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Notice of Funding Opportunity (NFO):	RFA-517-16-000004
Title:	“Climate Risk Reduction”
Amendment No.:	One (1)
Amendment Issuance Date:	April 28, 2016
Pre-application Meeting Date:	May 10, 2016
Pre-application Meeting Time:	10:00 hrs Dominican Local Time
Revised Closing Date:	May 31, 2016
Revised Closing Time:	12:00 hrs Dominican Local Time

Ladies/Gentlemen:

The purpose of this amendment is to: a) extend the date and time of submission of application; b) provide information for a pre-application meeting; c) revise the terms and conditions of the NFO; and, d) provide responses to questions in Attachment 1 to this amendment.

With this amendment, the due date and time for submission of applications are being changed from May 12, 2016 at 15:00 hrs Dominican Local Time to May 31, 2016 at 12:00 hrs Dominican Local Time.

Pre-Application Meeting is scheduled on May 10, 2016 at 10:00 hrs Dominican Local Time. Applicants interested to attend to this meeting should contact Claudia Molina at cmolina@usaid.gov or José Luis Núñez at jnunez@usaid.gov for venue confirmation. Due date for confirmation attendance is May 9, 2016 at 15:00 hrs Dominican Local Time.

Changes to the Notice of funding opportunities are as follows:

- (1) On Section A: **PROGRAM DESCRIPTION, V. Specified Key Personnel**, change its content with the following:

Project Director

The Project Director will have overall responsibility for coordination of all project activities and staff. S/he will be responsible for technical leadership and administrative oversight of the program and will serve as the principal institutional liaison to USAID. S/he will manage a team of senior staff and sub-partners and ensure quality, timeliness, and efficiency of all products and activities generated under the project.

- Master's Degree or higher in international development, urban planning, climate change, environment and natural resources, or a closely related field is required.
- Ten years of experience working in the Dominican Republic and/or the Latin American/Caribbean region is required.

- S/he must have strong leadership qualities and depth and breadth of technical and management expertise, as demonstrated by at least ten years of experience designing, implementing and managing projects involving multiple partners, in/for developing countries, of which at least five years has been spent in the position of Project Director or Deputy Project Director.
- Management experience with a USG cooperative agreement preferred. Experience with municipal planning and development, systems strengthening, capacity building, economic strengthening, service delivery, quality improvement or policy development is required.
- S/he must have experience interacting with national/local government agencies, host country governments and counterparts, and international donor agencies.
- Strong interpersonal, writing and oral presentation skills in English and Spanish are also required.
- English and Spanish at a 3/3 level¹.

Technical Content Specialist (TCS):

Climate Change/Natural Resources Management/Urban Development

Under the leadership of the Project Director, the TCS will be responsible for technical leadership to assist municipalities to incorporate climate change adaptation into the municipal planning process.

- Master's Degree or higher in urban planning, climate change, environment/natural resources, or a closely related field is required.
- The TCS must be experienced in assessing and addressing the challenges faced by municipalities in light of their vulnerabilities to climate change, as demonstrated by at least five years of experience designing, implementing and managing projects involving multiple partners, for developing countries.
- Three years' experience working in the Dominican Republic and/or the Latin American/Caribbean region in municipal planning/development, capacity building, economic strengthening, service delivery, quality improvement or policy development is required.
- Strong writing and oral presentation skills in English and Spanish are required.
- Strong interpersonal skills are required.
- English and Spanish at a 3/3 level.

The TCS experience and education shall be complementary to those of the Project Director.

¹ See ILR Skill Level Descriptions at <http://www.govtilr.org/>

Financial Specialist

The proposed Financial Specialist will oversee all financial and operational matters within the project, including managing financial systems, generating financial reports, tracking expenses, administering sub-awards, managing finance and operational issues.

- Bachelor's Degree or higher in accounting, finance, business management or a related field is required.
- Knowledgeable of Dominican legislation, related to financial reporting, taxes and labor laws.
- S/he must have at least five to seven years of experience managing finances and operations of a project and or NGO in the Dominican Republic and/or the Latin American/Caribbean region.
- S/he must have strong skills using MS Excel and Word

Monitoring & Evaluation Specialist (MES)

The proposed MES will have responsibility for overseeing all monitoring, evaluation and research activities associated with the project.

- Master's Degree or higher or equivalent experience in monitoring and evaluation, municipal planning and development, demography, social science, biostatistics, statistics, or a related field is required.
- S/he must have at least three years of experience supervising, monitoring municipal development, urban planning, capacity building, economic strengthening and service delivery.
- The candidate must have strong quantitative or mixed-method and analytical skills and ability to articulate technical information clearly and effectively to both technical and non-technical audiences.
- S/he must have strong skills using MS Excel, Word, and PowerPoint.
- S/he must have demonstrated leadership qualities, depth and breadth of technical and management expertise and experience, and strong interpersonal, writing, and oral presentation skills, in English and Spanish.
- Five years of experience living or working in a developing country is desired.
- English and Spanish at a 3/3 level.

- (2) On **Section B: FEDERAL AWARD INFORMATION**, under **3. Substantial Involvement**, replace its content with the following:

a. Approval of Recipient's Implementation Plan:

Annual Implementation Plan Guidelines: within 45 days after the effective date of the Cooperative Agreement, the Recipient shall submit a first year Annual Implementation Plan and a detailed implementation plan that extends from the Award Date to the Termination Date. Thereafter, on an annual basis, by September 1st of each year, the

recipient shall prepare and provide for USAID's review and subsequent approval an Annual Implementation Plan, also referred to as a "work plan". USAID will approve said plans within 30 days or request revisions in writing. The Annual Implementation Plan must include:

- A description of activities to be undertaken (including activities covered by cost-shared funding), detailing how activities will be implemented, those responsible for activity implementation, and the general location of these activities.
- Proposed accomplishments for the fiscal year and expected progress toward achieving results that are linked to the M&E plan.
- A description of any informational, communication, education and training and instructional/learning materials planned. The "concept" for these materials will be submitted to the AOR for approval at the design stage prior to printing, reproducing, disseminating or airing. AOR approval will focus on the materials' technical content, presentation, and compliance with the Agency Branding Strategy and Marking Plan. The Recipient must ensure that all branding and marking specifications laid out in the Branding Strategy and Marking Plan have been followed prior to submitting the materials for AOR approval.
- A timeline for implementation of the year's proposed activities, including target completion dates.
- Analysis of possible obstacles hindering achievement of objectives and/or opportunities that would enhance program effectiveness.
- Any significant proposed changes from the scope of the program detailed in the initial application.
- A general overview of progress made to date towards objectives, beginning in year two.
- List of any and all anticipated international travel.

The Recipient must consult with relevant partners and stakeholders to develop the first Annual Implementation Plan, and consult with USAID as appropriate. This Annual Implementation Plan may be modified by the Recipient to accommodate the changing policy environment or to account for other unanticipated programs, or to formalize activities in response to USAID or Ministries requests for modified or unanticipated activities, or to incorporate USAID's request for the use of special funds. Justification for any significant changes in scope must be provided. All modified implementation plans require the approval of the USAID AOR.

b. Approval of Specified Key Personnel:

- Project Director
- Technical Content Specialist (TCS)
- Financial Specialist
- Monitoring and Evaluation Specialist

c. Agency and Recipient Collaboration or Joint Participation:

- Approval of sub-awards, for the selection of partners and substantive provisions being incorporated.
- Approval of the Monitoring and Evaluation Plan

d. Agency Authority to Immediately Halt Construction Activities.

- (3) On **Section D: APPLICATION AND SUBMISSION INFORMATION**, **4. Technical Application Format**, under item 2. *Technical Description (25 pages maximum)*; replace title “- Performance Monitoring Plan” with “- Monitoring and Evaluation Plan.”
- (4) On **Section D: APPLICATION AND SUBMISSION INFORMATION**, under 4. Technical Application Format, item 3. Attachments (No page limit; but please be as concise as possible), change its content with the following:
- Concise description of the Applicant's development program experience including project descriptions, results and evaluations;
 - A brief statement of the history of the organization; its primary development focus, capabilities and challenges;
 - Management Plan including proposed technical staff roles and responsibilities;
 - Resumes/CVs of proposed key personnel; and,
 - Period of performance (i.e. life of activity) implementation plan.
- (5) On **Section D: APPLICATION AND SUBMISSION INFORMATION**, under **5. Cost Application Format**, second paragraph is replaced by:
- 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 via e-mail in Microsoft Excel 2000 or Excel 2003 (with unlocked cells and formulas available). The Applicant is requested to submit a budget broken down by activity years with an accompanying detailed budget narrative (in Word text accessible) which provides in detail the total costs for implementation of the activity as further detailed below.
- (6) On **Section E: APPLICATION REVIEW INFORMATION**, under **2. Review and Selection Process**, item **A. Technical Review**, replace its content with the following:

The selection committee will focus on the applicant’s overall ability to achieve results under the framework provided in this NFO. The technical criteria are broken down into three

factors using the following Merit Review Criteria in descending order of relevance and the sub-criteria being of equal importance.

a) Technical Approach (50 points)

1. Usefulness and likelihood that proposed tasks will contribute to improved access to clean water, gray/black water management, and flood and erosion control; and strengthen local stakeholders in the areas of intervention, with well-defined, achievable, scalable and measurable results and meaningful milestones. A strong application will provide convincing evidence of the applicant's understanding of the tasks it proposes to carry out, and their relationship to the objectives and performance indicators outlined in the NFO. The application will be evaluated for the coherency and clarity of the proposed tasks, as well as the level of impact the proposed approach is expected to have on at implementing the activity.
2. A clear explanation of how close coordination will be achieved with Government of the Dominican Republic's agencies, municipalities, existing CLIMA partners, other USAID programs (i.e. under Crime Prevention and other climate change activities), other donors, private sector, and civil society organizations is critical. The tasks planned should be based on a sound understanding of the current USAID Country Strategy for the Dominican Republic (2014-2018).
3. Explanation of the sustainability of proposed activities or outcomes beyond the award period;
 - a. Extent to which the applicant brings additional resource leveraging and engagement of the private sector. Ability to build potential public-private partnerships for long-term sustainability.
 - b. Extent to which proposed activities are likely to be adopted and/or scaled up by partners, other municipalities, implementing agencies and the Government of the Dominican Republic.
4. Extent to which the applicant builds gender considerations into plans, tasks and implementation.

b) Activity Management (35 points)

1. The extent to which the applicant's organizational capacity, staffing and partnership arrangements demonstrate institutional capability, expertise and commitment towards achieving the activity's objectives, developing sustainable local capabilities, and integration with other USAID CLIMA activities.

Experience in the Dominican Republic, including experience in working with and supporting community-based organizations and municipalities, as appropriate.

2. The applicant's plan for management, decision-making, and division of responsibilities for effectively providing the technical assistance and small-scale engineering expertise required under this NFO. In addition, the strategies for working in close collaboration with and obtaining appropriate levels of participation and support from key local and national organizations and other implementers of CLIMA activities, as well as coordination with USAID funded Crime Prevention (Development Objective 1) implementing partners and USAID itself.
3. USAID will evaluate the capabilities of proposed staff to determine how well their skills and abilities are matched with the proposed activities and level of assigned responsibilities. The application review will focus on the required educational level, demonstrated experience, and specialized skills of the proposed staff in relation to the actual program activities proposed.

c) Past Performance (15 points)

1. USAID will evaluate the degree to which the applicant has a demonstrated and successful past and current track record in the region and in the Dominican Republic. Experience in the similar subject areas as described in the NFO will have more weight in this evaluation criterion. Similarity is defined in terms of the types of programs – implementing, monitoring, and reporting on similar or closely related activities to those contained in the program description. As a result, both the relevance of the work performed by an applicant in the past and how well it performed that work will be evaluated.

- (7) On **Section F: FEDERAL AWARD ADMINISTRATION INFORMATION**, under **3. Reporting Requirements**, replace Performance Reporting item with the following:

Monitoring and reporting program performance

The Recipient shall submit an electronic copy via e-mail of a performance report to, the Agreement Officer Representative (AOR), unless notified of a change in AO and AOR, in which you would then send the documents to the replacement. The performance reports are required to be submitted on a quarterly basis and are due 30 calendars after the reporting period. The final performance report will be due 90 calendar days after the period of performance end date.

The non-Federal entity must submit performance reports using OMB-approved governmentwide standard information collections when providing performance

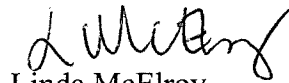
information. As appropriate in accordance with above mentioned information collections, these reports will contain brief information on the following unless other collections are approved by OMB:

- (i) A comparison of actual accomplishments to the objectives of the Federal award established for the period. Where the accomplishments of the Federal award can be quantified, a computation of the cost (for example, related to units of accomplishment) may be required if that information will be useful. Where performance trend data and analysis would be informative to the Federal awarding agency program, the Federal awarding agency should include this as a performance reporting requirement.
- (ii) The reasons why established goals were not met, if appropriate.
- (iii) Additional pertinent information including, when appropriate, analysis and explanation of cost overruns or high unit costs.

[END OF CHANGES]

Thank you for your interest in USAID programs.

Sincerely,



Linda McElroy
Agreement Officer

ATTACHMENT 1

Questions and Answers:

5. Can the application be submitted in Spanish?

[USAID] No. The application must be submitted in the English language.

6. Can an international organization apply for this Funding Opportunity if they are legally registered in the Dominican Republic?

[USAID] Please refer to Section C: Eligibility Information for more information on what is considered a “local organization”.