



USAID | GUATEMALA

August 22, 2017

Subject: Notice of Funding Opportunity (NOFO)
Request for Applications (RFA) No. RFA-596-17-000003
Amendment No. 2

Program Title: PASCA 3.0 – Central American Project for Sustaining and
Championing the Human Rights Response to Human
Immunodeficiency Virus (HIV)

Dear Applicants:

This Amendment No. 2 to subject RFA is hereby issued to make a clarification to Question No.32 of Amendment 1, as follows:

“32. Page 35, item 2.a.vi. states “Document must be in a recent Windows-compatible version of MS Word (version 2000 or later), Excel and PDF” and on pages 35–36 under “3. Application Submission Procedures” it is stated that “Each Application, either technical or cost, should consist of only one file in Microsoft Word comprising the complete application, plus one file in PDF comprising the complete application. In the case of the Cost Application, in addition to the MS Word and PDF files, the electronic submission must also include a budget in a non-protected MS Excel file.” Can USAID please confirm that the Cost Application must be submitted in triplicate, i.e. 1) the complete Cost Application in MS Word including the full budget; 2) the complete Cost Application in PDF, including the full budget; and 3) the full budget by itself as a non-protected MS Excel file.

Response Amendment No.1: Please delete PDF format for technical and cost applications. Technical proposal and budget narrative must be submitted in Word, text accessible. Budget must be submitted in Excel, with formulas unlocked.

Clarification Amendment No.2: USAID will allow Applicants to submit the Cost Application as follows: a) cover page (PDF), b) Signed SF 424 Forms (PDF), c) budget in MS Excel files with formulas unlocked, d) Budget Narrative in MS Word. The rest of the cost application such as certifications, personnel and travel policies, etc., can be submitted in PDF.

All other terms and conditions of the RFA remain without change and in full force.

Natalie J. Thunberg
Agreement Officer