



USAID
FROM THE AMERICAN PEOPLE

Subject: REQUEST FOR APPLICATION RFA-182-17-000004

Title: Strengthening Domestic Observation of Parliamentary Elections

RFA Issuance Date: February 16, 2017

Deadline for Questions: February 23, 2017 by 12:00 (noon) local Tirana time

Application Closing Date: March 15, 2017, by 12:00 (noon) local Tirana time

The U.S. Agency for International Development (USAID) in Albania is seeking Applications from eligible organizations to fund a program entitled "**Strengthening Domestic Observation of Parliamentary Elections**" in Albania. See Section III of this RFA for eligibility requirements.

Subject to the availability of funds, USAID expects to fund individual program in amount of \$375,000 for duration of up to 6 months.

For the purposes of this Notice of Funding Opportunity (NOFO) the term "Grant" is synonymous with "Cooperative Agreement"; "Grantee" is synonymous with "Recipient"; and "Grant Officer" is synonymous with "Agreement Officer". Eligible organizations interested in submitting an application are encouraged to read this funding opportunity thoroughly to understand the type of program sought, application submission requirements and evaluation process.

To be eligible for award, the applicant must provide all information as required in this RFA and meet eligibility standards in Section III of this RFA. This funding opportunity is posted on www.grants.gov, and may be amended. Potential applicants should regularly check the website to ensure they have the latest information pertaining to this notice of funding opportunity. Applicants will need to have available or download Adobe program to their computers in order to view and save the Adobe forms properly. It is the responsibility of the applicant to ensure that the entire NOFO has been received from the internet in its entirety and USAID bears no responsibility for data errors resulting from transmission or conversion process. 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.

The strict deadline for submission of the applications is no later than **12:00 o'clock (noon) Tirana Time on March 15, 2017**. The application must be submitted electronically to Ms. Ketrina Janaqi at kjanaqi@usaid.gov and to Mr. Albert Rexhepi at arexhepi@usaid.gov.

Any questions concerning the Request for Application should be submitted in writing to Ms. Ketrina Janaqi at kjanaqi@usaid.gov and to Mr. Albert Rexhepi at arexhepi@usaid.gov. The deadline for submission of questions is **February 23, 2017, by 12:00(noon) Tirana Time**.

Thank you for your interest in USAID programs.

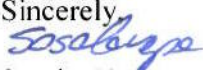
Sincerely,

Sascha Kemper
Agreement Officer

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SECTION I: PROGRAM DESCRIPTION

1. Program Description

1. Purpose

The main purpose of “Strengthening Domestic Observation of Parliamentary Elections” is to reinforce the legitimacy of electoral processes and increase public confidence by assessing the June 2017 Parliamentary Elections for compliance with international standards and national legislation for democratic elections. USAID/Albania has regularly supported the organization and administration of elections in Albania, aiming to increase efficiency and transparency. This approach is also consistent with USAID/Albania’s Results Framework which works to strengthen rule of law and responsive governance. The engagement and the strengthened role of the Civil Society in monitoring election processes is a crucial ingredient for successful, free, fair and transparent elections. This activity will work to promote the use of Statistical Based Observation (SBO) to maximize election observation effectiveness with limited resources.

2. Background

Parliamentary elections in Albania are scheduled on 18th June 2017. Albania has had a troubled history of controversial elections in recent years. Preparations for the 2013 Parliamentary Elections were disrupted by the political blocking of the Central Election Commission (CEC), preventing timely action. Despite this and other problems, the OSCE reported that the overall campaign was vibrant, competitive, and largely peaceful.

The local elections held in 2015 were viewed as a key test for Albania’s democratic institutions. The EU and the OSCE appraised the election and campaign period as peaceful, however problems were noted with CEC processes for candidate registration, some of which were linked to politicization of the CEC. Concerns also arose about the accuracy of voter rolls. Additionally, the OSCE documented widespread allegations of pressure on voters, especially public sector employees, who were urged to attend campaign events for members of the ruling coalition, sometimes under threat of losing their jobs. Politicians from the governing coalition may have used public resources to support their electoral campaigns.

The upcoming 2017 Parliamentary Elections come amid a climate of high tension and hostility between the two major political parties stemming from recent government actions to move forward with judicial reform without the consensus of the opposition on important pieces of the legislation. Adding to concerns, amendments to the Electoral Code recommended by ODIHR, have made no progress. This runs the risk of hastily drafted amendments which, if not closely monitored and scrutinized, could omit many of the ODIHR recommendations and run against international standards as in the 2015 Local Elections.

3. Objective

The proposed program is an important window of opportunity to capitalize on critical gains achieved with USAID assistance in the previous electoral cycles. Though the 2015 Municipal Elections were assessed positively, there were still some critical problems, such as cases of group

voting, procedural irregularities, and low coverage of female candidates in media. The program will use statistically-based observation to increase the objectivity and credibility of domestic observation.

Component

A successful program will include pre-election day, election day, and post-election day activities that are designed to improve the quality of elections by monitoring compliance with national and international standards and use of statistically-based observation to increase the objectivity and credibility of domestic observation. Activities will enhance public confidence in elections and the public's voting power while promoting and protecting the civil and political rights of participants in elections. To achieve the program's objective, the program will promote domestic observation of elections, which encourages civic involvement in the political process. Finally, a successful program will identify possible problems that hamper the regular electoral process and expose such problems if they occur. The program will also identify gender participation and accessibility and address gender issues in the election process to achieve the program's objective.

2. This award is authorized under the Foreign Assistance Act

3. The award will be subject to 2 CFR 200 and 2 CFR 700 depending on the type of organization awarded funding.

END of SECTION I

SECTION II: FEDERAL AWARD INFORMATION

The award under this request for application will be administered and managed by USAID/Albania.

1. Estimate of Funds Available and Number of Awards Contemplated

Subject to the availability of funds, USAID/Albania anticipates awarding one Cooperative Agreement or Fixed Amount Award (FAA) in amount of \$375,000.

2. Start Date and Period of Performance for Federal Awards

The duration of the proposed program should be 6 months. The anticipated start date for this activity is on or about **April 2017**.

3. Information Conferences

N/A

4. Type of Award

USIAD reserves the right to determine whether the award under this RFA will be a Cooperative Agreement or a Fixed Amount Award (FAA).

5. Authorized Geographic Code

The geographic code for applicants interested in submitting applications for this program is **935** (any area or country including the recipient country, but excluding any country that is a prohibited source).

For accurate identification of prohibited sources, please refer to 22 CFR 228 and Automated Directive System (ADS) 310 entitled “Source and Nationality Requirements for Procurement of Commodities and Services Financed by USAID.

6. Purpose of the Award

The principal purpose of the relationship with the Recipient and under the subject program is to transfer funds to accomplish a public purpose of support or stimulation of the “**Strengthening Domestic Observation of Parliamentary Elections**” in Albania, which is authorized by Federal statute.

The successful Recipient will be responsible for ensuring the achievement of the program objectives and the efficient and effective administration of the award through the application of sound management practices. The Recipient will assume responsibility for administering Federal funds in a manner consistent with underlying agreements, program objectives, and the terms and conditions of the Federal award. The Recipient using its own unique combination of staff, facilities, and experience, has the primary responsibility for employing whatever form of sound organization and management techniques may be necessary in order to assure proper and efficient administration of the resulting award.

7. Substantial Involvement

If at the time of award, the program description does not establish a timeline in sufficient detail for the planned achievement of milestones or outputs, USAID may delay approval of the recipient’s implementation plan for a later date.

USAID will not require approval of implementation plans more often than annually. If the AO has delegated authority to the AOR to approve implementation plans, the AOR must review the agreement’s terms and conditions to ensure that changes to the terms and conditions are not inadvertently approved by the AOR.

END of SECTION II

SECTION III: ELIGIBILITY INFORMATION

1. Eligible Applicants:

US and non-US NGOs, including indigenous, local Albanian NGOs; Private Voluntary Organizations based in the United States (U.S. PVOs); Public International Organizations (PIOs); International Organizations (IOs); U.S. and Non-U.S. For-Profit Organizations, and U.S. and Non-U.S. Colleges and Universities. USAID will not accept applications from individuals. All applicants must be legally recognized organizational entities under applicable law and authorized to operate in Albania. All applicants must be legally recognized organizational entities under applicable law.

2. **USAID will not accept applications from individuals.**
3. **Applicants may only submit one application.**

END of SECTION III

SECTION IV: APPLICATION AND SUBMISSION INFORMATION

1. **Point of contact:** See cover page
2. **Content and Format of Application Submission**

Content

All application must fit within the program areas outlined above. Further, the proposed activity must have an estimated value and performance period that is within the parameters described in RFA Section entitled Federal Award Information (Section II). USAID/Albania may opt to exclude from further consideration any submission which is not within these parameters. Applications and all supporting material must be submitted in English.

There are numerous firms and organizations that offer to provide assistance in preparing grant applications. The utilization of such services is at the sole discretion of the applicant. USAID does not endorse any of these or require their use with respect to this RFA. Further, any costs incurred for such services are not reimbursable by USAID.

It is possible that an application recommended for funding does not result in an award. Reasons for this include, but are not limited to, insufficient availability of funding, insufficient capability to manage the proposed project, or for other reason(s) which will be provided to the applicant.

Please note that the issuance of this Request for Applications does not constitute an award commitment on the part of the U.S. Government, nor does it commit the U.S. Government to pay for costs incurred in the preparation and submission of an application. The applications are submitted at the risk of the submitter. All preparation and submission costs are at the submitter's expense. In addition, final award of any resultant grant cannot be made until funds have been fully appropriated, allocated, and committed through internal USAID procedures. While it is anticipated that these procedures will be successfully completed, potential applicants are hereby notified of these requirements and conditions for award.

A decision not to fund a program may occur at any phase of the evaluation process. No program expenditures will be paid by USAID/Albania except those covered in an award signed by the USAID Agreement Officer. USAID reserves the right to fund any or none of the applications received.

Format of Application submission

Submit applications strictly according to the instructions below.

Applications must be submitted electronically in two separate volumes via email: (a) technical and (b) cost applications. Email submissions must include the following in the subject line:

“Technical application under RFA-182-17-000004, submitted by: [name of organization].”

“Cost application under RFA-182-17-000004, submitted by: [name of organization].”

For an application sent by multiple emails, please indicate in the subject line of the email whether the email relates to the technical or cost application, and the desired sequence of multiple emails (if more than one is sent) and of attachments (e.g. "No. 1 of 4", etc.). For example, if your cost application is being sent in two emails, the first email should have a subject line which says: "[organization name], Cost Application, Part 1 of 2".

Our preference is that the technical application and the cost application be submitted as single email attachments, e.g. that you consolidate the various parts of a technical application into a single document before sending them. If this is not possible, please provide instructions on how to collate the attachments. USAID will not be responsible for errors in compiling electronic applications if no instructions are provided or are unclear. All applications received by the submission deadline will be reviewed for responsiveness to the RFA and the application format. No addition or modifications will be accepted after the submission date.

After you have sent your applications electronically, immediately check your own email to confirm that the attachments you intended to send were indeed sent. If you discover an error in your transmission, please send the material again and note in the subject line of the email or indicate in the file name if submitted via grants.gov that it is a "corrected" submission. Do not send the same email more than once unless there has been a change, and if so, please note that it is a "corrected" email.

All applications received by the deadline (as indicated on your invitation letter) will be reviewed for responsiveness to the specifications outlined in these guidelines and compliance with the application format. Applicants are expected to review, understand, and comply with all aspects of this RFA. Failure to do so may result in your application being determined as “non-responsive” and may forego further review.

The application must be signed by the organization’s representative who will also serve as the primary point of contact for their submission, with the authority to negotiate and enter into an award with USAID. Please print or type their name on the Cover Page of the technical and cost applications. Erasures or other changes must be initialed by the person signing the application. Applications signed by an agent must be accompanied by evidence of that agent's authority, unless that evidence has been previously furnished to the issuing office.

Applicants who include data that they do not want disclosed to the public for any purpose or used by the U.S. Government except for evaluation purposes, will:

Mark the title page with the following legend:

"This application includes data that shall not be disclosed outside the U.S. Government shall not be duplicated, used, or disclosed - in whole or in part - for any purpose other than to evaluate this application. If, however, an award is awarded to this applicant as a result of - or in connection with – the submission of this data, the U.S. Government shall have the right to duplicate, use, or disclose the data to the extent provided in the resulting award. This restriction does not limit the U.S. Government's right to use information contained in this data if it is obtained from another source without restriction. The data subject to this restriction are contained in sheets.”

and

Mark each sheet of restricted data with the following legend:

"Use or disclosure of data contained on this sheet is subject to the restriction on the title page of this application."

The application must be prepared according to the format set forth below.

A. Technical application format

The technical application will be the most important factor for consideration in selection for award of the proposed Cooperative Agreement/FAA. The technical application should be specific, complete and presented concisely. The application should demonstrate the Applicant's capabilities and expertise with respect to achieving the goals of this program. The application should take into account the requirements of the program and evaluation criteria found in this RFA.

Technical applications must not exceed 20 single-spaced typed pages, utilizing Times New Roman 12pt font, single spaced, typed on standard 8½" x11" sized paper with one-inch margins (both right and left) and each page numbered consecutively.

Applicants are advised that any pages exceeding the limit will not be considered for evaluation.

The technical approach must clearly address the factors outlined in the evaluation criteria found in Section V below.

Unless otherwise specified, all application documents must be in **English**.

Application Contents: The Technical Application, at a minimum, must contain the following **all of which count towards the 20 page limit:**

- i. Cover Page (not to exceed one page)

A single page with the project title and RFA number, the name of the organization applying as the lead or primary applicant clearly identified. Any proposed sub-awardees will be listed separately. In addition, the Cover Page must provide a contact person for the prime applicant, including this individual's name (both typed and his/her signature), title or position with the organization/institution, address, telephone and fax numbers, and email address. State whether the contact person is the person with authority to contract for the applicant, and if not, that person will also be listed with contact information. If applicable, the TIN and DUNS numbers of the applicant must also be listed on the cover page.

- ii. Table of Contents (not to exceed one page)

Listing all parts of the technical application with page numbers and attachments.

- iii. Technical Approach (not to exceed 10 pages)

Applicants must describe in detail the proposed program and its technical approach; how they intend to achieve the program objectives and how the program will significantly contribute towards accomplishing the program's proposed expected results. The program description should include targeted groups and areas of focus, the proposed interventions and activities to be implemented during the life of the award.

The program description must establish the annual timeline for objectives in sufficient detail that indicate progress towards the activities that need to be performed to achieve objectives.

iv. Organizational Capacity and Management Plan (not to exceed two pages)

The applicant must articulate in the narrative how its organizational capacity and experience demonstrates the institutional capability to plan, implement, and support complex programming and the range of activities in this RFA. The applicant must make clear the delineation of roles, responsibilities, authority, and processes for decision making within the implementation team. Beyond a narrative description, an organizational chart must be provided. The chart shall show the staff reporting lines and relationships between the different positions.

v. Draft Activity Monitoring and Evaluation Plan (not to exceed two pages).

A draft Activity Monitoring and Evaluation Plan shall be submitted with the application and shall include:

- Specific, quantifiable performance indicators (outputs, outcomes, and impact) and targets for the overall objectives included in the original proposal and activities in annual work plans;
- A description of monitoring systems to measure project progress against overall objectives; and
- A plan for data collection and measurement of overall project outcomes and results, including collection of baseline data, and for the use of data collected by the project to improve program planning and performance.

B. Cost application format

The Cost Application must be submitted under separate cover from the technical application.

Certain documents are required to be submitted by an applicant in order for the Agreement Officer to make a determination of responsibility. However, it is USAID policy not to burden applicants with undue reporting requirements if that information is readily available through other sources. NOTE: The award will not provide for the reimbursement of pre-award application costs.

The cost application must include all direct costs associated with the implementation and completion of activities, as well as any indirect costs and program costs such as those related to any sub-agreements and/or contracts as detailed below. These amounts are subject to revision depending on availability of funds.

The proposed budget must provide cost estimates for the management of the program (including program monitoring). Applicants will minimize their administrative and support costs for managing the project to maximize the funds available for project activities. Accordingly, those applications

with minimal administrative costs may be deemed to offer a "greater value" than those with higher costs for program administration.

The following sections describe the documentation that Applicants for the Assistance award must submit to USAID prior to award. While there is no page limit for this portion, applicants are encouraged to be as concise as possible, but must still provide the following:

- i. SF-424 series (found on www.grants.gov):
 - SF-424, Application for Federal Assistance
 - SF-424A, Budget Information – Non-construction Programs
 - SF-424B, Assurances – Non-construction Programs
- ii. Cost application must be submitted in accordance with the attached excel spreadsheet, with all cells and formulas visible and unlocked that includes a summary budget (in US dollars) and a detailed/itemized budget (in US dollars). The detailed budget must include:
- iii. Costs notes/budget narrative explaining all estimated costs. Please note that the budget narrative must not only express the calculation of the estimate and purpose but also the basis of estimate – the rationale used to determine the cost estimate was fair and reasonable.

Additional guide for cost application

Identified below are some of the common cost elements in a budget and the required information in the budget and budget narrative.

Salaries

Please provide a separate line item for each proposed individual and identify each by name, title and the level of effort and salary rate. Also include position descriptions for all employees and consultants whose compensation will be charged as a direct cost to the agreement. This information will also be required for sub-recipients. Also, specify key personnel and all essential personnel under the program and include CVs for all those individuals and salary history. Direct salaries and wages must be proposed in accordance with the applicant's personnel policies.

Fringe Benefits

Please provide a breakdown of proposed fringe benefits. This breakdown must include the rate at which the benefit is charged and the base against which it is applied. If the applicant has a fringe benefit rate that has been approved by an agency of the Government, such rate will be used and evidence of its approval must be provided. If a fringe benefit rate has not been so approved, the applicant will propose a rate and explain how the rate was determined. If the latter is used, the narrative must include a detailed breakdown comprised of all items of fringe benefits (e.g., unemployment insurance, workers compensation, health and life insurance, retirement, etc.) and the costs of each, expressed in dollars and as a percentage of salaries.

Travel/Per Diem

Please provide the destination and duration of each trip, the individuals traveling, and a breakdown between the per diem and airfare and the basis for each. The application will indicate the number of

trips, domestic and international, and the estimated costs. Specify the origin and destination for each proposed trip, duration of travel, and number of individuals traveling. Per diem must be based on the applicant's normal travel policies (applicants may choose to refer to the Federal Standardized Travel Regulations for cost estimates).

Other Direct Costs

Please provide a breakdown and explanation for all other direct costs (ODCs). This includes communications, report preparation costs, passports and visas fees, medical exams and inoculations, insurance (other than insurance included in the applicant's fringe benefits), equipment (procurement plan for commodities), office rent abroad, etc. The narrative will provide a breakdown and support for all and each other direct costs.

Branding and Marking.

The cost application must incorporate the estimated cost for Branding and Marking. Additional guidance is available in USAID Automated Directive System ADS 320 found at <http://www.usaid.gov/sites/default/files/documents/1868/320.pdf>.

Indirect Costs for Institutions without a Negotiated Indirect Cost Rate Agreement

Institutions, especially local institutions usually do not have a Negotiated Indirect Cost Rate Agreement (NICRA) letter with the US Government. Institutions without NICRAs may either treat all indirect costs as direct costs or may choose to charge a de minimis rate of 10% of modified total direct costs (see 2 CFR 200.414(f)).

Monitoring and Evaluation Costs

Pursuant to ADS 203.3.5 Monitoring Activities/Implementing Mechanisms, recipients are required to provide in the budget a separate line item for Monitoring and Evaluation (M&E). The line item must include costs for data collection, analysis, and reporting. This line item will be tracked during implementation of the activity. The applicant will propose to USAID the most cost-efficient and effective way to address this requirement.

Seminars and Conferences

The applicant will indicate the subject, venue and duration of proposed conferences and seminars, and their relationship to the objectives of the program, along with estimates of costs.

Funding Foreign Government Delegations to International Conferences

Funds in this agreement may not be used to finance the travel, per diem, hotel expenses, meals, conference fees or other conference costs for any member of a foreign government's delegation to an international conference sponsored by a public international organization, except as provided in ADS Mandatory Reference "Guidance on Funding Foreign Government Delegations to International Conferences" (found at <http://www.usaid.gov/sites/default/files/documents/1868/350maa.pdf>) or as approved by the Agreement Officer.

C. Past Performance and Experience

This section will address the following:

- Brief description of the applicant's organizational history and experience;
- Examples of accomplishments and results in developing and implementing similar programs;

- Relevant experience with proposed approaches;
- Institutional strength as represented by breadth and depth of experienced personnel in program relevant disciplines and areas; and
- Explanation of how lessons learned will be applied in achieving the goals of the program.

Matrix of past performance information (not to exceed 1 page per application)

The Applicant must provide a Matrix of all its contracts, grants, or cooperative agreements involving similar or related programs during the past three years. The reference information for these awards must include:

1. The performance location;
2. Award number (if available);
3. A brief description of the work performed;
4. A point of contact list with current telephone numbers, e-mail address, name and title of someone, outside of the Applicant's organization, who supervised/oversaw the activity.

3. Dun and BradStreet Universal Numbering System (DUNS) Number and System for Award Management (SAM)

Each Applicant is required to provide a valid DUNS number and be registered in SAM before submitting the full application. USAID will not make an award to applicant until the applicant has complied with all applicable DUNS and SAM requirements. If an applicant has not fully complied with the requirements by the time the Federal awarding agency is ready to make a Federal award, the Federal awarding agency may determine that the applicant is not qualified to receive a Federal award and use that determination as a basis for making a Federal award to another applicant.

Additional information at: <https://fedgov.dnb.com> and www.sam.gov

4. Submission Dates and Times:

- (ii) Submission instructions and deadline: See cover Page
- (iii) Questions instructions and deadline: See cover page

5. Funding Restrictions

The following activities and programs will not be considered for funding:

- Programs that directly engage in support of individual political parties or candidates.
- Programs that are partisan in nature.
- Any program containing any construction activities.
- Any program involving the purchase of large scale equipment

USAID policy is not to award profit under assistance instruments. However, all reasonable, allocable and allowable expenses, both direct and indirect, which are related to the agreement program and are in accordance with 2 CFR 200 and/or Standard Provisions for Non-U.S. Nongovernmental Organizations, M1 - Allowable Costs, may be paid under the anticipated award.

6. Certifications, Assurances, and Solicitation Provisions

Each Applicant is required to provide the following Certifications, Assurances and Other Statements (<https://www.usaid.gov/sites/default/files/documents/1868/303mav.pdf>):

1. Assurance of Compliance with Laws and Regulations Governing Nondiscrimination in Federally Assisted Programs (This assurance applies to Non-U.S. organizations, if any part of the program will be undertaken in the U.S.);
2. Certification Regarding Lobbying (22 CFR 227);
3. Prohibition on Assistance to Drug Traffickers for Covered Countries and Individuals (ADS 206, Prohibition of Assistance to Drug Traffickers);
4. Certification Regarding Terrorist Financing;
5. Certification Regarding Trafficking in Persons; and
6. Certification of Recipient

END of SECTION IV

SECTION V: APPLICATION REVIEW INFORMATION

1. Selection criteria:

1. Degree to which the proposed program meets the stated objectives in Section I.
2. Extent to which the proposed program includes realistic targets and relevant and meaningful indicators to measure success in meeting the stated objectives in Section I. At the least, 3 illustrative indicators should be provided.

2. USAID Albania will review applications.

3. The anticipated start date for this activity is on or about April 2017.

END of SECTION V

SECTION VI: FEDERAL AWARD ADMINISTRATION INFORMATION

Award: The award made through this RFA will be administered by USAID.

Authority to Obligate the Government: The Agreement Officer is the only individual authorized to commit the U.S. Government to the expenditure of public funds. No costs chargeable to the proposed Award may be incurred before receipt of either a fully executed Award or a specific, written authorization from the Agreement Officer.

USAID Management of Activities: The Agreement Officer (AO) shall serve as the primary agreement contact between USAID and the Recipient. The Agreement Officer's Representative (AOR) will serve as the primary technical contact between USAID and the Recipient.

Award Administration: For U.S. organizations, 2 CFR 200, 2 CFR 700, and USAID Standard Provisions for U.S. Non-Governmental Organizations, <http://www.usaid.gov/sites/default/files/documents/1868/303maa.pdf> are applicable.

For non-U.S. organizations, USAID Standard Provisions for Non-U.S. Non-Governmental Organizations, <http://www.usaid.gov/sites/default/files/documents/1868/303mab.pdf> are applicable.

Environmental Protection and Compliance: The Foreign Assistance Act of 1961, as amended, Section 117 requires that the impact of USAID's activities on the environment be considered and that USAID include environmental sustainability as a central consideration in designing and carrying out its development programs. This mandate is codified in Federal Regulations (22 CFR 216) and in USAID's Automated Directives System (ADS) Parts 201.5.10g and 204 <https://www.usaid.gov/who-we-are/agency-policy/series-200>, which, in part, require that the potential environmental impacts of USAID-financed activities are identified prior to a final decision to proceed and that appropriate environmental safeguards are adopted for all activities.

Reporting: The types and frequency of financial and programmatic reports must be provided in accordance with 2 CFR 200.

Program Income: Program income is not expected to be generated by the Recipient implementing the Award. However, any program income that is generated under the resulting award shall be in accordance with ADS 303, 2 CFR 200, 2 CFR 700, USAID Standard Provisions for U.S. Non-Governmental Organizations, and USAID Standards Provisions for Non-U.S. Non-governmental Organizations.

END of SECTION VI

SECTION VII: FEDERAL AWARDING AGENCY CONTACT(S)

Agency Point of Contact

- A. USAID Agreement Office – Sascha Kemper, skemper@usaid.gov
- B. Negotiator – Ketrina Janaqi, kjanaqi@usaid.gov
- C. Negotiator - Albert Rexhepi, arexhepi@usaid.gov

END of SECTION VII

SECTION VIII: OTHER INFORMATION

USAID reserves the right to fund any or none of the applications submitted.

Applicable Regulations & References

- Mandatory Standard Provisions for U.S., Nongovernmental Recipients <https://www.usaid.gov/ads/policy/300/303maa>
- Mandatory Standard Provisions for Non-U.S. Nongovernmental Recipients: <https://www.usaid.gov/ads/policy/300/303mab>
- 2 CFR 200 <http://www.ecfr.gov>
- SF-424 Downloads <http://www.grants.gov/> > Forms

END of SECTION VIII

END of RFA