Prize Process Management Structure and section (iv) Financial Management, and in conformity with MCC's

³⁰ Refer to Section V – Deliverables for approximate deadlines for the submission and completion of each deliverable.

Grants and Cooperative Agreement Manual. In so doing, the Applicant will: (i) undertake directly the initial and subsequent disbursement(s)/transfer(s) of funds to grantees³¹, per the process set forth in the Subgrants/Prizes Operations Manual; (ii) review of the grantees' deliverables or milestones which will be set forth in the grant agreements and prize award documentation (e.g., draft and final designs of innovative solutions and developed technological solutions); and (iii) track milestones and financial expenditures. The Applicant will summarize the status of grants administration and prize awards in the **bi-weekly status reports** (referenced under Tasks 1 and 3). If applicable, the Applicant will make **recommendations on any necessary corrective actions and/or amendments to grant agreements and prize award documentation**, for the AOR, PM and the Technical Advisory Committee's review and approval.

The Applicant will also provide support to the prize and grant winners, either directly, by connecting them to other Program projects' capacity building activities (e.g. to training offered by the Co-Lab such as data visualization and/or design thinking), and/or through subcontracts with subject matter experts who could serve as mentors, particularly in areas of monitoring and evaluation, gender, financial management and information and communications technology. The Applicant, in consultation with the AOR, PM, and Technical Advisory Committee, will develop and implement an evolving **mentoring /capacity building plan** – and refine this component with every Challenge funding window.

In addition to reviewing the bi-weekly status report and recommendation reports on corrective actions (where relevant), the AOR, PM and Technical Advisory Committee will play an active oversight role by reviewing financial records, conducting ad hoc review of disbursements, and reviewing the designs and other deliverables of the grant/prize winners.

Deliverables under Task 6:³² (i) Bi-weekly status reports on the administration of the grants and administration of prizes (as part of the bi-weekly status reports referenced under Task 1); (ii) draft and final mentoring program plan; (iii) implement a mentoring program of prize and grant winners; and (iv) recommendation reports on any necessary corrective actions and/or amendments to grant agreements (if relevant).

Target results/Expectations:

- At any point in time, information available on the number of active grantees and prize winners, status of their work;
- The grant/prizes are distributed to grant/prize winners within no more than 30 business days of announcing the winner(s);
- Active support (training and mentoring) to and engagement of grantees and prize winners for continued impact and, if possible, connectivity to and involvement in other program projects; and
- Repeat applicants or former applicants connecting with each other and contributing additional ideas / solutions, beta testing and/or scale-ups.

³¹ We anticipate that the Applicant will directly manage the funds and disbursements to the grant winners without going through the Interior Business Center (IBC).

³² Refer to Section V – Deliverables for approximate deadlines for the submission and completion of each deliverable.

Assumptions: Below are some of the assumptions for the Applicant to consider when developing their applications:

- All deliverables will be submitted in English, in electronic format, preferably Microsoft Word.

Task 7: Monitoring & Evaluation, Annual Review, and Lessons Learned

Throughout implementation, the Applicant will submit, along with their bi-weekly status reports, updated data on progress towards the performance indicators included in the Subgrants/Prizes Operations Manual, as agreed upon with MCC. Performance indicators must include process, output, and outcome indicators, in consistency with the program logic. At a minimum, these indicators will include the following process and output indicators:

- Number and value of grants/prizes received (by window and theme)
- Number and value of grants/prizes awarded (by window and theme)
- Number and value of grants/prizes disbursed (by window and /theme)

However, as noted in Annex I (and also described below), MCC is likely going to implement an iterative approach to the impact evaluation process, seeking to both help refine the overall program and its projects during implementation – and to work with the Applicant to identify and solicit reporting on short and mid-term outcome indicators such as for example: Number of potential applications as solutions to local priorities, programmatic needs and/or DREAMS; Increased levels of technical capacity of innovators engaged, etc.

The Applicant will **document in a report (i) the Data for Local Impact Innovation Challenge achievements, (ii) the lessons learned** from the Innovation Grant/Prize Challenge Program, and (iii) **opportunities to improve and/or scale-up** successful innovative ideas and technological solutions. Findings in this report will be considerable contributions to the MCC-PEPFAR partnership’s learning field. During an internal Annual Review **meeting** (most likely in Tanzania or Kenya), the Applicant will present the findings of the **draft report** and will subsequently submit a **final report** that addressed comments received during the Annual Review meeting.

In accordance with MCC’s Monitoring and Evaluation (M&E) Policy, MCC will hire evaluation firm(s) to conduct evaluation(s) of Program activities, including the Tanzania Data Collaborative. Two evaluation components are currently being contemplated by MCC (as described in more detail in Annex I). The first component would be a traditional summative-style evaluation in which an independent evaluator will be hired directly by MCC to conduct an overall evaluation of the entire program. The second component would be to conduct an integrated formative-style evaluation in which the evaluator is integrated alongside the implementation teams, helping provide insights on the direction that the Project should take, a style of evaluation that is well suited to the experimental approach proposed for this program. In both the integrated and independent types of evaluation, the Evaluators rely on the participation and collaboration of implementing partners. Thus, the Applicant shall collaborate with the Evaluators as needed, including, but not limited to, providing input on indicators of choice and data on Program activities and grantees, participation in surveys, interviews, and discussions, and participating in on-going reviews of Program status and achievements.

Deliverables under Task 7:³³ (i) updated Performance Indicator data, alongside bi-weekly status reports; (ii) short draft and final reports that documents the Data for Local Impact Innovation Challenge’s achievements (i.e. successful grantees and their achievements), the lessons learned from administering the grants/prizes, and opportunities to improve and/or scale-up the process during the subsequent year; and (iii) a PowerPoint presentation highlighting report findings for use at the Annual Review meeting.

Target Results/Expectations:

- Applicant appropriately noting, documenting, internalizing and using lessons learned to optimize Innovation Challenge;
- Active collaboration with the project and program evaluator(s), including input on possible indicators and necessary project adjustments to optimize desired outputs and possible outcomes.

Assumptions: Below are some of the assumptions for the Applicant to consider when developing their applications:

- The annual review meeting should, include all key personnel.
- It is anticipated that the annual meeting may require up to 2 days and will likely take place in Dar-es-Salaam, Tanzania or Nairobi, Kenya.
- Assume all travel in coach class.
- All deliverables will be submitted in English and in electronic format.

V. PROGRAM OUTCOMES/DELIVERABLES

All of the work under this assignment will be completed to satisfaction of the AOR, PM and MCC-PEPFAR Data Collaboratives for Local Impact team. As needed, the Applicant will also be available to MCC in an advisory role to apply their expertise and provide requested feedback on specific issues as they arise, within the scope of this PD. All written deliverables will be submitted in English, and some (e.g. materials to be included online, prize awards or grant agreements with grantees) may also be necessary in Swahili.

During the Period of Performance, the Applicant will provide the following deliverables with deadlines as described in the table below. Target results, expectations and key milestones associated with these tasks were also described in Section IV, Subsection B:

Tasks	Deliverables	Target Timeline
Task 1: Hold a Kickoff meeting, submit an Inception Report, Workplan and Status Reports, and attend Coordination Meetings	1. Kickoff meeting agenda	10 calendar days after signature of the cooperative agreement
	2. Inception report that details the updated methodology for designing and administering	15 calendar days after signature of the cooperative agreement

³³ Refer to Section V – Deliverables for approximate deadlines for the submission and completion of each deliverable.

Tasks	Deliverables	Target Timeline
	the Data for Local Impact Innovation Challenge, management and technical support to be used to meet the PD's requirements;	
	3. Draft workplan detailing the timeframe and methodology to meet all the PD's requirements, including a mechanism for assuring quality control.	15 calendar days after signature of the cooperative agreement
	4. Final workplan detailing the timeframe and methodology to meet all the PD's requirements), including a mechanism for assuring quality control	5 calendar days after receipt of AOR and PM's comments on the draft workplan
	5. Status Reports	Bi-Weekly
	6. Quarterly updates to the workplan (if needed)	Every 3 months after approval of the final workplan (see deliverable 4)
Task 2: Finalize Project Design including the Challenge's Eligibility Criteria, Themes, and a Subgrants/Prizes Operations Manual and Platform, in coordination with MCC and PEPFAR	7. Draft rules and eligibility requirements for this Data for Local Impact Innovation Challenge	Within 10 calendar days after the Kickoff Meeting
	8. Final rules and eligibility requirements for this Innovation Challenge	Within 15 calendar days after the Kickoff Meeting
	9. Draft investment themes for <u>the first</u> window/ call for applications for the Innovation Challenge	Within 20 calendar days after the Kickoff Meeting
	10. Draft Subgrants/Prizes Operations Manual	Within 30 calendar days after the Kickoff Meeting
	11. Final investment themes for <u>the first call</u> for applications for the Innovation Challenge	Within 5 calendar days after submitting the Draft Subgrants/Prizes Operations Manual
	12. Draft methodology and Application forms for the prize and grant windows/calls for applications	Within 30 calendar days after the Kickoff Meeting

Tasks	Deliverables	Target Timeline
	13. Final methodology and Application forms for the prize and grant windows/calls for applications	Within 45 calendar days after the Kickoff Meeting
	14. Final Subgrants/Prizes Operations Manual	Within 45 calendar days after the Kickoff Meeting
	15. Draft investment themes for subsequent windows/calls for proposal for the Innovation Challenge	Three (03) to four (04) months prior to each grant/prize window
	16. Final investment themes for <u>the</u> subsequent windows/calls for applications for the Innovation Challenge	Within 5 calendar days after receiving input from the AOR, PM and the Technical Advisory Committee
Task 3: Establish an Innovation Challenge Platform and Online Presence	17. Draft designs for the MCC-PEPFAR Innovative Grant Challenge Program” open-sourced platform	Within 10 calendar days after the Kickoff Meeting
	18. Final designs for the MCC-PEPFAR Innovative Grant Challenge Program” open sourced platform	Within 15 calendar days after the Kickoff Meeting
	19. Adopted or adapted open-source grant/prize online accessible grant/prize manual management (platform) system.	Within 45 calendar days after the Kickoff Meeting
Task 4: Undertake Communications, Outreach and Grantee Community Building	20. Draft Communications, Outreach and Grantee Community Building Plan, including a proposal for how to encourage networking among grant/prize winners/innovators	Within 15 calendar days after the Kickoff Meeting
	21. Final Communications, Outreach and Grantee Community Building, including a proposal for how to encourage networking among grant/prize winners/innovators	Within 30 calendar days after the Kickoff Meeting
	22. Annual gathering, that would include up to fifty (50) people (grantees and other stakeholders), to announce competition winners and/or	Annually at a date/time agreed upon with the AOR and PM

Tasks	Deliverables	Target Timeline
	showcase their achievements (in Dar-es-Salaam, Tanzania or Nairobi, Kenya)	
Task 5: Manage the call for applications process, including the selection of the highest-ranked technical prize and grant applicants	23. Call for Applications for grant/prize windows	First within 75 calendar days after the Kickoff Meeting
	24. Results of initial screening of applications	Within 10 calendar days after the close of any window
	25. Short-list of applications	Within 20 calendar days after the close of any funding window
	26. Recommendations report for awards, including proposed funding proportions based on the criteria in the Subgrants/Prizes Operations Manual	Within 30 calendar days after the close of any funding window
	27. Draft grant agreements and prize award documentation	Within 15 calendar days after winners' selection
Task 6: Administer and Monitor Grant and Mentor Grantees	28. Bi-Weekly status reports on the administration of the grants/prizes (as part of the bi-weekly status reports referenced under Task 1)	Bi-Weekly for all active grants/prizes
	29. Draft capacity building plan aimed at the prize and grant winners	Within 30 calendar days after the Kickoff Meeting
	30. Final capacity building plan aimed at the prize and grant winners	Within 45 calendar days after the Kickoff Meeting
	31. Implemented capacity building of prize and grant winners	Ongoing, starting 45 calendar days after the Kickoff Meeting
	32. Recommendation reports on any necessary corrective actions and/or amendments to grant agreements (if relevant)	Within 7 calendar days of any event requiring action
Task 7: Annual Review, Lessons learned and M&E Coordination	33. Draft report that documents the Data for Local Impact Innovation Challenge's achievements (i.e. successful grantees and their achievements), the lessons	Within 15 calendar days prior to agreed-upon date for the Annual Review meeting

Tasks	Deliverables	Target Timeline
	learned from administering the grants/prizes, and opportunities to improve and/or scale-up the process during the subsequent year	
	34. Updated performance indicator data	Included in bi-weekly reports
	35. PowerPoint presentation that highlights the report's findings	Within 15 calendar days prior to agreed-upon date for the Annual Review meeting
	36. Final report that documents the Data for Local Impact Innovation Challenge's achievements (i.e. successful grantees and their achievements), the lessons learned from administering the grants/prizes, and opportunities to improve and/or scale-up the process during the subsequent year	Within 15 calendar days after the Annual Review meeting

VI. PERIOD OF PERFORMANCE AND KEY MILESTONES

The MCC-PEPFAR Memorandum of Agreement (MOA) with MCC was signed in April 2015, and is currently scheduled to end in April 2018. The cooperative agreement's duration for this scope will be governed by this MOA. The Applicant should conceptualize this Project from that perspective, noting that all tasks must be completed prior to the end date of the MCC-PEPFAR MOA. The following target milestones should be taken into account when drafting the proposal and workplan.

<i>Notional Internal Milestones</i>		
2016	January	Cooperative agreement award and kickoff Meeting
	March	Finalized Subgrants/Prizes Operations Manual
	March	Completed online platform
	May	Launch first competition window
	October	Launch second competition window
	December	Annual Program Review
2017	April	Launch 3 rd competition window
	October	Launch final competition
	October	Begin overall project and program evaluation

2018	April	Implementation of sustainability plan
------	-------	---------------------------------------

Furthermore, there are a number of events and international milestones which should be leveraged in support of the Project. In particular, the Applicant should be aware of items related to the International Open Data Conference, Africa Open Data Conference, Open Government Partnership, and the Global Partnership for Sustainable Development Data, amongst others.

<i>Notional External Milestones</i>		
2016	September	Africa Open Data Conference
	September/October	World Forum on Sustainable Development Data
	October	International Open Data Conference
	October	Open Government Partnership

VII. KEY PERSONNEL

The Applicant is expected to propose **a minimum of** four (04) full time Key Personnel positions that show the breadth and depth of technical expertise and management experience needed to oversee and meet this PD's requirements (for example program/project management experience, fiscal/financial management, capacity building, social innovation/outreach/ICT specialist). The Applicant should ensure that the actual number of key personnel proposed is based on a thorough understanding of, and ability to meet, this PD's requirements as detailed in Section IV.

Additional key personnel may be proposed (if necessary), as well as complementary and/or part-time personnel and/or subcontractors (when appropriate) with specific and necessary subject matter expertise to meet this PD's requirements (e.g. legal, gender specialist, etc.). MCC reserves the right to approve changes to the key personnel position(s).

After award of the cooperative agreement, the Applicant will not substitute any Key Personnel without prior consent of MCC's AOR and PM and a written permission of MCC's AO. Proposed substitutes should have comparable qualifications to those of the persons being replaced. The Contracting Officer will notify the Applicant within seven (07) working days after receipt of all required information of the consent on substitutes.

Key personnel should include at a minimum:

1. Project Manager
2. Subgrant/Prize Competition Manager
3. Outreach/Engagement/Mentoring Manager
4. Finance/Fiscal Manager

Professional Qualifications (Key Personnel)

- Advanced (Masters) degree is encouraged, but may be substituted for combination of relevant experience and/or education, in a field relevant to the position from an accredited university
- At least 10 years of experience relevant to the position

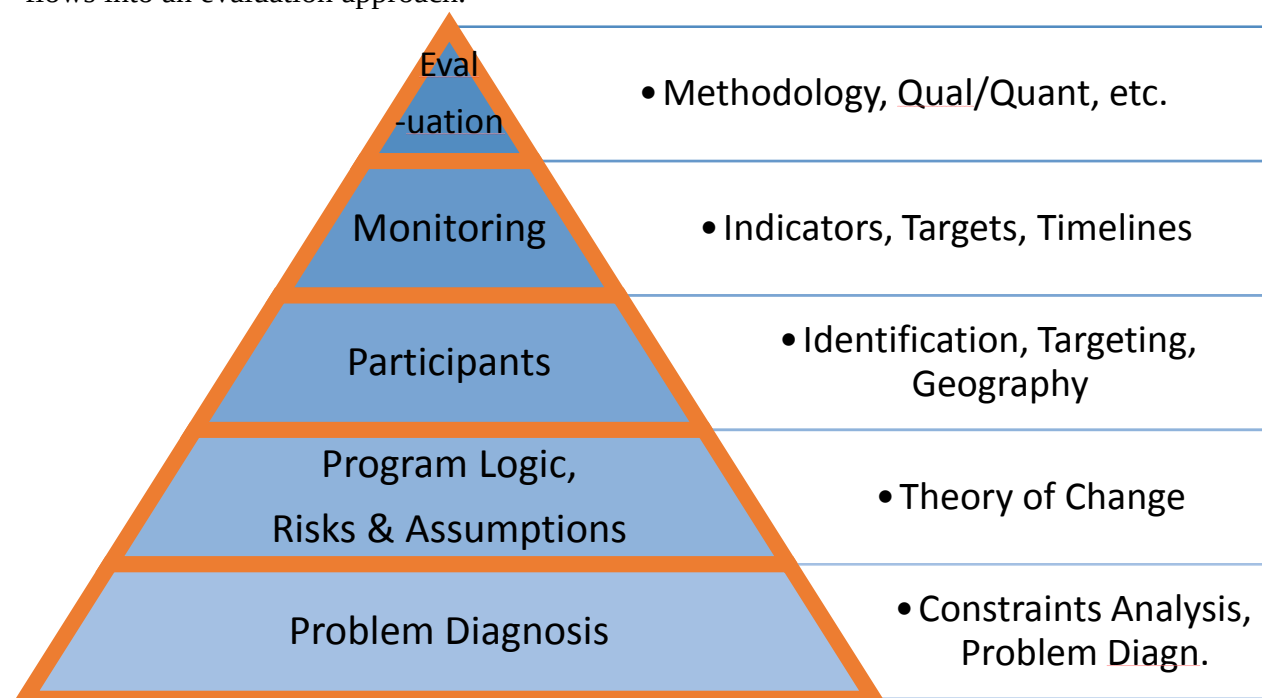
- Experience developing and implementing similar projects in East Africa for at least five (5) years
- Proven record of excellent management, leadership, and decision making skills
- Excellent English (oral and written) communications skills, fluent Swahili is desired
- Proven balanced skills set and ability to provide technical advice and collaborative work with the team of multidisciplinary and international experts
- Must have experience in the use of modern communications tools, internet, email, social media, and teleconferences.

Annex I –Monitoring & Evaluation Summary, Root-Cause Analysis, High-Level Program Logic and Illustrative Indicators

Monitoring and Evaluation Summary

Overview

A solid M&E framework is comprised of multiple components that explain the program and projects' context, provide the program/project rationale, and, based on an understanding of the project components, describe how the program/project will be monitored and evaluated. The primary components of an M&E system are depicted in the below pyramid. The foundation is formed by a solid understanding of the problem to be addressed and its root causes, which helps ensure that any interventions are focused on the most important causes so that change can be achieved. The program logic, along with its identification of key risks and assumptions is based on the previous problem analysis, which then informs the identification of target participants and beneficiaries. Based upon this information, a monitoring strategy can be identified, which then flows into an evaluation approach.



These five M&E components evolve, however, as the Program and projects evolve. As new Program components are introduced, or new participant groups are targeted, programmatic changes which should be based on the problem analysis and the program logic, updates can also be made to the monitoring and evaluation approach. Such is the case with the Data Collaboratives for Local Impact, which is designed to be a three-year experiment to test different types of investments which would contribute to the greater and more effective use of data for decision making. As different activities are tested and implemented, some will be scaled up while others

will be replaced. Thus, the M&E framework will evolve over time along with the Program, Project(s) and lessons-learned in the process.

Problem Diagnostic

MCC and PEPFAR have worked to ensure a solid basis and grounding for the planned initiatives. This was done over a period of 6 months of scoping which included rapid country data ecosystem assessments and consultation with more than 90 organizations based in the Eastern and Southern Africa, visits and meetings in Tanzania, Kenya, South Africa, Zambia and the United States. Though this process as well as their respective mission-specific and programmatic experience, MCC and PEPFAR have gained an understanding of the context and the key issues and constraints associated with country open data systems in these locations. The core understanding of the issues related to data use for decision making have been documented in the Detailed Problem Analysis included as Figure 1.

Program Logic

Based on the detailed problem analysis, the MCC and PEPFAR team has developed a draft program logic, based on the currently identified set of activities. However, as the Data Collaboratives for Local Impact will utilize an experimental approach, this program logic is expected to evolve over time as the understanding of the context and issues evolves and as new approaches are tested out. The current understanding of the program logic is shown on Figure 2.

Monitoring

The monitoring component builds on the defined program logic and the identification of beneficiaries through the identification of ways to measure progress against the expected outcomes. In many cases, monitoring takes the form of monitoring indicators, such as those tracked through MCC's quarterly Indicator Tracking Tables. It is typically preferable to monitor shorter-term outcomes and those outcomes that are likely to change over a relatively short period of time through monitoring methods while tracking longer-term outcomes that will take some time to be realized through evaluations.

Monitoring indicators should be directly linked to expected outcomes identified in the program logic. Because of this link, monitoring indicators can only be as well-defined as the underlying program logic and the identification of key participants. In the case of the Data Collaboratives for Local Impact, the experimental nature of the intervention necessitates a fluid understanding of the monitoring indicators. Though the expected long-term impacts are likely to remain the same, many of the shorter-term indicators (and expected outputs) are likely to shift as the Project shifts.

It is anticipated that the organizations responding to the NOFO associated with this PD will help define the final contents of the Project's design. Thus, these organizations will take part in forming the anticipated program logic and defining the final list of indicators. Though it is expected to change, a sample list of potential indicators is included in Figure 3.

Evaluation

Evaluation can play multiple roles within a project. The traditional role of an evaluation is that of a summative evaluation that examines the final roll out and effects of an intervention. This type of evaluation typically concludes at the end, or even after the end, of the project. At MCC, this type of evaluation is built into the mandating legislation, and is a strong component of MCC's accountability systems, offering the opportunity to measure long-term impacts and document lessons learned.

However, formative evaluations are another opportunity for significant learning and improvement before a project is complete. Whereas summative evaluations attempt to take an objective, often outsider view of a project's accomplishments, a formative evaluation is highly integrated into implementation. The evaluators typically work side by side with implementers, helping to analyze progress, particularly among shorter-term outcomes, to assess progress and steer change. In particular, a Developmental-style evaluation, which is a variation of formative evaluation, is designed for experimental approaches to complex issues.

In the case of the Data Collaboratives for Local Impact, a two-pronged approach may be warranted. Given the experimental nature of the intervention, a Developmental-style evaluation approach holds significant promise for helping to guide implementation and the testing of various approaches and activities. However, an external, summative-style evaluation also provides the analysis of longer-term outcomes, accountability, and ability to capture lessons learned. Though a final decision has not been made regarding the planned methodologies, a combined evaluation approach is likely.

Figure 1: Data Collaboratives for Local Impact – Detailed Problem Analysis

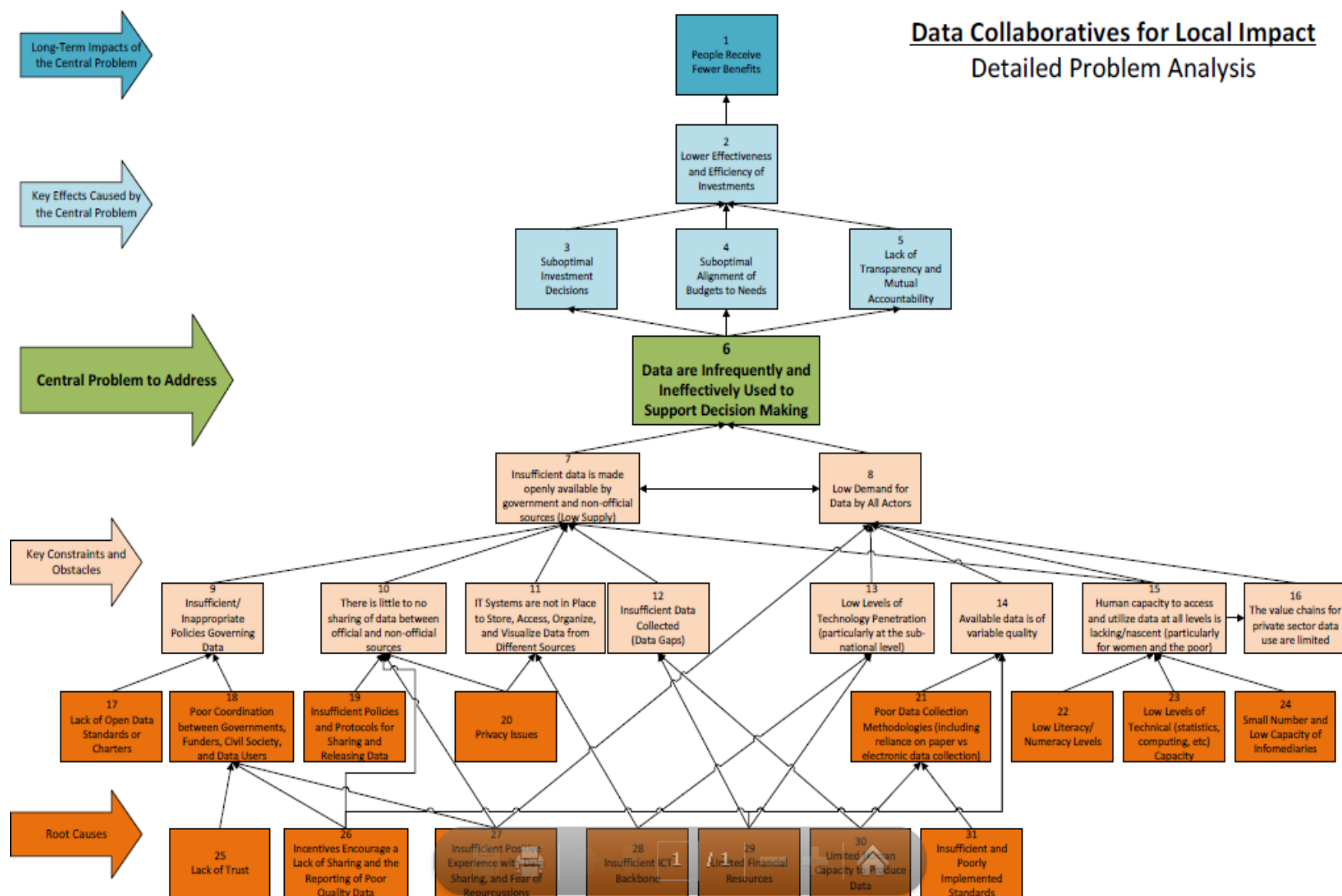


Figure 2: Data Collaboratives for Local Impact – Program Logic

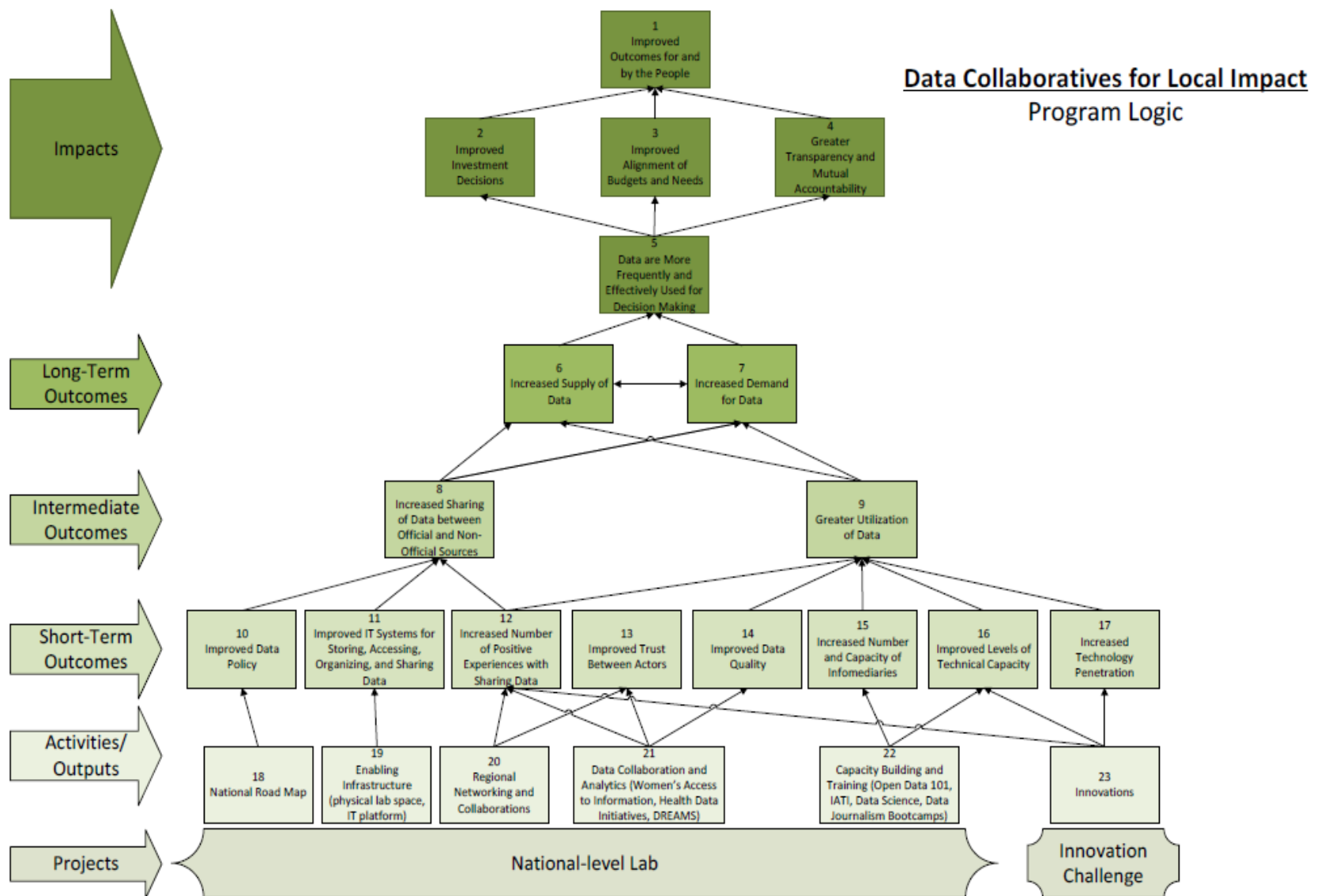


Figure 3: Illustrative List of Monitoring Indicators and Evaluation Research Questions

Data Collaboratives for Local Impact: Sample List of Monitoring Indicators and Evaluation Research Questions		
Outcome Level	Output/Outcome	Potential Indicators
Outputs (Estimated Timeline: At Completion of Implementation)	National Road Map	Adoption of a National Data Road Map
	Enabling Infrastructure (physical lab space, IT platform)	Physical Construction of the Lab Space
		Establishment/Functionality of the IT Platform
	Data Collaboration and Analytics	
	Regional Networking and Collaborations	
	Capacity Building and Training	# of Training Sessions Held
		# of People Trained
		# of Infomediaries Trained
	Innovation Challenge	# of Grants Awarded (disaggregated by type)
		Value of Grants Awarded
# of Prizes Awarded (disaggregated by type)		
Value of Prizes Awarded		
Short-Term Outcomes (Estimated Timeline from Completion: Early Adopters: 0-2 months; Average: 2-6 months)	Improved IT Systems for Storing, Accessing, Organizing, and Sharing Data	Usability of the Platform
		# of Functions/Uses of the Platform
	Increased Number of Positive Experiences with Sharing Data	# of People Participating in a Collaboration Event (Mash-ups, Hackathons, etc.)
		Satisfaction Ratings for Collaboration Events (Mash-ups, Hackathons, etc.)
	Increased Number and Capacity of Infomediaries	# of Active Infomediaries (needs a definition of "active")
	Improved Levels of Technical Capacity	# of People Putting their Training into Practice
		Change in pre/post test scores
Increased Technology Penetration		
Medium-Term Outcomes		# of Datasets Housed on the IT Platform

<u>Data Collaboratives for Local Impact: Sample List of Monitoring Indicators and Evaluation Research Questions</u>		
(Estimated Timeline from Completion: Early Adopters: 2 months -1 year; Average: 6 months-1.5 years)	Increased Sharing of Data between Official and Non-Official Sources	# of Organizations Adopting Open Data Policies
		# of Organizations/Entities Partnering with the Lab
	Greater Utilization of Data	# of Working Groups Using the Lab Space
		% of Available Lab Time Booked by Users
		# of Articles Published Using Data/Infographics
<u>Outcome Level</u>	<u>Outcome</u>	<u>Potential Evaluation Research Questions</u>
Long-Term Outcomes (Estimated Timeline from Completion: Early Adopters: 6 months-2 years; Average: 1 year-3 years)	Increased Supply of Data	How has the extent or ways in which government entities share their data changed as a result of the program?
		How has the extent or ways in which private entities (organizations, businesses, etc.) share their data changed as a result of the program?
		How and in what ways has the availability of data changed as a result of the program?
		Are there particular types of data for which the availability of data has particularly changed? If so, why did these types of data change in availability more so than other types of data as a result of the program?
	Increased Demand for Data	To what extent and what ways has the usage of data by private entities changed as a result of the program?
		To what extent and in what ways has the usage of data by public entities changed as a result of the program?
		How has the extent of usage of data by private citizens changed as a result of the program?
Impacts (Estimated Timeline from Completion: Early Adopters: 1 -3	Data are More Frequently and Effectively Used for Decision Making	To what extent and in what ways have organizations changed their decision making processes to

Data Collaboratives for Local Impact: Sample List of Monitoring Indicators and Evaluation Research Questions

years; Average: 2-4 years)		incorporate more data as a result of the program?
		To what extent and in what ways have individuals used data to support decision making as a result of the program?
		To what extent and in what ways have public entities changed their decision making processes to incorporate more data as a result of the program?
	Improved Investment Decisions	For those organizations, entities, and individuals who changed how they use data to support decision making, how has the quality of those decisions changed as a result of the program?
	Improved Alignment between Needs and Budgets	To what extent and in what ways has the alignment of needs and budgets (by government agencies as well as by donors) changed as a result of the program?
	Greater Transparency and Mutual Accountability	To what extent and in what ways has transparency in decision making for organizations, public entities, and individuals changed as a result of
	Improved Outcomes for and by the People	For those organizations, entities, and individuals who changed how they use data to support decision making, how have final outcomes at the local level changed as a result?

SECTION B. FEDERAL AWARD INFORMATION

1. ESTIMATED AMOUNT OF FUNDS AND NUMBER OF AWARDS

MCC estimates that the program amount of funding associated with the implementation of the Data for Local Impact Innovation Challenge Project as described in Section A.2 is approximately US\$1 million over a period of approximately 27 months. In addition, MCC plans to use the platform established as part of this cooperative agreement to disburse up to US\$3 million in sub-grants and prizes to sub-grantees and prize winners identified during the Project. However, it is possible that more additional funds could become available for additional sub-grants and prizes if the Project is successful during the project implementation.

In addition to the MCC funded amount, the Applicants are invited and encouraged to support this important work through their own contributions by providing cost share as described in Section C.2.

MCC intends to award a cooperative agreement(s) pursuant to this NOFO – and reserves the right to fund any or none of the applications submitted. The U.S. Government may make an award on the basis of initial applications received, without discussions or negotiations. Therefore each application must contain the applicant’s best technical and financial terms. The U.S. Government reserves the right (but is not under obligation) to conduct pre-application conferences for all interested Applicants, invite Applicants to make pre-award presentations in support of their applications, interview Applicants’ proposed key personnel members, and request from one or more applicants some clarifications, additional details or suggested refinements in the project description, budget, or other aspects of the application(s).

2. APPLICATION PROCESS

MCC will issue a cooperative agreement as the successful result of a two-step process review:

- 1) **Phase I** – Pre-qualification Concept Paper submission phase, which will be open to all applicants and requires submittal of materials referred to as a concept paper and appendix, but generally intended to understand the nature of the Applicants’ organization (or consortia interested in the opportunity), the Applicants’ relevant experience, past performance, demonstrated local content strategy to adequately manage and implement the project with high quality and credibility including successful dialogue with country officials and key stakeholders; and
- 2) **Phase II** - Full application submission phase, which will be open only to Applicants successfully selected through the Phase I process and invited by MCC to submit full applications. This phase will involve submitting a full application that details (i) professional qualifications of the Applicant’s proposed team and consortium sub-grantees/subcontractors, (ii) technical, management and institutional capability including a proposed draft workplan, (iii) demonstrated gender and social inclusion, and (iv) all other details needed to select the best possible partner to implement the Project.

MCC reserves the right to award none, one, or multiple cooperative agreements as a result of its review of the concept papers and subsequent full applications. MCC also reserves the right to (but is not under obligation to do so), to conduct pre-application conferences for all interested applicants; conduct oral presentations and interview with Key Personnel with apparent successful applicant(s), at the discretion of the Agreement Officer. If determined necessary, the apparent successful Applicant(s), will be notified accordingly and invited to present to MCC, likely at a designated location in either Tanzania or Kenya.

For more information on the application process, evaluation criteria and instructions, please refer to section D below.

3. PURPOSE OF AWARD

The principal purpose of the relationship with the Recipient under this Cooperative Agreement is to transfer funds to accomplish a public purpose of finalizing Project design and implementing the Data Collaboratives for Local Impact Project activities as described in Section A.2. Specifically, the Cooperative Agreement is designed to accomplish:

- 1) Implement the Project;
- 2) Establish an Innovation Challenge flexible online and operations platform that will be used to launch two (02) or three (03) grant and/or success-contingent awards (henceforward referred to as “prizes”³⁴) challenge windows³⁵ per year, in a variety of themes, and open only to local groups, collaborations and/or organizations. It will aim to strategically surface, engage, support, and connect local innovators, entrepreneurs, advocates, and south-to-south collaborators, to unlock datasets, as well as to fill data gaps to strengthen the overall data ecosystem while also responding to local, subnational and national priorities as well as the select requirements of the broader Data Collaboratives for Local Impact Program and other connected endeavors;
- 3) Support communications, outreach and grantee community and capacity building;
- 4) Manage the call for grantee application process;
- 5) Ensure effective administration, mentoring and monitoring of prize awardees and grantees; and
- 6) Document the Data for Local Impact Innovation Challenge’s achievements, lessons learned and opportunities, and collaborate with an M&E Contractor to evaluate the success of the Program.

The successful Recipient will be responsible for ensuring the achievement of the Project’s tasks and the efficient and effective administration of the award through the application of sound management practices. The Recipient will assume responsibility for administering USG funds in a manner consistent with underlying agreements, activity objectives, and the terms and conditions of the USG 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

³⁴ A prize is a success-contingent financial award given to address an immediate problem or need.

³⁵ The actual number of windows and their frequency will be determined in a Subgrants/Prizes Operations Manual that will be developed by the Applicant to whom a Cooperative Agreement will be awarded (for more details, see Task 2, within Section IV.B).

management techniques may be necessary in order to assure proper and efficient administration of the resulting award.

4. PERIOD OF PERFORMANCE AND START DATE

The period of performance anticipated herein is the date of MCC's Agreement Officer's signature of the award. The entire period of performance is anticipated to be up to approximately 27 months from the effective date of the award through April 2018.

5. SUBSTANTIAL INVOLVEMENT

According to MCC's Grants and Cooperative Agreements Manual, MCC will be substantially involved in the implementation of this Cooperative Agreement as described below:

- 1. Approval of the Recipient's Implementation Plans.** MCC will approve the annual budget, project monitoring and evaluation reports in accordance with 2 CFR 200.327, annual work plans, performance indicator data reports; monthly travel (domestic and international if needed); all other relevant outcomes/deliverables as noted in Section V of the Project Description; and planned and actual expenditures under the award in accordance with 2 CFR 200.328.
- 2. Approval of Key Personnel.**
- 3. Monthly or Quarterly Advance and Disbursement Requests.** It is anticipated that the Recipient of the Cooperative Agreement would be able to request monthly advances and disbursement requests for review and approval by MCC and to serve as funds needed in the implementation of the Project.
- 4. Approval of Sub awards.** MCC will approve SubGrants/Prizes manual, process structure, mentoring capacity building plan – and will also, along with its funding partner (PEPFAR), approve proposed sub-grantees and prize winners.
- 5. Agency (MCC and PEPFAR) and Recipient Collaboration or Joint Participation.** All other aspects of the agreed-upon workplan, and notably:
 - a. Collaborative involvement in selection of technical advisory committee members. MCC together with the other members will participate as member in the committee. Technical advisory committees will only deal with technical or programmatic issues, and not routine administrative matters.
 - b. Concurrence on the substantive provisions of the sub-grants together with technical advisory.
 - c. Approval of the Recipient's monitoring and evaluation plans.
 - d. MCC monitoring to permit specific direction or redirection because of interrelationships with other projects (i.e., other projects under the same Collaboratives Umbrella Program).
 - e. MCC authority to immediately halt a construction activity (if applicable).

6. SUBGRANTS/PRIZES AND MANUAL

The total value of funds currently expected to be awarded through a combination of small, medium and large subgrants/prizes would be the equivalent of up to three million (US\$3,000,000) dollars. As noted in the Project Description (Section A.2), a key deliverable during the 30 days after the Project kick-off will be the draft Subgrant/Prizes Operations Manual together with the draft methodology and application forms for the subgrant/prize windows.

MCC currently envisions two (02) to three (03) grant/prize windows per calendar year, during the term of the Cooperative Agreement. The actual number of windows and their frequency will be determined in a Subgrants/Prizes Operations Manual that will be developed by the successful Applicant. The sizes of grants are expected (but this will depend on the final agreed-upon Manual) to fit into three categories: small – up to US\$25,000, medium – from US\$25,000 to 75,000 and large from 75,000 up to US\$100,000.

Awarded subgrants/prizes will be issued in accordance with 2 CFR 200.330-332 and will include, but not limited to:

1. Fixed amount subgrants up to the simplified acquisition threshold (currently US\$150,000);
2. Simplified grants;
3. Regular subgrants per 2 CFR 200.92 that will include prizes (success-contingent financial subgrants given to address an immediate problem or need specified during the program implementation).

The final selection of potential subawards types will be made in the Grants/Prizes Manual and may be adjusted during the program implementation.

SECTION C. ELIGIBILITY INFORMATION

1. ELIGIBLE APPLICANTS

To be eligible for award of this Cooperative Agreement, an organization must be a Non-USG Federal Entity per 2 CFR 200.69 (*Non-Federal entity means a state, local government, Indian tribe, institution of higher education (IHE), or nonprofit organization that carries out a Federal award as a recipient or sub-recipient*) and a Foreign Organization (referred to as non-U.S. NGOs) – either non-profit or for profit organizations not affiliated with a foreign government that meet the definition in 2 CFR 200.47, legally registered to operate in Tanzania and/or Kenya.

2 CFR 200.47 Foreign Organization states: Foreign organization means an entity that is:

- (a) A public or private organization located in a country other than the United States and its territories that is subject to the laws of the country in which it is located, irrespective of the citizenship of project staff or place of performance;*
- (b) A private nongovernmental organization located in a country other than the United States that solicits and receives cash contributions from the general public;*
- (c) A charitable organization located in a country other than the United States that is nonprofit and tax exempt under the laws of its country of domicile and operation, and is not a university, college, accredited degree-granting institution of education, private foundation, hospital, organization engaged exclusively in research or scientific activities, church, synagogue, mosque or other similar entities organized primarily for religious purposes; or*
- (d) An organization located in a country other than the United States not recognized as a Foreign Public Entity.*

MCC strongly encourages local Applicants to maximize local (Tanzanian) knowledge and content. However, where necessary and to meet the technical objectives, Applicants are also encouraged to develop teaming consortiums with regional or global, including US-based Organizations.

Each Applicant must be found to be a responsible entity before receiving an award by the Agreement Officer. The Agreement Officer may determine if a pre-award survey is required for a successful applicant. Applicants must have established financial management, monitoring and evaluation, internal control systems, and policies and procedures that comply with established U.S. Government standards, laws, and regulations. The successful applicant(s) will be subject to a responsibility determination completed by the AO.

All Applicants should be legally registered to operate in Tanzania and/or Kenya, based in East Africa, and have offices in one of these two countries. Work under this Cooperative Agreement will be completed at the Applicant's office(s) or other location as determined by the Applicant.

A "regional organization or organization" must:

- Be organized in accordance with the laws of the country or countries within which it operates;
- Have its principal place of business within a country or countries in the East Africa region and a functioning office in Tanzania and/or Kenya;

- Be majority owned by individuals who are citizens or lawful permanent residents of a country or countries in East Africa or be managed by a governing body, the majority of whom are citizens or lawful permanent residents of a country or countries in East Africa;
- Not be controlled by a foreign entity or by an individual or individuals who are not citizens or permanent residents of a country or countries in East Africa.

The term "controlled by" as set forth in the fourth bullet above, means a majority ownership or beneficiary interest as defined in the third bullet above, or the power, either directly or indirectly, whether exercised or exercisable, to control the election, appointment, or tenure of the organization's managers or a majority of the organization's governing body by any means (e.g. ownership, contract/cooperative agreement, or operation of law).

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.

Applications will not be accepted from individuals.

Pursuant to Code of Federal Regulations (CFR) 200.400(g), MCC will not award profit under assistance instruments such as cooperative agreements, and as such, for-profit organizations must waive profits and/or fees to be eligible to submit an application. Forgone profit does not qualify as cost-share.

2. COST SHARING OR MATCHING

Per 2 CFR 200.306 cost sharing is both welcomed and encouraged to support the project objectives. At a minimum cost sharing for this cooperative agreement is encouraged to provide the office space, administrative support staff and required equipment to support the key personnel functions. MCC is looking for innovative, practical approaches to using these resources while promoting the program tasks and objectives.

In case of proposing cost share, Applicants must identify in the budget submission a separate budget category supported by detailed line items for the cost share and comply with instructions in Section D.2. Cost share contributions will be reviewed as part of the cost review.

Cost Share refers to the resources a recipient contributes to the total cost of an agreement, the portion of project or program costs not borne by the U.S. Government. Cost Share becomes a condition of an award when it is part of the approved award budget if proposed by the Applicant.

Cost-sharing includes cash and in-kind contributions. Such contributions may be mobilized from the recipient; other multilateral, bilateral, and foundation donors; host governments; and local organizations, communities and private businesses that contribute financially and in-kind to implementation of activities at the country level, and is subject to 2 CFR 200.306.

Proposed cost-sharing must be used for the accomplishment of program objectives, and must consist of allowable costs under the applicable USG cost principles. Information regarding the proposed cost share, should be included in the SF 424 and the Budget as specified in Section D. The cost sharing plan should be discussed in the Budget Notes to the extent necessary to demonstrate its feasibility and applicability to the program.

SECTION D. APPLICATION AND SUBMISSION INFORMATION

1. MCC's POINTS OF CONTRACT AND SUBMISSION APPROACH

Taylor Wolf
Agreement Officer
E-mail: wolftj@mcc.gov

Nataliya Holl
Senior Contracting Specialist
E-mail: hollna@mcc.gov

MCC distributes all information for this NOFO through www.grants.gov .

SUBMISSION OF QUESTIONS

All questions and requests for clarification regarding this NOFO should be submitted in writing to the email provided below **no later than the date and time provided on the cover** letter to provide sufficient time to address the questions and incorporate the questions and answers as an amendment to this solicitation. Please note that in addition to accepting questions in writing, there will be two opportunities to ask questions verbally during Pre-Application Conferences, one during Phase I and the other during Phase II of the Application Process.

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.

Email for submitting the questions: MCCproposalsPEPFAR@mcc.gov and cc: Nataliya Holl at hollna@mcc.gov

The emails with questions must reference the NOFO number and project title in the subject line of the e-mail. Questions will not be answered after the deadline of the questions submission.

PHASE I

For the questions for Phase I, indicate your organization name, address and phone number. The deadline for questions for Phase I is specified in the cover letter.

PRE-APPLICATION TELECONFERENCES

MCC will host a Phase I Pre-Application Teleconference(s) prior to the submittal of Phase I applications to describe this funding opportunity and to respond to questions. Interested Applicants must register for the Pre-Application Conference attendance by the date specified in the cover letter by completing the following steps:

Follow the link below and complete the questionnaire:

[Bid Conference Registration](#)

The URL is pasted below:

<http://goo.gl/forms/aoD20ZepfT>

As a backup, please also send an interest email to hollna@mcc.gov with the following information:

- Organization name and address
- Names of participants, limited to two people
- Contact Emails and phone numbers

The exact venue and time for the Pre-Application Conferences will be provided later at www.grants.gov as an amendment to this NOFO. The estimated time is currently specified on the cover page.

Responses to questions will be posted at www.grants.gov as amendment to this NOFO.

PHASE II

Only organizations invited to participate in Phase II can also submit additional questions after the Pre-Application Conference for Phase II. The timeline is allowed for this opportunity. Please check the deadlines in the cover letter. The deadline for questions for Phase II is specified in the cover letter.

Applicants invited to participate in Phase II will be provided a result and an explanation of their concept paper evaluations under Phase I.

MCC will also host a Phase II Pre-Application Conference (in-person and call-in) in Dar Es Salaam, Tanzania prior to the submittal of Phase II applications to elaborate on this funding opportunity and to respond to questions. Interested Applicants must register for the Pre-Application Conference attendance by the date specified in the cover letter by sending an email to: MCCproposalsPEPFAR@mcc.gov and cc: Nataliya Holl at hollna@mcc.gov.

2. CONTENT AND FORM OF APPLICATION SUBMISSION

Applicants are expected to review, understand and comply with the requirements of this NOFO. Applications not conforming to this NOFO requirements will be categorized as non-responsive and will be eliminated from further consideration.

APPLICATION FORMAT AND SUBMISSION INSTRUCTIONS:

The Application shall be submitted in English. The Applicants must submit applications to: MCCproposalsPEPFAR@mcc.gov and cc: Nataliya Holl at hollna@mcc.gov electronically. Hard copies will not be accepted.

The MCC reserves the right not to consider late or incomplete applications.

Registering as an organization steps at www.grants.gov is available at: <http://www.grants.gov/web/grants/applicants/organization-registration.html>. Questions relating to the registration process or system requirements for Grants.gov must be directed to grants.gov at support@grants.gov or 1-800-518-4726 for US and international is 1-606-545-5035. Application forms and instructions are available at Grants.gov. To access these materials, go to <http://www.grants.gov>, select “Apply for Grants”, and follow the directions.

CONTENT AND FORMAT OF APPLICATION SUBMISSION

PHASE I

Each Applicant shall furnish the information required by this NOFO.

DO NOT SUBMIT: Promotional literature and materials regarding the Applicant as part of the Annexes. Do not submit unsolicited material.

The following are the page limits:

Cover Page– (1 Page Limit).

Concept Paper – (10 Page Limit).

Appendix – (5 Page Limit).

The Application should be in Font 12 point/Times New Roman, single-spaced and not exceed the page limits as stated above for each section.

COVER PAGE (1 Page Limit) must contain the following information:

- a. Name and full address of applicant organization;
- b. Project Title, NOFO Reference Number and Objective of proposed activity;
- c. Data Universal Numbering System (DUNS) Number;
- d. Type of organization (e.g., for-profit, non-profit, university, etc.);
- e. Point of Contact (name, position title, phone number, fax number, e-mail address);
- f. Any partnerships / proposed consortium members; and
- g. Signature of authorized representative of the applicant.

CONCEPT PAPER (no more than ten (10) pages plus the Appendix (5 page limit))

The Concept Paper will need to succinctly provide information about:

1. The organization, its mission, structure, summary of relevant organizational experience and qualifications as well as the mission, structure and experience of proposed consortium partners;

2. The organizational capacity (capacity, roles and responsibilities of the Applicant and any consortium partners) to adequately manage and implement the Project with high quality and credibility including successful dialogue with the country officials and key stakeholders; and
3. Applicant's strategy to maximize local content. This is full and open competition concept paper application submission. If the Applicant is successful, they will be formally invited by MCC to submit a full application as part of Phase II.

Note: If any sections of the submitted concept paper exceed the designated page limit, MCC reserves the right in its sole discretion to take any appropriate action, including, but not limited to, excluding the pages in excess of the limit and eliminating the applicant from the competition.

Appendix for Phase I (5 page limit)

Relevant Past Performance and Past Experience Information (Recipient and Key Partner Organizations)

Applicants will provide at least three (03) past performance references for the last five (05) years on contracts/works similar in nature or relevant to this award, preferably with U.S. government agencies, international development or donor institutions, international non-government organizations (NGOs) or the private sector. Alternatively, the Applicants may provide five (05) past performance examples including references within the last seven (07) years for relevant work with national and/or regional entities.

If a consortium is envisioned, the application should also include at least two (02) past performances for the subgrants (consortium members) including references, per subcontractor, for the last five (05) years detailing work similar in nature to that which would be envisioned for this subcontractor under this PD. References may be with U.S. government agencies, other international development or donors institutions, NGOs, and/or the private sector.

The Government reserves the right to obtain information for use in the evaluation of past performance from any and all sources inside or outside the Government.

PHASE II

Each Applicant shall furnish the information required by this NOFO. Applications shall be submitted in two separate parts: (a) Technical Application, and (b) Cost/Business Application.

The following are page limits associated with the technical application.

- Cover Page – (1 Page Limit).
- Executive Summary – (3 Page Limit).
- Technical Application – (30 Page Limit).
- Appendices - Maximum (50 Page Limit).

The Application should be in Font 12 point/Times New Roman, single-spaced and not exceed the page limits as stated above for each application section.

Any charts or tables included within the technical application sections will be considered against the page limits of those sections.

The requirements for the technical application sections as described are minimum requirements that must be included with the applicant's submission. The applicant may include additional information other than that stated as long as it falls within the page limitations set in the NOFO.

COVER PAGE (1 Page Limit) must contain the following information:

- h. Name and full address of applicant organization;
- i. Project Title, NOFO Reference Number and Objective of proposed activity;
- j. Taxpayer Identification Number (TIN) (for UD sub-partners, if applicable);
- k. Data Universal Numbering System (DUNS) Number;
- l. Type of organization (e.g., for-profit, non-profit, university, etc.);
- m. Point of Contact (name, position title, phone number, fax number, e-mail address);
- n. Any partnerships/final consortium members; and
- o. Signature of authorized representative of the applicant.

EXECUTIVE SUMMARY (3 Page Limit)

The information in this section must summarize the proposed technical approach of the applicant to achieve the tasks and objectives of the project description.

TECHNICAL APPLICATION (30 Page Limit)

The technical application will be the most important factor for consideration in selection for award of the proposed Award. The technical application should be, to the extent possible, clear, complete and concise. The application should demonstrate the Applicant's capabilities and expertise with respect to achieving the goals of this Project and provide detailed outline of the methodology that will be used to implement the Project. Applicants should describe how they propose to achieve the Project's tasks and objectives. The application should describe the Applicants innovative ideas, approaches and strategies to achieve the results of the Project. The application should take into account the requirements of the Project and evaluation criteria found in this NOFO.

All uploaded technical applications must be submitted in Microsoft Word and PDF format. At a minimum the application should include the components listed below. In addition to the overall page limits, notional estimated page lengths are provided:

- Proposed approach and strategy to efficiently establish the subgrant/prize platform as set forth in this NOFO (1 to 3 pages).
- Comments, alternative task structure to that which is proposed in Section A.2 of this NOFO (1 to 3 pages).
- Technical application responding to the project description above (10-15 pages).
- Initial ideas on online platform including enhancements, innovative features, leveraging of open source component and automation (i.e. accepting, screening proposals and networking) (1 page).

- Proposed approach to integrate gender and social considerations (1 page).
- Initial ideas on outreach strategy and ability to engage local level innovators and entrepreneurs (1 page).
- Overview of team / organizational structure, roles and responsibilities to implement workplan (3-4 page overview / organigram).
- Proposed financial management controls and systems to ensure subgrants process.
- Anticipated risks and proposed mitigation strategies, for establishing the platform – as well as for administering the sub-grants and prizes.
- Initial ideas on sustainability (1 page).
- How the applicant plans to initiate, manage and utilize sub-grants/prizes under the Project.

LIST OF APPENDICES (NOT INCLUDED IN THE TECHNICAL APPLICATION PAGE LIMIT, 50 PAGES LIMIT)

1. Resumes for key personnel - not to exceed 3 pages for each resume

Resumes must be in chronological order starting with most recent experience. Each resume for the proposed Key Personnel positions must be accompanied by a signed Letter of Commitment from each candidate indicating his/her: (a) availability to serve in the stated position, in terms of days after award; (b) intention to serve for a stated term of the service; and (c) agreement to the compensation levels which correspond to the levels set forth in the cost application.

Resumes for Key Personnel should include at least three (3) references for each proposed key position, including up-to-date telephone numbers and e-mail contact information.

2. Staffing Plan

The applicant must submit a staffing plan that should list all proposed positions under the Project, and whether the position is full-time, part-time, or intermittent, and the planned person months or days each position will devote to the Project. In addition, the staffing plan must include an organizational chart that shows the structure and the relationships between positions.

3. Organizational Qualifications and Management Plan

The applicant should include at a minimum the following responses to the management plan and organizational capacity.

A discussion of how the applicant will manage project activities, including the management of subgrants/prizes and/or the partnership with consortium organizations, and how they plan to work with MCC Washington and MCC Tanzania (and other key project stakeholders) in the implementation of the Project.

4. Final Consortium Plan (if applicable)

The consortium plan should list all proposed partners under the Project, and what role the partners have in relation to the project objectives. In addition, the consortium plan must include an

organizational chart that shows the structure, governance and the relationships between consortium partners and prime.

Each consortium organization must provide a signed Letter of Commitment indicating the following information for each organization: (a) availability to participate in the stated consortium; (b) the length of participation as it relates to the Project; and (c) agreement to the budget associated with each consortium partner set forth in the cost application.

5. Proposed draft workplan (including schedule) incorporating any adjustments to the task structure outlined in this RFA that the Applicant feel will provide added value and better reach target achievements and expectations (10-15 pages)
6. Proposed initial monitoring and evaluation plan (2-3 pages)
7. Relevant Past Performance and Past Experience Information (Recipient and Key Partner Organizations)

Applicants will provide at least three (03) past performance references for the last five (05) years on contracts/works similar in nature or relevant to this award, preferably with U.S. government agencies, international development or donor institutions, international non-government organizations (NGOs) or the private sector. Alternatively, the Applicants may provide five (05) past performance examples including references within the last seven (07) years for relevant work with national and/or regional entities.

If a consortium is envisioned, the applications should also include at least two (02) past performances for the subgrants (consortium members) including references, per subcontractor, for the last five (05) years detailing work similar in nature to that which would be envisioned for this subcontractor under this PD. References may be with U.S. government agencies, other international development or donors institutions, NGOs, and/or the private sector.

The Applicant will include the name, recent telephone number and email address of knowledgeable customer contacts. References from institutions that have characteristics that are most similar to MCC will be preferred. The information will summarize clearly the nature of the assistance contracted, the contract and/or cooperative agreement amount(s), the period of performance, the types of tasks performed, and the results achieved through the contract and/or cooperative agreement. The Applicant will provide a concise narrative of each contract/cooperative agreement/reference.

MCC may contact references and use the past performance data regarding the organization, along with other information to determine the applicant's past performance.

The Government reserves the right to obtain information for use in the evaluation of past performance from any and all sources inside or outside the Government.

COST/BUSINESS APPLICATIONS (no page limit)

The Cost or Business application is to be submitted under a separate cover from the Technical application. The Cost/Business application is also to be submitted electronically in an unprotected Microsoft Excel 2000 or Excel 2003 with open formulas. The Applicant is requested to submit a budget broken down by project years with an accompanying detailed budget narrative (in Word 2000 or Word 2003 text accessible) which provides in detail the anticipated total costs for implementation of the Project. 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.

If the Applicant has established a consortium or another legal relationship for 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 MCC 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 severally liable for the acts or omissions of the other.

The budget should include a breakdown of all anticipated costs associated with the Project.

The cost/business application should contain:

- Cover Page (The Cost Application Cover Page must contain the same information as the Technical Application)
- Standard Forms (SF 424 Forms)
- Budget (summary budget and detailed budget)
- Budget Narrative (detailed explanation of proposed costs in Microsoft Word format)
- DUNS and System for Award Management (SAM)
- Certification, Assurances, Statements and Other Required Forms
- Funding Restrictions (if any)

The Applicant must sign and submit the cost application form SF-424, and print or type the Applicant's organization name on the Cover Page of the technical and cost applications. Erasures or other changes must be initialed by the person signing the application. Applications signed by an agent shall be accompanied by evidence of that agent's authority, unless that evidence has been previously furnished to the issuing office.

US Government Standard Forms Required as Part of the Application Include:

- Application for Federal Assistance (SF-424)
- Budget Information (SF-424A)
- Assurances – Non-construction Projects (SF-424B)

These Standard Forms can be downloaded from the following site: www.grants.gov.

Summary Budget Template

Cost Elements	Total number of months/people	Total Term 27 months	Total
Salaries			
Fringe Benefits (if applicable)			
Travel and Transportation			
Equipment			
Supplies			
Subawards (proposed consortium partner (s))			No more than 45% of the total program costs estimated at US\$1mln
Subgrants/subawards/Prizes			US\$3,000,000
Other Direct Costs			
Indirect Costs			
SUBTTOTAL COSTS			
Cost Share			
TOTAL COSTS			

Detailed budget should provide:

Salaries

Direct salaries and wages should 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.

Fringe Benefits

If the Applicant has a fringe benefit rate that has been approved by an agency of the U.S. Government, such rate should be used and evidence of its approval should be provided. If a fringe benefit rate has not been approved, the Application should propose a rate and explain how the rate was determined. If the latter is used, the narrative should include a detailed breakdown comprised of all items of fringe benefits.

Travel and Transportation

The Application should 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. Estimated travel and transportation costs, including airfare and per diem.

Equipment

The Applicant must itemize the equipment i.e. office 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.

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.

Subawards (proposed consortium partner if any)

The Applicant's budget shall include a breakdown of all costs for each sub-agreement and identify the proposed Sub-Recipient. The amount of funds proposed for a consortium partner shall not exceed 45% of the total program amount of funds for this opportunity (estimated at US\$1,000,000).

Subgrants/prizes

MCC plans to award up to US\$3,000,000 in subgrants/prizes (in addition to the total program amount estimated at US\$1,000,000), this is a fixed amount to include in the budget.

Other Direct Costs (ODC)

The Applicant shall indicate the estimated unit cost and number of units for each additional allowable item proposed.

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.

If no NICRA the Applicant should 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. The auditor may also issue a disclaimer of opinion or an adverse opinion if appropriate.

Cost Share

The Applicants should estimate the amount of cost-sharing resources which they are proposing to mobilize over the life of the agreement and 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.

BUDGET NARRATIVE (no page limit)

The cost elements provided in the Detailed Budget must also be provided in the Budget Narrative in Microsoft Word, but with text that explains the rationale for the choices and costs. The Budget Narrative must be thorough, including sources for costs to more quickly enable MCC to determine the cost as fair and reasonable.

3. DATA UNIVERSAL NUMBERING SYSTEM (DUNS) AND SYSTEM FOR AWARD MANAGEMENT (SAM) REQUIREMENTS

MCC may not award to an applicant unless the applicant has complied with all applicable unique entity identifier and System for Award Management (SAM) requirements. **Each applicant is required to:**

- 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 (www.sam.gov);
- Provide a valid DUNS number in its application at <http://www.dnb.com/get-a-duns-number.html> ; and
- 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.

4. EVIDENCE OF RESEPNONSIBILITY

The cost/business application should also include **evidence of responsibility** that the MCC Agreement Officer can use to determine that the Applicant:

- a. Has adequate financial resources or the ability to obtain such resources as required 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;
- 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.

5. REQUIRED CERTIFICATIONS, ASSURANCES AND REPRESENTATIONS
Applicants must complete and sign the **Certifications, Assurances, and Representations**:

REQUIRED CERTIFICATIONS, ASSURANCES AND REPRESENTATIONS

MCC requires recipients of grants and cooperative agreements to make representations or provide assurances and certifications that they are in compliance with the policies. Applicants should refer to the regulations cited below to determine the certification to which they are required to attest. Applicants should also review the instruction for certification included in the regulations before completing this form.

The certifications and assurances must be completed and submitted with each applications for the MCC financial assistance.

Applicant _____

Application Number _____

CERTIFICATION AND ASSURANCES

ASSURANCE OF AUTHORITY OF THE APPLICANT AND ITS REPRESENTATIVE

On behalf of your Applicant, you certify that both you and your Applicant's attorney who sign these Certifications, Assurances, and Agreements affirm that both your Applicant and you, as its authorized representative, may undertake the following activities on behalf of your Applicant, in compliance with applicable laws and regulations, and your Applicant's by-laws or internal rules:

1. Execute and file its application for Federal funds,
2. Execute and file its Certifications, Assurances, and Agreements binding its compliance,
3. Execute Grant Agreements or Cooperative Agreements, or both, with MCC,
4. Comply with applicable Federal laws and regulations, and
5. Follow applicable Federal guidance.

STANDARD ASSURANCES.

On behalf of your Applicant, you assure that your Applicant understands and agrees to the following:

1. Your Applicant will comply with all applicable Federal statutes and regulations to carry out any MCC funded Project,
2. Your Applicant is under a continuing obligation to comply with the terms and conditions of the MCC Grant Agreement or Cooperative Agreement for its Program/Project, including the MCC Original Cooperative Agreement or Grant Agreement incorporated by reference and made part of the latest amendment to the Grant Agreement or Cooperative Agreement,
3. Your Applicant recognizes that Federal laws and regulations may be modified from time to time and those modifications may affect Program/Project implementation,
4. Your Applicant understands that Presidential executive orders and Federal guidance, including Federal policies and program guidance, may be issued concerning matters affecting your Applicant or its Program/Project,
5. Your Applicant agrees that the most recent Federal laws, regulations, and guidance will apply to its Program/Project, unless MCC determines otherwise in writing,

CERTIFICATION REGARDING DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS (2 CFR 180)

(1) The prospective primary participant certifies to the best of its knowledge and belief that it and its principals:

(a) Are presently not excluded or disqualified from covered transactions by any Federal department or agency;

(b) Have not been convicted within the preceding three years of this proposal of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, receiving stolen property, making false claims, or obstruction of justice; commission of any other offense indicating a lack of business integrity or business honesty that seriously and directly affects your present responsibility;

(c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity Federal, State, or local) with commission of any of the offenses enumerated in paragraph (1)(b); or

(d) Have not had one or more public transactions (Federal, State, or local) terminated for cause or default within the preceding three years.

(2) Where the prospective primary recipient is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this application.

(3) The recipient agrees that, unless authorized by the Agreement Officer, it will not knowingly enter into any subagreements or contracts under this grant with a person or entity that is included on the excluded Parties List System (<http://epls.arnet.gov>). The recipient further agrees to include the following provision in any subagreements or contracts entered into under this award:

DEBARMENT, SUSPENSION, INELIGIBILITY, AND VOLUNTARY EXCLUSION

The recipient/contractor certifies that neither it nor its principals is presently excluded or disqualified from participation in this transaction by any Federal department or agency.

(3) The policies and procedures applicable to debarment, suspension, and ineligibility under MCC-financed transactions are set forth in 22 CFR Part 208 and c CFR 180.

Organization Name: _____

Name of Authorized Signatory: _____

Title of Authorized Signatory: _____

Signature: _____ Date _____

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 MCC, 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

(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 MCC 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.

CERTIFICATION REGARDING LOBBYING (2 CFR 200.450)

(Note: This certification is for sub-awards valued at US\$100,000 USD or more.)

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 shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions.

(3) The undersigned shall 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 shall 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 shall be subject to a civil penalty of not less than US\$10,000 and not more than US\$100,000 for each such failure.

Organization Name: _____

Name of Authorized Signatory: _____

Title of Authorized Signatory: _____

Signature: _____ Date _____

PROHIBITION ON ASSISTANCE TO DRUG TRAFFICKERS

MCC 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.

MCC reserves the right to terminate assistance to or take other appropriate measures with respect to, any participant approved by MCC 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.

DRUG-FREE WORKPLACE

This certification is required by the Drug-Free Workplace Act of 1988 (Pub.L. 100-690, Title V, Subtitle D) and is implemented through additions to the Debarment and Suspension regulations, published in the Federal Register on January 31, 1989, and May 25, 1990.

(1) The grantee certifies that it will or will continue to provide a drug-free workplace by:

- (a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
 - (b) Establishing an ongoing drug-free awareness program to inform employees about:
 - (1) The dangers of drug abuse in the workplace;
 - (2) The grantee's policy of maintaining a drug-free workplace;
 - (3) Any available drug counseling, rehabilitation, and employee assistance programs; and
 - (4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
 - (c) Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (a);
 - (d) Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will:
 - (1) Abide by the terms of the statement; and
 - (2) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace not later than five calendar days after such conviction;
 - (e) Notifying the agency, in writing, within ten calendar days after receiving notice under subparagraph (d)(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;
 - (f) Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph (d)(2), with respect to any employee who is so convicted:
 - (1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
 - (2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State or local health, law enforcement, or other appropriate agency;
 - (g) Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (a),(b),(c),(d),(e), and (f).
- (2) The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant:

Place of Performance: (Street address, city, county, zip code)

CERTIFICATION REGARDING TERRORIST FINANCING, IMPLEMENTING EXECUTIVE ORDER 13224

The undersigned certifies that:

- (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 list is maintained by the U.S. Treasury's Office of Foreign Assets Control (OFAC) and is available online at OFAC's website : <http://www.treas.gov/offices/eotffc/ofac/sdn/t11sdn.pdf>, or (ii) is not included in any supplementary information concerning prohibited individuals or entities that may be provided by MCC 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 website: <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, safehouses, false documentation or identification, communications equipment, facilities, weapons, lethal substances, explosives, personnel, transportation, and other physical assets, except medicine or religious materials."

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.

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 with an estimated value that exceeds US\$500,000, and must be submitted to the MCC Agreement Officer annually 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 that:

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."

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 shall not be deemed to include the furnishing of MCC funds or ultimate beneficiaries of MCC assistance, 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 shall be grounds for unilateral termination of the agreement prior to the end of its term.

Organization Name: _____

Name of Authorized Signatory: _____

Title of Authorized Signatory: _____

Signature: _____ Date _____

CERTIFICATION OF RECIPIENT

As the duly authorized representative of the applicant, I hereby certify that the applicant will comply with the above certifications.

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 or Application No. _____

Date of Application _____

Name of Recipient _____

Typed Name and Title _____

Signature _____

Date _____

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.

STATEMENTS OF RECIPIENT

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 _____
Phone Number _____
E-mail _____

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:

TIN: _____

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 email Dun and Bradstreet at globalinfo@dbisma.com to obtain the location and phone number of the local Dun and Bradstreet Information Services office and visit website www.dnb.com.

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

DUNS: _____

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.

6. SUBMISSION DATES AND TIMES

Applications shall be due at the time and date stated on the cover page of this NOFO. MCC will determine that any Applications that are not received by the Agreement Officer by one of the methods specified below by the time and date indicated will be late. Submission deadlines are important and late applications may not, at the sole discretion of the Agreement Officer, be considered.

7. INTERGOVERNMENTAL REVIEW

Not applicable.

8. FUNDING RESTRICTIONS

Pursuant to 2 CFR 200.400, MCC will not to award profit under assistance instruments. However, all reasonable, allocable, and allowable expenses, both direct and indirect, which are related to the grant program and are in accordance with applicable cost standards per 2 CFR 200 may be paid under the grant.

The pre-award costs are not allowed under this NOFO.

None of the funds made available for this award can be used, obligated or expended for:

1. Alcoholic beverages; or
2. Entertainment expenses for activities that are substantially of a recreational character, including but not limited to entrance fees at sporting events, theatrical and musical productions, and amusement parks.
3. Payment for the performance of abortion as a method of family planning or to motivate or coerce any person to practice abortions:

That nothing in this paragraph shall be construed to alter any existing statutory prohibitions against abortion under section 104 of the Foreign Assistance Act of 1961:

That none of the funds made available under this Act may be used to lobby for or against abortion: That in order to reduce reliance on abortion in developing nations, funds shall be available only to voluntary family planning projects which offer, either directly or through referral to, or information about access to, a broad range of family planning methods and services, and that any such voluntary family planning project shall meet the following requirements:

(1) service providers or referral agents in the Project shall not implement or be subject to quotas, or other numerical targets, of total number of births, number of family planning acceptors, or acceptors of a particular method of family planning (this provision shall not be construed to include the use of quantitative estimates or indicators for budgeting and planning purposes); (2) the Project shall not include payment of incentives, bribes, gratuities, or financial reward to: (A) an individual in exchange for becoming a family planning acceptor; or (B) program personnel for achieving a numerical target or quota of total number of births, number of family planning acceptors, or acceptors of a particular method of family planning; (3) the Project shall not deny any right or benefit, including the right of access to

participate in any program of general welfare or the right of access to health care, as a consequence of any individual's decision not to accept family planning services; (4) the Project shall provide family planning acceptors comprehensible information on the health benefits and risks of the method chosen, including those conditions that might render the use of the method inadvisable and those adverse side effects known to be consequent to the use of the method; and (5) the Project shall ensure that experimental contraceptive drugs and devices and medical procedures are provided only in the context of a scientific study in which participants are advised of potential risks and benefits.

There are no other funding restrictions applicable to this NOFO at this time.

9. OTHER SUBMISSION REQUIREMENTS

MCC Special Conditions will include:

1. MCC will conduct a risk assessment of the successful applicant. The questionnaire will be sent to complete by the successful applicant (s). MCC will also require to review an HR manual and Operational manual.

2. Method of payment for this award.

Method of payment for this cooperative agreement will be direct reimbursement or monthly advance reimbursement. MCC will make a decision about the specific allowed type of method of payment after the completion and review the results of the recipient risk assessment. The recipient will prepare quarterly advance requests based on the monthly/quarterly projected expenditures for the upcoming quarter by month 1, 2 and 3 (Standard Form 270 for the monthly advances, and form SF 425 for the reimbursement reports per 2 CFR 200.34). The recipient must have an insured interest bearing bank account for these funds.

Requests for advance payment will be limited to the recipient immediate cash needs and shall not exceed anticipated expenditures for one month period. At the end of each month recipient will submit a reimbursement report/liquidation voucher with actual expenses against the recurring advance. Both the advance and reimbursements reports will need to be detailed and organized by the main budget line items with detailed subcategories. MCC will allow for three month rolling advance – recipient will be able to submit an advance request simultaneously covering 30-day period of 90-day period for payment to allow the cash flow for the recipient and limiting availability of cash to the immediate needs.

It is the responsibility of MCC to monitor the cash management practices of the recipient to ensure that Federal cash is not maintained by recipient in excess of immediate disbursing needs.

All interest earned by the recipient on advances from MCC funds will be remitted back to MCC and MCC will report the collection back to Treasury.

If MCC determines that advance funds or actual expenditures are disallowable, MCC will notify the recipient and will require the return of disallowed funds within 30 days of notification.

Cash advances made by the recipient to sub-recipients must substantially conform to the same requirements as those applicable to the prime recipient.

Sample of Monthly Advances/ Expenditures Report:

Expenditures	Approved Budget	Cumulative Advances thru XX Date	Cumulative Expenditures thru XX Date	Expenditures this month	Projected Expenditures for next month	Projected Cash Available as of XX	Advance Needed
XXXX							

SECTION E. APPLICATION REVIEW INFORMATION

Each Application submitted in response to this NOFO for Phases I and II will be evaluated in accordance with the merit review criteria set forth below. MCC may award a cooperative agreement without discussions with the Applicants, therefore you are encouraged to submit your best applications in response to this NOFO.

MCC reserves the right to invite Applicants to make pre-award presentations in support of their applications and may request to interview the Applicant's proposed key personnel team members.

For the convenience of all Applicants this NOFO includes full application instructions (merit review criteria elaboration) and the merit review criteria. All Applicants are encouraged to review all sections to ensure they are able to meet MCC's requirements if their concept papers are selected for participation in Phase II.

Applications received under this NOFO will be reviewed in accordance with the merit review criteria set below. Competition under this NOFO will consist of a two-step process whereby Applicants first submit a concept paper for an initial competitive review under Phase I, and those successful in the first stage (i.e., selected concept papers) will then be invited by MCC to submit a full application under Phase II. To be considered for funding under this NOFO, applications must meet all of the requirements for the concept paper and for the full application respectively.

1. MERIT REVIEW CRITERIA IMPORTANCE

PHASE I Concept Paper (100 points total)

- 1. Experience in Designing and Administering Grant and/or Prize Programs (40 points)**
 - a. Demonstrated knowledge and understanding of designing and administering grant and/or prize programs, including mentoring support (with a preference for data or technology-related awards) (15 points);
 - b. Demonstrated prior experience managing grants and/or prize funds in East Africa consistent with stringent fiscal accountability standards, and designing and developing state-of-the-art online platform to engage applicants and automate the application process (entry, sorting, screening and ranking) (10 points);
 - c. Demonstrated relevant IT experience (given the requirement to establish an Innovation Challenge Platform and Online Presence and to evaluate IT-focused grant/prize applications) (10 points);
 - d. Demonstrated degree of innovation and creativity to similar development challenges and opportunities (2.5 points).
 - e. Demonstrated language capacity and experience (English and Swahili) (2.5 points);
- 2. Past Performance (40 points)**
 - a. Proven consistency of quality of programs and achievements, including stability in meeting goals and targets, and cooperation and effectiveness of the implementing partners and its associates in resolving programmatic challenges (15 points).

- b. Established cost and expenditures control, including forecasting costs as well as accuracy in financial reporting (15 points).
 - c. Proven track record of stable key personnel including effectiveness and appropriateness of personnel for the job and prompt and satisfactory changes in personnel when problems were identified (5 points).
 - d. The relevancy of the work performed under the program/project and past performance information that is considered more relevant and/or more current (5 points).
- 3. Demonstrated Local Content Strategy, including Proposed Approach to Maximize Local Content Strategy (20 points)**

PHASE II Complete Application, by MCC invitation only (100 points total)

- 1. Professional Qualifications of the Proposed Team and Consortium subgrantees/subcontractors (if applicable) (Subtotal 50 points)**
- a. Soundness and adequacy of the overall staffing plan and allocation of responsibilities and amount of time allocation for key personnel effectively and efficiently achieve objectives (25 points)
 - b. Demonstrated level of all other proposed personnel qualifications and experience to effectively manage the Project and provide quality control (15 points)
 - c. Adequacy and appropriateness of the proposed consortium partners skills and experience to compliment the prime institutional capacity to implement the Project (10 points)
- 2. Technical, Management and Institutional Capability (Subtotal 40 points)**
- a. Soundness of the proposed innovative ideas and technological solutions to achieve the PD's requirements (10 points)
 - b. Feasibility of the management strategies and established administrative approaches (e.g., plan, structure, policies and practices) (10 points)
 - c. Soundness of the proposed Draft Workplan (10 points)
 - d. Realism and effectiveness of the rapid start-up plan of the Project and plan(s) for rapid response to requests (5 points)
 - e. Realism and effectiveness of the Collaboration Plan(s) for how the Applicant will work with all partners (5 points)
- 3. Demonstrated Gender and Social Inclusion (Subtotal 10 points)**
- 1. MERIT REVIEW ELABORATED INSTRUCTIONS FOR APPLICANTS (linked to the Merit Review Criteria above)**

PHASE I Concept Paper (100 points total)

1. Experience in Designing and Administering Grant and/or Prizes Programs

The Applicant's past technical and management experience in designing and administering grant and/or prizes programs will be evaluated to determine the understanding of, and ability to, meet

the requirements of this PD. Responsiveness to each of the items below will be taken into consideration.

Applicants will provide a **narrative that details the Applicant's past technical and management experience** in:

- Demonstrated in-depth knowledge and understanding of designing and administering innovation projects, challenge competitions, and/or grant and/or prize program (with a preference for data or technology-related challenges);
- Demonstrated relevant IT experience (given the requirement to establish an Innovation Challenge Platform and Online Presence and to evaluate IT-focused grant/prize applications).
- Demonstrated experience managing grant and/or prize funds in East Africa consistent with stringent fiscal accountability standards, and designing and developing state-of-the-art online platform to engage applicants and automate the application process (entry, sorting, screening and ranking);
- Demonstrated experience working with large data sets and using data to influence development work;
- Demonstrated degree of innovation and creativity to similar development challenges and opportunities; and
- Demonstrated language capacity and experience (English and Swahili).

2. Past Performance

Applicants will provide **at least three (03) past performance references** for the last five (05) years on contracts/works similar in nature or relevant to this award, preferably with U.S. government agencies, international development or donor institutions, international non-government organizations (NGOs) or the private sector. Alternatively, the Applicants may provide five (05) past performance examples including references within the last seven (07) years for relevant work with national and/or regional entities.

If a consortium is envisioned, the application should also include **at least two (02) past performances for the subcontractors** including references, per subcontractor, for the last five (05) years detailing work similar in nature to that which would be envisioned for this subcontractor under this PD. References may be with U.S. government agencies, other international development or donors institutions, NGOs, and/or the private sector.

More specifically, past performance evaluations will focus on the following factors:

- a. Quality of product or service, including consistency in meeting goals and targets, and cooperation and effectiveness of the implementing partner and subcontractors in resolving clients' problems
- b. Cost control, including forecasting costs as well as accuracy in financial reporting.
- c. Timeliness of performance, including adherence to agreed workplans and schedules and other time-sensitive program/project conditions, and effectiveness of management staff to make prompt decisions and ensure efficient operation of tasks.
- d. Customer satisfaction, including satisfactory business relationship to clients, initiation and management of several complex activities/tasks simultaneously, coordination among

subcontractors and developing country partners, prompt and satisfactory correction of problems, and cooperative attitude in solving clients' problems.

- e. Track record of key personnel including effectiveness and appropriateness of personnel for the job and prompt and satisfactory changes in personnel when problems were identified.
- f. The relevancy of the work performed under the program/project and past performance information that is considered more relevant and/or more current.

Applicants are authorized and encouraged to provide information on problems encountered on the identified contracts and the Applicant's corrective actions taken. This will include information that is in addition to that which is provided by the Applicant.

3. Local Content

The Applicant should have a legal presence and operations in East Africa, and preferably in Tanzania or Kenya and should be able to legally operate in these two countries, but a portion of the work / support can be strategically provided by specialized groups and organizations located in other parts of the world. However, the Applicant will be evaluated on the degree to which it proposes to maximize local (Tanzania and Kenya) and regional (East Africa) content by building on existing in-country capacity and leveraging in-personnel and nationals to complete the work.

PHASE II Complete Application, by MCC invitation only (100 points total)

1. Professional Qualifications of the Proposed Team and Consortium subgrantees/subcontractors (if applicable)

As stated in Section VIII above, Applicants will identify a minimum of four (04) Key Personnel to be responsible for developing, designing, developing and implementing the tasks in the PD. The Applicants' will be evaluated on the following factors:

- a. **Key Personnel** – The application should include: (i) resumes for all key personnel that describe the professional and technical qualifications necessary for satisfactory performance of required services under this PD and, if relevant, other specialized experience and technical competence in the type of work outlined in the PD; (ii) letters of commitment for all key personnel stating their full-time availability immediately upon award for the whole period of performance; and (iii) a staffing plan that clearly illustrates and delineates the responsibilities of all key personnel and proposed level of effort to meet the PD's requirements. Together, the proposed key personnel should provide the breadth and depth of technical expertise and management experience needed to meet this PD's requirements.
- b. **Other Staff** – To the extent that additional personnel representing other disciplines are needed to carry out any of the tasks outlined above, the Applicants must present a staff and staffing pattern for non-key positions that demonstrates excellence in terms of key technical and organizational requirements and provide an appropriate mix of skills while avoiding excessive staff.

- c. **Consortium Partners** – To the extent to which the Applicant proposes that new partners be strategically engaged in project implementation as subcontractors, the Applicant needs to demonstrate how proposed partners will complement the project implementation. The application will include references and descriptions of two (02) past performance with similar services performed during the past three (03) years. Sufficient information will be provided to allow MCC to contact the references served and for MCC to assess the quality of the services provided. The Applicants will be held accountable for providing accurate and sufficient information in the Past Performance.

2. Technical, Management and Institutional Capability

The Applicant's understanding of, and ability to, meet the requirements of this PD will be evaluated based on the soundness of the proposed approaches and strategies to achieve the PD's scope, tasks and deliverables. Responsiveness to each of the items below will be taken into consideration.

- a. **Innovative ideas and technological solutions to achieve the PD's requirements** – As stated in Section IV, Applicants are strongly encouraged, where relevant, to propose better, additional and/or alternative ideas to those indicated in this PD for designing this Data for Local Impact Innovation Challenge, developing and establishing an Innovation Challenge Platform and online presence, managing the grant/prize evaluation process, administering the winning grants/prizes, ensuring effective communication and outreach, and assessing the accomplishments of this Challenge in East Africa.
- b. **Management strategies and administrative approaches (e.g., plan, structure, policies and practices)** proposed to accomplish the PD's requirements – including: (i) personnel, financial, and logistical support; (ii) the role and level of effort for staff supporting these functions; and (iii) a realistic plan for monitoring the technical and financial activities and reporting on results. The merit of the management and administrative plan will also be reviewed to ensure cost-effectiveness and timely completion of planned activities.
- c. **Draft Workplan** – The applications submitted in response to this PD should include a draft workplan for rapid start-up of the Cooperative Agreement's period of performance, including activities and timeline to achieve the SOW's tasks and for rapid response to requests from the AOR, PM and the Technical Advisory Committee.
- d. **Plan for rapid start-up of the Program and plan(s) for rapid response to requests** – Applicants will note capacity to mobilize rapidly and accomplish the PD's tasks, including design, implementation, administration and tracking of grants/prizes, and reporting requirements from the AOR, PM and the Technical Advisory Committee, and will cite previous relevant experiences in developing countries. The illustrative examples provided by the Applicant will be used to assist in determining the **capacity to mobilize required personnel rapidly and accomplish the tasks** listed in this PD.

- e. **Collaboration Plan(s)** for how the Applicant will work with the AOR, PM, Technical Advisory Committee and other applicants, contractors and government entities associated with this overall Program and the overall MCC-PEPFAR partnership initiative.

3. Gender and Social Inclusion

Preference will be given to applications with strong approaches and innovative ideas to promote gender equality and social inclusion in the conceptualization of the Innovation Grant/Prize Program Challenge including in attracting potential grantees, and in administering the grants/prizes, with the ultimate goal of ensuring equitable access by beneficiaries to the innovative solution proposed by the applicants within particular themes.

4. Past Performance

Applicants will provide **at least three (03) past performance references** for the last five (05) years on contracts/works similar in nature or relevant to this award, preferably with U.S. government agencies, international development or donor institutions, international non-government organizations (NGOs) or the private sector. Alternatively, the Applicants may provide five (05) past performance examples including references within the last seven (07) years for relevant work with national and/or regional entities.

If a consortium is envisioned, the application should also include **at least two (02) past performances for the subcontractors** including references, per subcontractor, for the last five (05) years detailing work similar in nature to that which would be envisioned for this subcontractor under this PD. References may be with U.S. government agencies, other international development or donors institutions, NGOs, and/or the private sector.

The Applicant will include the name, telephone number and email address of knowledgeable customer contacts. References from institutions that have characteristics that are most similar to MCC will be preferred. The information will summarize clearly the nature of the assistance contracted, the contract and/or cooperative agreement amount(s), the period of performance, the types of tasks performed, and the results achieved through the contract and/or cooperative agreement. The Applicant will provide a concise narrative of each contract/cooperative agreement/reference.

More specifically, past performance evaluations will focus on the following factors:

- g. Quality of product or service, including consistency in meeting goals and targets, and cooperation and effectiveness of the implementing partner and subcontractors in resolving clients' problems
- h. Cost control, including forecasting costs as well as accuracy in financial reporting.
- i. Timeliness of performance, including adherence to agreed workplans and schedules and other time-sensitive program/project conditions, and effectiveness of management staff to make prompt decisions and ensure efficient operation of tasks.
- j. Customer satisfaction, including satisfactory business relationship to clients, initiation and management of several complex activities/tasks simultaneously, coordination among

subcontractors and developing country partners, prompt and satisfactory correction of problems, and cooperative attitude in solving clients' problems.

- k. Track record of key personnel including effectiveness and appropriateness of personnel for the job and prompt and satisfactory changes in personnel when problems were identified.
- l. The relevancy of the work performed under the program/project and past performance information that is considered more relevant and/or more current.

Applicants are authorized and encouraged to provide information on problems encountered on the identified contracts and the Applicant's corrective actions taken. This will include information that is in addition to that which is provided by the Applicant.

3. COST EVALUATION FOR COST EFFECTIVENESS AND COST REALISM

MCC will review the cost/business application(s) of apparently successful Applicant(s) for Phase II for cost effectiveness (credibility and completeness) and cost realism (2 CFR 200.404) and for:

- 1. Allowability of Costs (2 CFR 200.403)
- 2. Reasonable Costs (2 CFR 200.404)
- 3. Allocable Costs (2 CFR 200.405)
- 4. Demonstration of management capability to meet a responsibility determination.

Cost sharing is welcome and encouraged as part of this NOFO. The cost/business application must clearly demonstrate the Applicants cost share contributions (if proposed).

Technical merit review are significantly more important than cost. While Cost is less important than technical and is not weighted in this NOFO, the cost applications of the apparently successful technical applications will be evaluated for cost effectiveness, including the level of proposed cost share. Other considerations are the completeness of the application, adequacy of budget detail and consistency with elements of the technical application. In addition, the organization must demonstrate adequate financial management capability, to be measured for a responsibility determination.

The application with the lowest estimated cost may not be selected if award to a higher priced technical application offers a greater overall benefit for the Project. All evaluation factors other than cost or price, when combined, are significantly more important than cost. However, estimated cost is an important factor and the estimated cost to the Government increases in importance as competing applications approach equivalence and may become the deciding factor when technical applications are approximately equivalent in merit.

Cost estimates will be analyzed as part of the application evaluation process. Proposed costs may be adjusted, for purposes of evaluation, based on results of the cost analysis and its assessment of reasonableness, completeness, and credibility.

4. REVIEW AND SELECTION PROCESS

A Selection Committee (SC) comprised of MCC's and Department of State's representatives and possibly also a representative of the International Development Research Centre (IDRC), Canadian Government Agency, will conduct a merit review of all applications (both concept papers and full applications), separately for Phase I and Phase II received in response to this NOFO.

This NOFO utilizes a two-step process:

Phase I

All Applicants will submit concept papers in accordance with the due dates in the cover letter. MCC will then conduct a merit review of the concept papers based on the merit review criteria provided below. After a thorough review of all concept papers received by the due date stated in the cover letter, Applicants whose concept papers are most advantageous to the Government, considering both technical and cost review criteria, will be invited to submit full applications under Phase II. Concept papers not advancing to full application will be provided brief explanation letters detailing MCC's rationale.

Phase II

After evaluation of all applications for Phase II, MCC expects to select the apparently successful Applicant(s). In the event of more than one competitive applications, MCC reserves the right to conduct oral presentations of the key personnel to select the winning application. Thereafter, MCC may engage in discussions or negotiations with the successful Applicant(s) regarding any matter to be covered in the final technical and cost application. MCC may also award without discussions with the selected Applicant(s).

MCC Agreement Officer will make the final determination for an award to be made to successful Applicant(s) whose full application offers the best value to USG, considering both technical and cost review criteria.

5. ANTICIPATED ANNOUNCEMENT AND FEDERAL AWARD DATES

MCC plans to award one or more cooperative agreement(s) from this NOFO. The anticipated timeframe of award is January-February 2016.

SECTION F. FEDERAL AWARD ADMINISTRATION INFORMATION

1. FEDERAL AWARD NOTICES

Following selection for award and successful negotiations, a successful applicant will receive an electronic copy of the notice of the award signed by the MCC Agreement Officer which serves as the authorizing award document. The unsuccessful applicants for both Phases I and II will be notified by a letter.

The award will be issued to the contact as specified in the submitted application as the Authorized Individual in accordance with the requirements in the Representations and Certifications. For organizations that are new to working with USG and MCC or for organizations with outstanding audit findings, MCC may perform a pre-award survey to assess the applicant's management and financial capabilities. In addition, MCC will conduct a risk assessment of the successful applicant in accordance with 2 CFR 200.205 Federal awarding agency review of risk posed by applicants, and a pre-award survey.

2. ADMINISTRATIVE AND NATIONAL POLICY REQUIREMENTS

All notification about this NOFO will be posted at grants.gov. All applications for this NOFO will be reviewed in two phases as specified above.

The relevant policies are:

1. 2 CFR 200 UNIFORM ADMINISTRATIVE REQUIREMENTS, COST PRINCIPLES, AND AUDIT REQUIREMENTS FOR FEDERAL AWARDS
2. MCC's STANDARD PROVISIONS
3. MCC's GRANTS AND COOPERATIVE AGREEMENT MANUAL
4. PEPFAR STEWARDSHIP AND OVERSIGHT ACT OF 2013
<https://www.govtrack.us/congress/bills/113/s1545/text>

MCC Agreement Officer is the only authorized individual to obligate USG funds.

MCC TECHNICAL OFFICE INVOLVEMENT

(a) Agreement Officer Representative (AOR), and any Government Project Monitors, (PM) will be specifically appointed, and responsibilities identified, by the Agreement Officer in writing in accordance with MCC policy and Agreement Officer will provide a written notice of such designation of the AOR and PM to the partner.

(b) The AOR/Government PM does not have the authority to, and shall not, issue any instructions that:

- (1) Constitutes an assignment of additional work outside the project description;
- (2) Constitutes a change in the project description;
- (3) Constitutes a basis for any increase or decrease in the total estimated cost, or the time;
- (4) Changes any of the expressed terms and conditions of the Cooperative Agreement.

(c) AOR and PM should follow the substantial involvement clause participation.

Advisory Steering Committee group will be made up of Government of Tanzania Representatives, MCC and PEPFAR representatives, local civil society and non-governmental representatives, private sector representatives, and/or others. The structure and content of the Advisory Steering Committee will be determined in consultation with the Government of Tanzania and other stakeholders.

3. REPORTING

The **general reporting requirements** for this award are subject to:

1. 2 CFR 200, Appendix XII - Award Term and Condition for Recipient Integrity and Performance Matters.

General Reporting Requirement

If the total value of your currently active grants, cooperative agreements, and procurement contracts from all Federal awarding agencies exceeds US\$10,000,000 for any period of time during the period of performance of this Federal award, then you as the recipient during that period of time must maintain the currency of information reported to the System for Award Management (SAM) that is made available in the designated integrity and performance system (currently the Federal Awardee Performance and Integrity Information System (FAPIIS)) about civil, criminal, or administrative proceedings described in paragraph 2 of this award term and condition. This is a statutory requirement under section 872 of Public Law 110-417, as amended (41 U.S.C. 2313). As required by section 3010 of Public Law 111-212, all information posted in the designated integrity and performance system on or after April 15, 2011, except past performance reviews required for Federal procurement contracts, will be publicly available.

2. 2 CFR 180.335 What information must I provide before entering into a covered transaction with a Federal agency?

Before you enter into a covered transaction at the primary tier, you as the participant must notify the Federal agency office that is entering into the transaction with you, if you know that you or any of the principals for that covered transaction:

- (a) Are presently excluded or disqualified;
- (b) Have been convicted within the preceding three years of any of the offenses listed in §180.800(a) or had a civil judgment rendered against you for one of those offenses within that time period;
- (c) Are presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or local) with commission of any of the offenses listed in §180.800(a); or
- (d) Have had one or more public transactions (Federal, State, or local) terminated within the preceding three

3. 2 CFR 180.350 What must I do if I learn of information required under §180.335 after entering into a covered transaction with a Federal agency?

At any time after you enter into a covered transaction, you must give immediate written notice to the Federal agency office with which you entered into the transaction if you learn either that—

- (a) You failed to disclose information earlier, as required by §180.335; or
- (b) Due to changed circumstances, you or any of the principals for the transaction now meet any of the criteria in §180.335.

Anticipated **project and financial reporting requirements** are:

- (1) Inception Report
- (2) Kick Off Meeting
- (3) Annual Work Plans
- (4) Annual Budget
- (5) Projected Quarterly expenditures
- (6) Monthly expenditures
- (7) Bi-weekly Status Reports
- (8) Subgrants/Prizes Operations Manual
- (9) Rules and eligibility requirements for subgrants/prizes and investment themes for subsequent windows/call for applications
- (10) MCC-PEPFAR Innovative Grant Challenge Program platform
- (11) Communications, Outreach and Grantee Community Building Plan
- (12) Call for Applications for grant/prize windows
- (13) Mentoring /capacity building plan
- (14) Quarterly Reports
- (15) Annual Performance Report
- (16) Final Program Completion Report
- (17) Closeout/Sustainability Plan
- (18) Technical Briefs/Reports, Special and Financial Reports
- (19) Success Stories

The details about each reporting requirement is specified in the project description above. All reports must be submitted to AOR and PM.

SECTION G. FEDERAL AWARDING AGENCY CONTACT(S)

All questions about this NOFO must be submit in writing to the following points of contract:

Mr. Taylor Wolf
Agreement Officer
E-mail: wolftj@mcc.gov

Ms. Nataliya Holl
Senior Contracting Specialist
E-mail: hollna@mcc.gov

SECTION H. OTHER INFORMATION

1. MCC ADDITIONAL INFO

The Millennium Challenge Corporation (MCC) is a U.S. government corporation whose mission is to provide assistance that will support economic growth and poverty reduction in carefully selected countries that demonstrate a commitment to just and democratic governance, economic freedom, and investments in their citizens. Eligible countries develop, in coordination with MCC, a program agreement (Compact) that is then implemented during five years. Our model is defined by core principles of selectivity, country ownership, transparency, and a focus on results. For more information on MCC, please visit www.mcc.gov.

The United States President's Emergency Plan for AIDS Relief (PEPFAR) is using and sharing data in unprecedented ways for greater transparency, accountability, and impact. In an effort to do the right things in the right places, PEPFAR is using data to strategically target geographic areas and populations with the highest HIV burden to accelerate progress toward epidemic control. PEPFAR is also opening their data through the PEPFAR Dashboards, enabling all to view, download and utilize PEPFAR data, to optimize program effectiveness and foster mutual accountability. PEPFAR is committed to putting data at the center of decision-making to achieve the greatest impact for investments and achieve an AIDS-free generation. For more information, please visit www.pepfar.gov/pepfar/.

MCC and PEPFAR entered into a partnership and signed a Memorandum of Agreement (MOA) in March 2014, which was subsequently amended in April 2015, to explore opportunities to strengthen country data, including open data, systems through an umbrella program currently referred to as “Data Collaboratives for Local Impact” (hereafter referred to as “Data Collaboratives” or “Program”). The Program will support country capacity and efforts to compile and use data from various sources to support decision-making, and improve programmatic planning effectiveness and mutual accountability (at the local, national and global levels).

The Program will initially fund investments in the following three areas, as integral and interconnected components of the overall investment:

1. Data for Local Impact Innovation Challenge. It will aim to strategically surface, engage, support, and connect local innovators, entrepreneurs, advocates, and south-to-south collaborators, to unlock datasets, as well as to fill data gaps to strengthen the overall data ecosystem while also responding to local, subnational and national priorities as well as the select requirements of the Data Collaboratives and the DREAMS partnership.
2. Tanzania Data Collaborative (or “Co-Lab”): Venue, technology platform and working space to share, combine and use data from multiple sectors and sources.
3. Subnational Data Collaboratives: This Project, which is still under development, will seek to improve the capacity of DREAMS subnational and district/county institutions to provide actionable data locally and increase citizen, infomediary, community stakeholder organizations (CSOs), and small and medium enterprise (SME) participation in improving services and/or use of data to improve lives.

2. INCLUSION OF OPEN CONTRACTING PRINCIPLES

MCC is taking innovative steps towards contracting process transparency, participation and increased disclosure and public participation, following and including the following Open Contracting principles (<http://www.open-contracting.org>) in this NOFO:

Phase I of the application process:

MCC will make publically available a list of all organizations, which applied to the Concept Paper Phase I, through an amendment to this NOFO.

Phase II of the application process:

MCC will make publically available a list of all organizations, which were selected to submit a complete applications for the Phase II an amendment to this NOFO to ensure synergy with the potential applicants and encourage access to partnerships.

Final Selection:

MCC will publicize the name of the final organization selected.

Grants/Prizes:

1. The windows and evaluation criteria for submitting applications for subgrants/prizes will be widely publicized in Tanzania and Kenya to ensure open competition and increased participation.
2. Lessons learned from the subgrants application and implementation will be also made available to the public.

End of announcement