

Questions and Answers for

Enhancing Prison Population Management Through Expanded Probation in Tunisia

OFOP0003144

Date: August 6, 2026

Question 1:

Will DOS/INL allow smaller font for tables, graphics, and footnotes?

INL Response:

Per the NOFO, “all Microsoft Word documents are single-spaced, 12-point **Times New Roman** font, with a minimum of 1-inch margin.” The Department of State will allow 10-point Times New Roman font for **ONLY** tables, graphics and footnotes.

Question 2:

Could DOS/INL confirm whether the cover page and table of contents are included in the 20-page limit for the proposal narrative?

INL Response:

The cover page and table of contents are included in the 20-page limit for the proposal narrative.

Question 3:

An acronyms list may be provided for ease of reference. Could DOS/INL confirm that the acronyms list is not included in the 20-page limit for the proposal narrative and/or may be provided as an attachment?

INL Response:

An acronym list will not be included in the 20-page limit for the proposal narrative and can be provided as an attachment.

Question 4:

Would INL please confirm which governorates are targeted for the establishment of the final four probation offices?

INL Response:

The specific governorates for the four new probation offices have not yet been finalized. Site selection will be determined in coordination with the Ministry of Justice during project startup, based on need and operational feasibility.

Question 5:

Would INL please confirm whether the Ministry of Justice (MOJ) has identified the specific court locations where these offices will be established?

INL Response:

Specific court locations have not yet been identified. This determination will be made in coordination with the Ministry of Justice as part of the project's early implementation activities.

Question 6:

Would INL please advise whether a technical assessment has been conducted to determine the electrical, networking, and other infrastructure requirements of the identified offices?

INL Response:

Technical assessment visits will be conducted by MOJ Building Department engineer and INL to determine electrical, networking, and other infrastructure requirements of the identified offices. This is not required by the applicant, but may be requested to attend.

Question 7:

Would INL please advise whether a detailed list of required equipment has been developed that applicants may reference in preparing cost estimates?

INL Response:

Applicants should not include equipment for the probation offices in their proposals. INL will procure required equipment for each of the four new probation offices directly; however, the implementer may be involved in visiting the locations and checking to ensure delivery of equipment/functionality of the office. Applicants' budgets should focus on the training, standardization, coordination, and public awareness activities described in the Project Description.

Question 8:

Would INL please clarify whether existing network infrastructure or systems may be leveraged in developing the centralized coordination system, or whether a new system must be developed in its entirety?

INL Response:

Existing systems may be leveraged in developing the centralized coordination structure, which will be designed by the Ministry of Justice in coordination with INL.

Question 9:

Would INL please confirm whether curricula developed under prior INL support to the first 20 probation offices are available to be adapted or expanded, or whether the implementer is expected to develop the standardized curricula in their entirety?

INL Response:

The NOFO notes the program "builds upon previous INL support." INL support to the first 20 probation offices is available to be updated, adapted, and expanded.

Question 10:

Would INL please clarify whether the implementer will be responsible for securing training venues and providing interpretation services, or whether training will be held at MOJ regional facilities with interpretation arranged by the INL office in Tunisia?

INL Response:

Per the NOFO's Budget Narrative guidance (Category H, Other Direct Costs), venue rentals are listed as an example of an allowable direct cost item, indicating applicants should plan to budget for training costs, including interpretation services.

Question 11:

Would INL please clarify whether the public awareness campaign is to be implemented independently by the implementer or conducted in collaboration with public outreach offices at the governorate level?

INL Response:

The NOFO describes public awareness activities, including a national strategy and community outreach events, to be conducted "in coordination with local communities." The applicant should propose activities that would be conducted in collaboration with public outreach offices at the governorate level. Specific division of responsibility with governorate-level public outreach offices or sub-grantees requires INL approval.

Question 12:

Would INL please confirm whether community service guidelines have already been developed, or whether the implementer is expected to develop these guidelines and support their national adoption?

INL Response:

Community service guidelines have not yet been developed. Per the NOFO's project deliverables "community service guidelines developed and adopted nationally," the applicant should propose activities, as it is listed as an expected outcome of this project.

Question 13:

Would INL please clarify whether the electronic monitoring activity is limited to the provision of technical recommendations and expertise, or whether it also includes the procurement and provision of electronic monitoring devices?

INL Response:

The NOFO describes this activity as providing "technical support and expertise to launch MOJ's pilot electronic monitoring systems" and does not include the provision of electronic monitoring devices.

Question 14:

If procurement of electronic monitoring devices is included, would INL please indicate the anticipated number of devices required for the pilot?

INL Response:

Per Question 13 above, the procurement of electronic monitoring devices is not included in the description of activities.

Question 15:

Would INL please confirm whether a specific location or facility has been identified for implementation of the electronic monitoring pilot?

INL Response:

Per Question 13 above, the procurement of electronic monitoring devices is not included in the description of activities.

Question 16:

Regarding the development of curricula, SOPs, and data-sharing mechanisms, would INL please confirm whether it has previously supported the MOJ in developing any of these resources, and whether existing materials may be leveraged? Additionally, will the MOJ designate representatives or focal points to participate in development, implementation, and sustainability of these efforts?

INL Response:

INL has previously supported the MOJ to develop manuals for lawyers and magistrates. Following the awarding of the cooperative agreement, INL and the implementing partner will coordinate with MOJ to designate representatives or focal points to participate in development, implementation, and sustainability of these efforts.

Question 17:

Would INL please confirm whether the applicant organization itself must demonstrate business registration in Tunisia, or whether this eligibility requirement may be satisfied through a Tunisia-registered subrecipient or consortium member?

INL Response:

Per Section C of the NOFO, "Applicants must also meet the following requirements to be eligible to apply to this NOFO: *Demonstrate business registration in Tunisia.*" This requirement applies to the applicant organization. The eligibility requirement may **not** be satisfied through a Tunisia-registered subrecipient or consortium member.

Question 18:

Recognizing that many NGOs previously active in Tunisia's justice and corrections space have ceased operations or departed the country, would INL please clarify whether the Tunisia business registration requirement may be satisfied by an otherwise-qualified applicant with extensive Tunisia-based fieldwork experience, relevant Government of Tunisia relationships, and Tunisia-based implementing partners?

INL Response:

The requirement that applicants demonstrate business registration in Tunisia applies to the prime applicant organization and **cannot** be satisfied through a subrecipient, consortium member, or implementing partner's registration status.

Question 19:

Would INL please confirm whether a formal agreement or understanding is in place between the U.S. government and the Government of Tunisia, including the Ministry of Justice and CGPR, endorsing this program and the nationwide expansion of probation services?

INL Response:

The U.S. Government, through INL, has partnered with the Tunisian Government under a Letter of Agreement on Criminal Justice and Security Reform. This program is implemented pursuant to that bilateral agreement.

Question 20:

Section B notes that INL may serve as a liaison with government authorities, including the Ministry of Justice and CGPR. Would INL please clarify the anticipated division of responsibilities between INL and the recipient for engagement with these authorities?

INL Response:

Per Section B of the NOFO, for cooperative agreements, INL may be substantially involved in, among other activities, serving as a liaison with government authorities, including the Ministry of Justice and the General Committee for Prisons and Rehabilitation (CGPR). The specific day-to-day division of responsibilities between INL and the recipient will be further defined with the awardee. All correspondence with the Ministry of Justice must include INL.

Question 21:

Given that Leahy vetting requirements apply to this award, would INL please advise how the recipient should plan for the possibility that certain prisons or facilities may be subject to assistance restrictions, particularly regarding site selection?

INL Response:

Per Section F of the NOFO, the recipient must submit vetting information for proposed participants in the target and approved sites at least 60 days prior to commencing award activities, and INL will vet units or individuals for credible information of gross human rights violations. Facility-level restrictions, if available, will be communicated by INL to the implementing partner.

Question 22:

Would INL please confirm whether the current Tunisian legal framework authorizes the use of electronic monitoring for low-risk offenders and pretrial detainees, or whether legislative/regulatory changes are anticipated?

INL Response:

Decree-Law No. 2020-29 of June 2020 on the regime of electronic monitoring in criminal matters authorizes the use of electronic monitoring.

Question 23:

Regarding nationwide training sessions, would INL please clarify the anticipated number and format of sessions, and confirm whether participant travel and per diem costs are to be covered by the implementer's budget?

INL Response:

The NOFO does not prescribe a fixed number or format for training sessions; applicants should propose an approach that achieves nationwide coverage across all 24 governorates. Per the Budget Narrative Guidance (Category C, Travel), per diem and travel costs for staff and participant travel are generally allowable and should be included in the applicant's proposed budget.

Question 24:

Regarding establishment of the final four probation offices, and noting that construction costs and land purchase/lease are unallowable, would INL please clarify whether office space will be provided by the MOJ within existing facilities, and whether the implementer's responsibility is limited to equipping that space? Additionally, what is the expectation for sustaining these offices beyond the award period?

INL Response:

Per the NOFO, the program will "establish and equip" the final four probation offices. Per Appendix C, construction costs and the purchase/lease of land are unallowable. Office space will be provided through existing government facilities through an assessment undertaken by INL and MOJ.

Question 25:

Are there any local organizations with which implementers may not work?

INL Response:

INL reserves the right to approve local partners suggested by implementers on a case-by-case basis.