



USAID | DEMOCRATIC REPUBLIC OF THE CONGO

SUBJECT: Notice of Funding Opportunity, Number: 72066020RFA00002

This is amendment Number One to the subject NOFO, per details described on the next pages.

Program Title:

Child and Youth Education Response Activity (CYERA)

Issuing Office:

OAA/USAID/DRC, Agency for International Development

Agency Contact:

Malu Boyenge, Acquisition and Assistance Specialist

Email: mboyenge@usaid.gov

Sincerely,

A handwritten signature in blue ink, reading "Andre-Guy Soh".

Andre-Guy Soh

Agreement Officer

Amendment No. One (1)
“Child and Youth Education Response Activity” (CYERA)

The purpose of this Amendment No.1 to NOFO No. 72066020RFA00002 is to do the following:

1. Incorporate annexes involuntarily omitted in the original solicitation as follows:
 - a. Under **SECTION D: APPLICATION AND SUBMISSION**, Subsection **6. Cost Application Format, d) Budget and Budget Narrative**, delete the first paragraph in its entirety, replace and insert the following in lieu thereof:

“The cost/business application shall include a detailed budget narrative and justification that describes the total amount for implementation of the proposed activity. Please see the attached mandatory budget template (ATTACHMENT 1) to be submitted by the Applicant. The budget narrative shall provide information regarding the basis of estimate for each line item, including reference to sources used to substantiate the cost estimate (e.g. the organization’s relevant policies, payroll documents, vendor quotes, etc).”

- b. Local Compensation Plan (ATTACHMENT 2)
 - c. Approved Initial Environmental Examination (IEE) (ATTACHMENT 3)
 - d. SF 424 Form A (ATTACHMENT 4)
 - e. SF 424 Form B (ATTACHMENT 5)
2. Under **SECTION C: ELIGIBILITY INFORMATION**, delete Sub-section **2. Cost Sharing** in its entirety **and substitute it with the following:**

“The applicant shall estimate the amount of cost-sharing resources, recommended at 15-20% of total cost, to be provided over the life of the agreement and specify the sources of such resources, and the basis of calculation in the budget narrative. However, USAID is open to hearing additional creative suggestions from interested parties to arrive at an ideal approach.

Applicants shall also provide a breakdown of the cost share (financial and in-kind contributions) of all organizations involved in implementing the resulting award.

Proposed cost sharing or matching funds should be committed taking into consideration guidelines as stated in 2 CFR 200.306.”

3. Under **SECTION D: APPLICATION AND SUBMISSION INFORMATION, Subsection 6. Cost Application Format** delete **paragraph h) History of Performance** in its entirety.
4. Present questions submitted on January 9, 2020 Due Date for Questions, and insert USAID’s responses as follows:

	Question	RFA Section	RFA Page No.	USAID Responses
1.	Why has the NOFO included Kasai Central, and excluded areas such as Kasai, Kasai Oriental, and Haut Katanga?	N/A	N/A	USAID made a determination about prioritizing, based upon manageable interests, contributions from future and current actors, including multi-lateral funders like the Global Partnership for Education and the Education Cannot wait funds. Tanganyika, Haut-Uele, and the ‘other Kasais are considered possible expansion zones, depending on future developments. Furthermore, CYERA is designed to support USAID/DRC’s strategic shift to eastern DRC.
2.	The NOFO says that “School fees limit the number of children who enroll in, stay in, and complete a full cycle of basic education, especially for the poorest and displaced families.” Given the new policy barring the collection of schools fees through primary 7, and the loss of “enseignants communitaires” – those teachers who were paid not by the state but by schools fees - does USAID see an evolution in their analysis of the issues at hand?	N/A	N/A	While there are a few challenges, free schooling for basic education in the DRC is irreversible. The free school policy only applies for ‘public’ schools (including government-run and ‘conventionnées’ schools). Private sector schools - both in formal and non-formal setting - still fill a huge gap, in terms of education service delivery. Applicants are encouraged to factor the announcement and implementation of “gratuité” into their programming, as much as possible considering the many uncertainties associated with this policy. Note that the wide range of school fees, including

				uniforms, notebooks, etc., still represent a large cost to families.
3.	Do the 5 local NGOs need to be from the implementation area or can they be national level NGOs?	N/A	N/A	While the local NGOs can be either national or from the implementation area, they should ideally have some ‘presence’ in the implementation zone/province. The ‘presence’ could mean having a ‘satellite office’ or having carried out interventions in those zones.
4.	Is there a specific target USAID has in mind for reach and is there a preferred breakdown between ages (primary secondary/vocational)?	N/A	N/A	USAID expects applicants to specify and justify realist targets. Applicants should also look into the breakdown and the levels of desegregation, based on their knowledge of the context and the proposed intervention zones
5.	Where can we find TLMs created by USAID and other donors specifically for the DRC context? (they list the projects, but the websites don’t have the actual workbooks, trainings, etc.)			The TLMs can be found on the USAID Development Experience Clearinghouse as well as on the Ministry of Primary, Secondary, and Technical Education’s websites.
6.	Does USAID suggest preparing contingencies in case TIP policies interrupt programming?			Yes, applicants are encouraged to prepare for the eventuality of Trafficking Victims Protection Act (TVPA) sanctions and for them not being able to implement activities considered “assistance to the government”.
7.	Page 7 of the NOFO says “USAID’s convening authority on this subject and in these geographic zones should be fully utilized”. Is this authority a specific group/entity?		7	No. This refers to, for example, the applicant working in collaboration with USAID’s Education Office to ensure that high-level U.S. government communications & individual presence are made or present in order to convene potential partners.
8.	On Page 12 of the NOFO the document refers to “three fundamental purposes for monitoring and evaluating activity performance, but then		12	The missing third is “collaborating, learning, and adapting’ (CLA) for which the toolkit can be found here: https://usaidlearninglab.org/cla-toolkit

	proceeds to enumerate two purposes. Is there a missing third?			
9.	Page 18 of the NOFO refers to the inception phase saying “the inception phase is expected to be an appropriate duration of time to allow for activities with students, teachers or communities to begin at the beginning of the next academic year after the award is signed.” Does this mean that the inception period is meant to run from April-August 2020?		18	The DRC’s school year calendar spans from early September through July. The applicants should take this calendar into account when developing their start up plans and the inception phase.
10.	Are applicants permitted to use an annex for the required table of indicators, targets, and indicator methodologies?	A.6	14	Yes, per the NOFO (p.28)
	In light of potential TIP sanctions and the possibility of the program not obtaining a waiver, can USAID clarify to what extent a program would be able to work with public schools in a humanitarian /conflict setting?	A.7	19	In the event of TIP sanctions, USAID assistance cannot currently be geared towards public schools, except for life-saving activities.
11.	The recommended cost share of 25% is extremely high for this type of program, especially given the materials already created and that this is not a program that would use large amounts of donated supplies. Would USAID consider reducing the expected amount?	C.2	24	The recommended 25% share is an estimation based on prior USAID experience. USAID is open to hearing additional creative suggestions from interested parties to arrive at an ideal approach in this regard. However, a 15-20% cost share would be acceptable.
12.	Will USAID accept 10-point font in tables, charts, and text boxes?	D.3	26	Yes
13.	The instructions for the technical approach (and evaluation criteria) include proposing a theory of change	D.5	28	Applicants are encouraged to consider the proposed and simplified theory of change (TOC) as a broad parameter, but

	for the program. Would USAID like applicants to build on the theory of change presented on page 7, or are applicants encouraged to develop alternate theories of change?			should build on this through their own, more detailed and adapted TOC, with compelling reasons/rationales.
14.	SF 424B is included as a requirement in both section (b) and (c). Can USAID please confirm that it should only be included in section (b)?	D.6	31	SF 424B should only be included in section (b)
15.	Please include the required budget template.	D.6	32	Budget template was involuntarily omitted in the original solicitation and is attached to this amendment Number One.
16.	If sub-recipients do not have a NICRA, are they permitted to demonstrate their indirect cost rates through the past three years of audited financial records, as on most USAID proposals?	D.6	34	Yes. If the apparently successful applicant has never received a negotiated indirect cost rate, the recipient may choose to charge a de minimis rate of 10% of modified total direct. If the prospective applicant chooses the de minimis rate, the AO will incorporate the 10% indirect cost rate in the award budget.
17.	The cost proposal “History of Performance” requirement seems to cover the same information as Past Performance Reference Sheets in the technical proposal, but for all relevant projects within the last five years (a significant number of projects for larger applicants). Would USAID consider removing this requirement in favor of the PPRs already included in the technical requirements?	D.6	37	Yes, this requirement is being hereby removed provided that PPRs are already addressed in the technical requirements.
18.	Can USAID please confirm that that applicants may	D.6	40	Yes. USAID hereby confirms the requirement of three PPRs for

	provide up to three PPRs each for themselves and any major sub-recipients, not total?			themselves and three for any proposed major subrecipient.
19.	What is the threshold for a major sub-recipient?	D.6	40	A major sub-recipient is one with their budget over \$1,000,000.
20.	It appears that the instructions for the Year 1 Implementation Plan are for the final project version. Can USAID please clarify what is required for the Illustrative Year 1 Implementation Plan to be submitted as part of the proposal?	F.3	48	What is required for the illustrative Year 1 implementation plan can be found on p.48 of the NOFO. The final version will be submitted by the successful recipient 30 days after the award is made.
21.	What is required for the Illustrative AMELP included in the proposal? Is this separate from the indicators/targets table mentioned on page 14, and if so, can USAID please clarify the difference between the two annexes?	F.3	49	What is required for the illustrative AMELP, at minimum, can be found on p.49 of the NOFO and is meant to include the indicators and targets table as well. This should be one annex, not two.
22.	USAID provides a Theory of Change (ToC)/development hypothesis on page 7 of the NOFO. In the Technical Approach discussed on page 28, USAID asks applicants to propose a Theory of Change/development hypothesis. Please clarify whether applicants should design around USAID's ToC or if applicants should propose an alternative ToC		7,28	See response to question #13. Applicants are encouraged to consider the proposed simplified theory of change (TOC) as a broad parameter, but should build on this through their own, more detailed and adapted TOC, with compelling reasons/rationales.
23.	USAID requests that the successful applicant set aside \$4 million of this award for potential responses to the development challenge in the broad Okapi, Garamba and Virunga and/or affected zones. Should applicants also set aside funds for			This is at the discretion of each applicant and their particular approach to the goals of CYERA. Flexibility is critical. USAID expects applicants to craft proposals that take into account the response to acute crises in expansion zones like Haut-Uele, Kasai, Kasai Oriental and

	possible expansion to Haut Uele, Kasai, Kasai Oriental, and Tanganyika if requested and if so, what amount?			Tanganyika, and make suggestions along with a compelling justification about the amount that might be worthwhile setting aside.
24.	Cost sharing: given the difficulty of working in the DRC and the limited private sector, would USAID consider reducing or eliminating the cost share requirement or changing the requirement to leverage?			Please see response to number 11
25.	Will the 5 local organizations be identified and agreed upon during the inception phase?			Applicants are encouraged to propose their five local organizations; note that USAID strongly discourages exclusive partnering agreements. Through this agreement, USAID is required to review and approve/disapprove local awards. These 5 local NGOs will be agreed upon early enough in the implementation of the award.
26.	Can USAID please provide a single list of the required Annexes? Required Annexes listed on page 26 in the NOFO are: a) Documentation of partnerships with consortium members, sub-recipients or private sector entities. Are these Letters of Commitment? b) Management structure or organizational chart(s) showing staff positions, partners and lines of supervision.		26, 29, 30	a) Yes, letters of commitment could be a good documentation that shows partnership; however, the interested parties need to follow the instructions as stated on page 26 which are self-explanatory. b) Yes, Organizational chart may be acceptable to reflect the management structure.

Can USAID please clarify if the Annex should be a narrative or an organization chart; if a narrative, how is this narrative different from the requirements in the Technical Approach for a Management Approach (section 3, page 29) and a detailed Staffing plan (page 30). c) Resumes & references for all key personnel and signed letters of commitment; and d) Past Performance Reference Sheets. However, later in the NOFO, additional Annexes are listed. Please confirm that these are required at the time of submission or if they will be developed during the Inception phase? i. provide an Annex (in Excel format) with a breakdown of calculations used to set targets ii. An Illustrative Year 1 Implementation Plan as an annex to the Technical application. If this is required, can USAID provide a template for the chart it wants used? iii. An Illustrative AMELP will be submitted as an annex to the Technical Application.			c) The instruction is clear regarding resumes and references to key personnel. d) Yes, this is to confirm that Past Performance and reference sheets have be submitted along your application. i. Yes ii. Interested parties must prepare their own proposed Implementation Plan, USAID cannot provide any template in this regard. iii. Yes.
--	--	--	--

27.	What is the age range of children and youth to be served?			USAID expects the applicants to provide this along with a justification for their targeted range.
28.	What levels of formal school are to be covered? Lower primary? Upper primary? Secondary?			USAID also expects the applicants to articulate this in their proposals, based on their knowledge of the context.
29.	What levels of nonformal (alternative) education are to be covered?			USAID also expects the applicants to articulate this in their proposals, based on their knowledge of the context.
30.	What subjects (“foundational skills”) are to be covered? Literacy? Math? Social-emotional learning? Any other?			Each applicant should identify the foundational skills they believe are required by the targeted populations, as well as the rationale.
31.	On Page 27 of the NOFO with regard to the Implementation Plan: What information is required in the Implementation Plan (timeline of activities, responsible parties, results, etc.)? What format of the Implementation Plan does USAID require or prefer (narrative or table)? Can USAID confirm that the implementation plan in the technical text is really an implementation strategy and narrative in form while the illustrative implementation plan to be submitted in an annex is a table/gantt chart		27	See answer to question # 21. USAID does not require a specific template for the illustrative implementation plan.
32.	“USAID-supported programs must address key barriers to education access that are exacerbated during a crisis, such as parents’ financial capacity to cover education-related expenses.” a. Can the project provide financial assistance to parents to		9	USAID expects the applicants to explore a range of promising models and articulate them as part of their comprehensive approach to tackling these barriers.

	address this barrier?			
33.	The NOFO states: “The body of DRC-specific evidence on teachers, classroom instruction and learning outcomes has significantly grown over the past five years and should be applied to any programs supported by USAID.” a. Please provide the references to reports on this evidence.		11	Several major donors, as well as Accelere activities, including those implemented by Chemonics and Cambridge Education have developed operational research and reading assessments on these topics. USAID will ensure the DEC is up to date and encourages applicants to research the internet and reach out to these partners.
34.	The NOFO states: “Capturing knowledge about...whether external assumptions about the activity’s operating environment...remain valid and appropriate...” a. Please clarify the term “external assumptions.”		13	This is part of the three-fold purpose of Monitoring, Evaluation and Learning. USAID expects the applicants to articulate this when crafting the AMELP for CYERA.
35.	The NOFO states: “This activity should have the capacity to expand to Haut Uele, Kasai, Kasai Oriental, and Tanganyika if requested. ...Special emphasis on Ebola-affected zones, including the broad Okapi, Garamba, and Virunga Park zones, may be required by USAID. (At this time, USAID requests that the successful applicant set aside \$4 million of this award for potential responses to the development challenge in the broad Okapi, Garamba and Virunga and/or affected zones.) USAID and the successful applicant will		17-18	See answer to question # 24 Applicants are encouraged to suggest how they would program this \$4 million, while knowing that these decisions will be made jointly by USAID and the successful applicant.

	determine the number of districts and packages implemented by the highest areas of vulnerability and inclusion of the most vulnerable children and youth populations.” A. In light of the previous paragraph, how should applicants budget for numbers of beneficiaries, districts and packages?			
36.	Selection of the implementation zones...p. 29 of the NOFO says we must describe the proposed implementation zones and page 18 suggests we identify Ebola-affected zones but later on in that same paragraph USAID says that it and the successful applicant will determine the number of districts and packages...Should we be suggesting zones or districts in each province or not?		18,29	USAID expects the applicants to suggest the zones and the districts, based on their knowledge of the context. Further discussions will have to happen with the successful recipient.
37.	The NOFO, directs applicants to “Please see attached mandatory budget template to be submitted ...” There does not appear to be a template in the NOFO. Can USAID please provide the budget template		32	Budget template was involuntarily omitted in the original solicitation and is attached to this amendment Number One. (See question 16)
38.	Under summary of minimum key sub-results for IR1, Sub-result 1.7 (the last bullet): Provincial and national (if applicable) truth and reconciliation dialogues and conferences used to mobilize and further issues of critical, long-term importance.		10	Listed as a minimum key sub-results, this sub-result (“as applicable” - as stated in the RFA) is intended to explore how such results could complement the activity’s inputs that are meant to address the consequences of conflict and crises in the targeted areas.

	a. The use of the term “truth and reconciliation dialogues indicate a focus on conflict transformation, which is a significant deviation from the focus of the activity. Can USAID please clarify what is expected under this sub-result.			
39.	As the recipient will be operating in DRC and need to hire employees in-country as well as expatriate staff and third-country nationals, would USAID kindly provide a copy of (or link to) the current bilateral agreement between the US and DRC in both English and French or confirm that there is no bilateral agreement between the US and DRC?			USAID does not consider it a document necessary for the submission of applications related to CYERA. Nevertheless, applicants can find shareable policy related materials and documents on the US Embassy Kinshasa webpage at https://cd.usembassy.gov/ and the Department of State website at https://www.state.gov/countries-areas/democratic-republic-of-the-congo/
40.	Is USAID able to provide documentation to the selected recipient and its subrecipients and contractors to verify exemption of taxes for the program and for any posted expatriate staff members on the program?			Yes, USAID will provide documentation to the successful recipient and its subs for tax exemption purposes as spelled out in Article 6 of the bilateral agreement between the United States and the Democratic Republic of Congo.
41.	Costing: In order to propose salaries that are comparable with USAID’s salaries, would USAID kindly provide its local compensation plan for CCN staff?			Yes, the Local Compensation Plan is attached to this amendment Number One to the solicitation.

42.	Is DRC considered an accompanied post or an unaccompanied post by USAID?			Yes, DRC is considered an accompanied post.
43.	Subawards: The NOFO requests several cost documents from the applicant (e.g. Representations and Certifications, NICRA, etc.). Are these items required from proposed subrecipients, or only from the prime applicant?			Reps and certs, NICRA and others are applicable to both prime and sub-recipients.
44.	Subawards: On page 30 regarding institutional capacity, USAID stipulates that “The Applicant must furnish evidence, that it has, along with its proposed major partners (if any), the ability to efficiently plan, implement and monitor education activities in conflict settings or contexts similar to DRC.” Later on page 40 regarding Past Performance, USAID stipulates that “...the Applicant should discuss its capability and experience and also that of any major sub-recipients, their relevant capabilities and experience in implementing activities....” Could you please confirm that “major” partners/subrecipients are those partners whose proposed cost exceeds 20% of the total proposed cost?		30	A major sub-recipient is the one whose total estimated amount is over \$1,000,000.00
45.	Procurement: Are there any Mission-specific blanket waivers in effect which will apply to an award resulting from this solicitation?			There is a countrywide waiver of source/nationality requirements for the procurement of non-US manufactured vehicles, which will be made available to the successful applicant.

46.	Past Performance: Can applicants use the standard USAID short form for PPRs?			Yes
47.	Submission: Is there a MB limit (per email) for the electronic submission?			There is no restriction
48.	Submission: Is there a limit on the number of attachments (per email) for the electronic submission?			There is no limit for number of attachments.
49.	Submission: Please confirm that documents in Microsoft version 2010 or later are acceptable.			Yes
50.	Submission: Please confirm that documents, which require a signature, may be submitted in pdf.			Yes
51.	Terms and Conditions: Would USAID please provide a copy of the referenced IEE?			Yes, approved IEE is attached to this amendment Number One.
52.	Can USAID indicate how long the inception phase will be that is mentioned on p.18 of the RFA?		18	See response to question #9
53.	The solicitation states that, 'Only reproduction or printing of existing education materials will be allowable and reimbursable.' There is also an indicator on p.15 in Output 2 - Number of primary or secondary textbooks and other teaching and learning materials (TLM) that are inclusively representative provided with USG assistance. Should the applicant assume that all existing materials are inclusive due to the requirement that it is unallowable to develop or validate materials?		15, 38	Yes

54.	“Individuals reached through GLOW camps” is listed as a sub-result for IR 1 and IR2 on pages 10 and 12 of the RFA. Which IR is this under?		10,12	It can be a contributing tool under both IRs or just one of the IRs to accomplish the stated result. It depends on the applicant’s Theory of change (and results framework potentially) and how they intend to achieve the result.
55.	On page 40 the NOFO says “The Applicant shall provide detailed past performance information, which should include up to three (3) relevant Awards (Contracts, Grants and Cooperative Agreements) performed within the last five (5) years that are similar in size, scope and expected results to what is contained in the Program Description. These should be provided in Annex.”		40	Yes, this shall be provided as an annex to the application.
56.	However, on page 36, the NOFO says “The applicant must provide information regarding its recent history of performance for all its cost-reimbursement contracts, grants, or cooperative agreements involving similar or related programs, in a similar cost range, not to exceed five years”		36	The question is not clear, however interested parties must provide Past Performance information of projects of similar size and scope to CYERA for the last five years.
57.	Please confirm whether USAID is requesting up to three PPRs per organization as indicated on page 40, or PPRs for all relevant programs in the past five years.		40	Yes.