USAID | KENYA AND EAST AFRICA
FROM THE AMERICAN PEOPLE

Pre-Solicitation Conference

Kenya Tuberculosis Support Program

March 23, 2018

Introductions

Health, Population and Nutrition (HPN) Office

- **Randolph Augustin –** Office Chief
- **John Bernon –** Deputy Office Chief
- **Katherine Farnsworth –** Ag HIV/AIDS Team Leader
- **Maurice Maina -** Project Management Specialist
- **Sonia Gloss** - Communication & Design Specialist

Office of Acquisition and Assistance (OAA)

- **Shirley Baldwin –** Ag Office Chief
- **Nya Kwai Boayue -** Agreement Officer
- **Caroline Munene -** Acquisition and Assistance Specialist

Purpose of the conference

- The Purpose of this conference is to:
  - Give interested and eligible organizations a chance to ask questions regarding the upcoming project.
  - Speak directly to USAID about current program and what USAID is looking to support in the future.
  - Give vendors a better understanding if their organization is interested in applying for this opportunity and also if their organization is qualified to complete the work.
  - Hear about USAID evaluation process for cooperative agreements.

Agenda

- The Tuberculosis (TB) Program
  - Overview of Current Status
  - Draft Program Description
- Procurement Process
  - Solicitation and Eligibility
  - Preparing and Submitting Applications
  - Review, Selection and Award
- Questions and Answers

Eligibility

Eligibility is restricted to local entities.

•In accordance with ADS 303, the definition of “local entity” means an individual, a corporation, a nonprofit organization, or another body of persons that:

(1) Is legally organized under the laws of;

(2) Has as its principal place of business or operations in;

(3) Is majority owned by individuals who are citizens or lawful permanent residents of; **and**

4) Is managed by a governing body the majority of who are citizens or lawful permanent residents of the country receiving assistance.

Eligibility……

‘**Majority owned**’ and ‘**managed by**’ include, without limitation, beneficiary interests and 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.

Overview of the Solicitation and Evaluation Process

The Solicitation

Request For Information (RFI)

- RFI # 72061518RFI000001
- Posted on March 13 – Grants.Gov

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- March 23, 2018
- **RFI responses due March 27, 4.00 pm**

Notice of Funding Opportunity (NOFO)

- Monitor Grants.Gov

Preparing/Submitting Applications

- Applicants must adhere to the NOFO instructions.

- The NOFO will be organized in the following format.
  - Section I - Program Description

  - Section II - Federal Award Information
    - Will state the anticipated project start date, total estimated amount of funding

  - Section III - Eligibility Information
    - Will state who is eligible to apply and discuss cost sharing

  - Section IV - Application and Submission Information
    - Content and Format of Application Submission. Technical and cost application. DUNS and SAM

Preparing/Submitting Applications cont.

- Section V - Application Review Information
  - The selection criteria and any sub-criteria that USAID will use when reviewing applications, including an indication of their relative importance.
- Section VI - Federal Award and Administration Information
  - Provisions and Reporting information
- Section VII - Federal Awarding Agency Contacts
- Section VIII - Other Information

The Review Process

- Review of complete applications will be conducted in two parts:
  1. The Technical Application will be reviewed by a Selection Committee (SC) comprised of at least a majority of USAID Staff.
  2. The Selection Committee must adhere to the selection criteria stated in the NOFO.
  3. Once an apparently successful applicant is identified, USAID will review the cost application and may negotiate aspects of the apparently successful application with them.

- Review will be conducted in strict accordance with the review criteria that will be included in the NOFO.

Risk Assessment

- Before award USAID must make a written final determination of the applicant's risk. To determine this USAID will review if an applicant:

  i. Has adequate financial resources or the ability to obtain such resources, as required during the performance of the award.

  ii. Has the ability to meet the award terms and conditions, considering all existing prospective recipient commitments, both nongovernmental and governmental.

  iii. Has a satisfactory record of performance.

  iv. Has a satisfactory record of business integrity.

  v. Is otherwise qualified to receive an award under applicable laws and regulations.

- In order to make this determination, the Agreement Officer may request that a Pre-award Survey be conducted to assess the organization’s capacity.

Selection and Award Process

- Once the application review process, along with any discussions, is complete, and an affirmative responsibility determination is made, the Agreement Officer with finalize his/her selection of the awardee.

- The award will be drafted and signed by the Agreement Officer and the awardee will be notified that its application was successful.

Key Award Terms and Provisions

- Branding and Marking
  - USAID requires the submission of a Branding Strategy and a Marking Plan by the apparently successful applicant.
  - The plan must be strictly adhered to during performance.
- Construction
  - Construction costs must be separately identified in the budget.
  - Construction activities must be limited under an assistance award.
- Applicants that have never received a negotiated indirect cost rate (NICRA) are alllowed to charge a de minimis rate of 10% of modified total direct costs (MTDC).

Modified Total Direct Costs

MTDC means all direct salaries and wages, applicable fringe benefits, materials and supplies, services, travel, and up to the first $25,000 of each subaward (regardless of the period of performance of the subawards under the award). MTDC excludes equipment, capital expenditures, charges for patient care, rental costs, tuition remission, scholarships and fellowships, participant support costs and the portion of each subaward in excess of $25,000. Other items may only be excluded when necessary to avoid a serious inequity in the distribution of indirect costs, and with the approval of the cognizant agency for indirect costs.

Any Questions/Comments ?

Points of Contact:

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