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BURUNDI

Subject:	Amendment No.2 to USAID/Burundi Notice of Funding Opportunity (NOFO) Number : 72069519RFA00002
Activity Name	WIYIZIRE (Come here, we will comfort you) Health Activity
Amendment Number	02
Issuance Date	August 28, 2019
Issued by	Peggy L. Manthe, Agreement Officer <i>Peggy L. Manthe</i>

A. Background and Purpose of this Amendment

The subject Notice of Funding Opportunity (NOFO) was issued on July 25, 2019. Questions received subsequent to the issuance of the NOFO are contained in Section B. below

As indicated in Section D.1.2 "Questions and Answers" of the subject NOFO, "(a)ll questions and answers concerning this NOFO will be furnished to all prospective Applicants (without attribution to the organization) as an amendment to this NOFO which will be posted on www.grants.gov and the US Embassy Bujumbura website.

The purpose of this Amendment is to (1) provide responses to questions received prior to the deadline for questions and during the Pre-Application Conference conducted on August 14, 2019; (2) extend the deadline for submission of applications, and (3) make other revisions to the NOFO as set forth below.

B. Revisions to Notice of Funding Opportunity (NOFO)

1. Cover letter, the closing date for submission of applications is revised from "September 10, 2019" to September 17, 2019. The closing time remains the same.

2. Section D.3.5, "Dun and Bradstreet and SAM Requirements" of the NOFO, replace in its entirety with the following:

"D.3.5 Dun and Bradstreet and SAM Requirements

USAID may not award to an applicant unless the applicant has complied with all applicable unique entity identifier (DUNS number) and System for Award Management (SAM) requirements. Each applicant (unless the applicant is an individual or Federal awarding agency that is exempted from requirements under 2 CFR 25.110(b) or (c), or has an exception approved by the Federal awarding agency under 2 CFR 25.110(d), or the Non-US standard provision entitled "Universal Identifier and System of Award Management") is required to:

1. Provide a valid DUNS number for the applicant upon submission of an application;
2. Be registered in SAM before an award is made, but is not required for submission of an 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).
3. Continue to maintain an active SAM registration with current information at all times during which it has an active Federal award.

The registration process may take many weeks to complete. Therefore, applicants are encouraged to begin the process early. **If an applicant has not fully complied with the requirements above by the time USAID is ready to make an award**, USAID may determine that the applicant is not qualified to receive an award and use that determination as a basis for making an award to another applicant.

DUNS number: <http://fedgov.dnb.com/webform>

SAM registration: <http://www.sam.gov>

Non-U.S. applicants can find additional resources for registering in SAM, including a Quick Start Guide and a video on how to obtain an NCAGE code, on www.sam.gov, navigate to Help, then to International Registrants.”

NOTE: There is no requirement for a subrecipient to be **registered in SAM** before an **award** is made to the prime applicant. Rather, the subrecipient must be registered in SAM before the **sub-award** can be made. See 2 CFR 200.331(a)(1)(ii), paragraph B of Appendix A to 2 CFR 25; and paragraph b of the US and the non-US standard provisions entitled "Universal Identifier and System of Award Management. Furthermore, in accordance with the standard provision entitled "Debarment and Suspension", the (prime) recipient cannot enter into an "sub-award" with an entity that has an active exclusion in SAM.”

3. Section D.3.8, Geographic Code of the NOFO: Delete and replace with:

“D.3.8 Geographic Code

It is anticipated that the recipient may need to procure equipment or supplies such as vehicles or generators (excluding real property) for its own use or for beneficiaries of its program in order to accomplish a milestone.. However, it is only when the purchase of equipment or supplies is itself the milestone and such purchase is specifically named in that milestone that the recipient must comply with USAID source and nationality rules (22 CFR 228) (see USAID policy in ADS 310 and ADS 312). Otherwise, purchases of the recipient that are incidental to the recipient’s

completion of a milestone are not deemed “financed” by the fixed amount award notwithstanding that their costs were included in the estimate upon which the total amount of the fixed amount award was negotiated.

In the event, that procurement of equipment or supplies is specifically named in that milestone, it should be noted that the capacity to maintain and repair American-made vehicles and the unavailability of spare parts in Burundi make procurement and use of American vehicles challenging. Global Health funds (Child Survival) which includes family planning and HIV/AIDS funds are covered under the Development Fund for Africa (DFA) procurement rules which authorizes Geographic Code 935 (See Section B.6 of the NOFO), i.e., any area or country including the recipient country, but excluding any country that is a prohibited source, for the procurement of goods and services.”

4. Revise Section F.4.i., “Quarterly Financial Reporting” of the NOFO to read as follows:

“i. Quarterly financial reporting:

The Recipient must submit quarterly financial reports to AOR within 30 days after the end of each quarter of the fiscal year during the performance period. The Recipient will use the form PEPFAR Program Expenditures (DS-4213 OMB 1405-0208), the PROMIS information system and subsequently approved information systems as a part of completing the PEPFAR Expenditure Analysis at the end of each USG fiscal year (September 30).

Quarterly financial reports should contain, at a minimum

The recipient must submit a quarterly Financial Report to the Agreement Officer’s Representative (AOR) within 30 days after the end of each quarter of the fiscal year during the performance period.

Quarterly financial reports should contain, at a minimum:

- Total funds awarded to date by USAID into the agreement;
- Total funds previously reported as expended by Recipient main line items;
- Total funds expended in the current quarter by the Recipient by the main line items;
- Total unliquidated obligations by main line items; and,
- Unobligated balance of USAID funds.”

C. Questions and Answers

Q1.The NOFO provides a zone of intervention. Is the Applicant mandated to cover the entire zone of intervention as described in the NOFO or can the Applicant define a specific zone in which to operate?

A1. The application must cover the entire zone as described in Section A.7.2 of the NOFO. However; the applicant must remain flexible to change its geographic focus whenever programmatically required.

Q2. Is it possible to limit interventions within the 7 mentioned provinces?

A2. The selection of districts within the Geographic Focus provinces (see Section A.7.2 of the NOFO) will be done in collaboration with USAID AOR during the implementation planning phase"

Q3. Can interventions be limited to just one intervention area of the described Activity?

A3. The interventions included in the NOFO (section A.9. Activity Description) are illustrative. Applicants must propose interventions based on their technical approach. However the proposed interventions must cover the program areas (Health, Education, Socio-Economic Strengthening and Case Management of OVCs) and contribute to the achievement of the goals and results through the intermediate results and sub-intermediate results outlined in the Result Framework in section **A.6. Results and Goals** of the NOFO and further described in section A.9. Activity Description.

Q4. It is hard to complete the DUNS registration process, how can an applicant get help?

A4.. As noted in Section F.3 VII of the subject NOFO, a DUNS number may be obtained from D&B by telephone (currently 866-705-5711) or the Internet (currently at fedgov.dnb.com/webform). Please also refer to the attached instructions for registering for a DUNS Number. A DUNS is not required at the time of submission of the application, however a DUNS number for the prime applicant must be provided to USAID prior to award.

Q5. Is it possible to enter into a consortium with a local NGO that doesn't have a registration with USAID yet?

A5. For the purposes of this NOFO, registration" refers to registration in the USG's System for Award Management (SAM) because separate USAID-specific registration is not required.

There is no requirement for a proposed subrecipient to be registered in SAM **before the prime award** is made. However, the subrecipient must be registered in SAM **before the sub-award** can be made.

Q6. Is there a need to re-register for those NGOs that already have a DUNS number?

A6. No.

Q7. Can the same key personnel be listed on more than one application?

A7. Yes. There is no restriction on listing the same key personnel in more than one application. Please refer to Section D.2.7, Annex 2 “Letters of Commitment” of the NOFO which states “Letters of Commitment for each proposed Key Personnel (**non-exclusive**)”

Q8. Submissions will be done electronically. Where do we find help if we need assistance with electronic submission?

A8. If you experience difficulty with electronic submission, please contact the identified contacts in Section G.2 of the NOFO prior to the deadline for submission of applications.

Q9. You mentioned that we can submit our application in French but also say that in case of discrepancy the English version will prevail. Are we submitting an application in 2 languages or just one?

A9. The application may be submitted in either English or French. As noted in Section D.1.4 of the subject NOFO “In accordance with ADS 303.3.20, it is USAID policy that English is the official language of all award documents; however, applications submitted in response to this NOFO **may be submitted in either French or English language**. In case of any discrepancies between the English and French version, the English version is the official version and takes precedence.”

Q10. How does one access the PEPFAR indicators?

A10. Please use this link <https://www.pepfar.gov/documents/organization/263233.pdf> or visit the PEPFAR website at <https://www.pepfar.gov/>.

Q11. Targets of 20,000 beneficiaries seem too high compared to budget, can they be revised?

A11. The set targets are based on the past 3 years working in this field. Applicants should consider the cost/efficiency ratio to determine how to achieve the results with available resources.

Q12. Is it possible to submit the application before the September 10 deadline?

A12. Yes, however, please see the response to question number 14 below.

Q13. Unable to access required forms by opening the provided links on grants.gov

A13. If you have difficulty registering on www.grants.gov or accessing the NOFO, please contact the Grants.gov Helpdesk at 1-800-518-4726 or via email at support@grants.gov for technical assistance.

Q14. Is it possible to extend the current September 10 deadline by an additional week to allow participants to complete the application?

A14. Please see B.1 above which extends the deadline for submission of applications to **September 17, 2019**.

Q15. Some participants were informed of this event by direct email, not everyone. Should we keep expecting email updates whenever the NOFO is amended?

A15. As noted on the cover page of the subject NOFO, "This funding opportunity is posted on www.grants.gov, and may be amended. **It is the responsibility of the applicant to regularly check the website to ensure they have the latest information pertaining to this Notice of Funding Opportunity** and to ensure that the NOFO and any future amendments have been downloaded from the internet in its entirety.

With respect to those who received an email, it is because their email addresses were in the USAID database and this information was provided in the interest of ensuring the widest circulation and interest possible **after** posting the Notice of Funding Opportunity and Amendment No. 1 on www.grants.gov.

Q16. Will the remaining time suffice for the completion of a winning application?

A16. Please see answer to question 14 above.

Q.17. Is there opportunity to form a consortium between various CSOs or there is an opportunity to work with sub-recipients?

A.17. Prospective applicants can propose to work or collaborate with other organizations however, the award will be made to the prime applicant, and the other organizations will be considered as subrecipients or subcontractors. Please also refer to Section C.1.(4) of the NOFO which states, in part,

"When proposing sub-awards, the Prime applicant may use other Burundian or international organizations to implement components of the Activity for which they have expertise and experience. For example, international organizations may be a sub-partner specifically to provide capacity building support to local partners."

Q.18. Key Positions require "the Master level." Nevertheless, there are people who have 17 years of experience in the field but with a level License. So these people cannot compete for these positions?

A.18. Each Key Personnel Position has a Qualification as is either "Desired", "Highly Desired" or "Required". Please carefully read Section A.12 of the subject NOFO regarding the qualifications of key personnel to confirm whether the qualification is "desired", "highly desired" or "required". If the qualification is required, the proposed key personnel must possess that qualification in order to be compliant with the terms and conditions of the NOFO.

Q19. We are asking if we will be applying electronically or physically.

A.19. All applications must be submitted electronically by email. Please follow the submission instructions for applications in Section D.1.3 of the subject NOFO to ensure you are in compliance with the NOFO.

D. Applicability of Original NOFO

Except as specifically amended herein, all other terms and conditions of the subject NOFO, remain unchanged and in full force and effect.

[END OF AMENDMENT NO. 2]