



TO: Interested Applicants

SUBJECT: Amendment No. 1 to APS-OFDA-15-000006
“Developing Next Generation of Humanitarian Leaders”

A. Background

The subject APS was issued on June 23, 2015. Questions were required to be submitted on/or before July 1, 2015, at 5:00 p.m. Eastern Standard Time (EST). As indicated in Section V of the APS, following this date, questions received before the deadline, if any, and answers will be posted (without attribution to the organization) as an amendment to this APS to provide all prospective applicants with the same information.

B. Purpose of this Amendment

The purpose of this amendment is to provide answers to questions raised by interested applicants.

Question 1: Can we submit this proposal as a consortium? How would a consortium of universities fit into a single award?

Response to Question 1: Yes, a consortium is free to submit an application/proposal to the APS. The consortium will have to factor the proposed program(s) and costs based on a single award. As indicated in the APS, partnerships between NGOs, INGOs, the UN, academic institutions and national NGOs that can demonstrate engagement with, and participation in, the humanitarian assistance architecture along with strong humanitarian programs for professional development and training are strongly encouraged to apply.

Question 2: Is there a maximum number of field partnerships, or perhaps an ideal number of partnerships?

Response to Question 2: There is no maximum or ideal number of field partnerships.

Question 3: Do field partnerships have to be set up in advance or can these be developed as the program goes along?

Response to Question 3: Field partnerships should be developed in advance or applications should clearly define what new partnerships will look like. USAID/OFDA should be able to clearly understand the proposed program in the application.

Question 4: Is the emphasis on training ‘humanitarian leaders’ more related to leadership, analysis, management and advocacy or to technical/sectoral skills?

Response to Question 4: Humanitarian leaders can be related to leadership, management and humanitarian technical/sectoral skills. The APS is global in nature; therefore, should not focus solely on training.

Question 5: Page 1 of specific program guidance mentions “new courses of academic education and training.” Does this APS only apply to new programs, or can this funding be utilized to improve existing programs.

Response to Question 5: Applicants are encouraged to propose creative ideas, particularly new programs, and USAID/OFDA is not interested in funding the improvement of existing programs.

Question 6: Is the development of new courses of study and new study materials appropriate for this APS?

Response to Question 6: Yes, it is appropriate for the APS, provided that the application/proposal addresses all requirements. This initiative is not meant to design a new academic training program; it is meant to ensure linkages between skills and practitioners.

Question 7: Are links with developing country universities important? In what ways do OFDA see collaboration with universities in developing countries being core to the agenda?

Response to Question 7: USAID/OFDA will prioritize programs that demonstrate broad participation from the national and international NGO (INGO) community.

Question 8: Can we use funding to pay for setting up and running specific non-degree programs?

Response to Question 8: Yes, funding can be used to create specific non-degree programs provided that it is focused on improving humanitarian response.

Question 9: Can funding be used for scholarships?

Response to Question 9: There are no restrictions on how the funding will be used, provided that it is in line with the overall objective. This initiative is global in nature and the evaluation of applications will be determined on impact and not on individual scholarships.

Question 10: Can funding be used to support travel and expenses for international field experience?

Response to Question 10: Funds may be used to support travel and expenses related to field experience. Cost-sharing is also required, ensuring academic institutional, NGO or UN ‘buy-in’ and commitment.

Question 11: Does teaching count as “in-kind” contributions to the cost-sharing?

Response to Question 11: Teaching will not count as an “in kind” contribution on this APS. USAID/OFDA is interested in seeing a substantive cost-sharing contribution towards this initiative.

Question 12: The APS states "Applicants are requested to state in their applications: (1) the estimated cost per person receiving training under this program; and (2) the percentage of the total affected population (by administrative unit or site) to be served under any resulting award". What does this mean?

Response to Question 12: Applicants are requested to provide costs per person receiving the training under the proposed program(s). This is standard practice under our Proposal Guidelines. Refer to OFDA’s Proposal Guidelines Website: (<http://www.usaid.gov/what-we-do/working-crises-and-conflict/crisis-response/resources/guidelines-proposals>)

Question 13: The APS states "Programs should be up to two years in duration." Are they thinking one year of course development and a one year program cohort to test the curriculum?

Response to Question 13: Applicants will need to base their applications and cost proposals for up to two years. Applicants that can demonstrate global impact, as well as the ability to begin within the first year will be given more merit.

Question 14: The APS states "Any program income generated under the award(s) shall be added to OFDA funding and used for program purposes pursuant to 2 CFR 200.307." How would tuition be considered with regard to that statement?

Response to Question 14: As indicated in 2 CFR 200.80, Program Income means gross income earned by a non-Federal entity that is directly generated by a supported activity or earned as a result of the Federal award during the period of performance. Tuition received by an institution of higher education (IHE) as part of its normal function and operation would not be considered “Program Income” because it would not be directly generated by the award(s) contemplated by the APS, and would not be earned as a result of the award. If the program financed by an award included a learning activity conducted within the U.S., a third country, or in the host country for the purpose of furthering USAID foreign assistance objectives, it would be considered “Participant Training.” If the Participant Training was conducted in an award recipient’s or sub-

recipient’s own IHE, the tuition (like other related participant support costs, as defined in 2 CFR 75) would be directly allocable to the award as a cost. (Or, alternatively, if the IHE recipient/sub-recipient did not charge the tuition fees to the award because a grant or scholarship is provided or because tuition is otherwise waived for program-supported participants, it would be considered “Cost-Sharing” or “Matching.”) However, under USAID-funded Participant Training programs, the associated receipt of USAID award funds by an IHE recipient or sub-recipient for tuition charges is considered to be part of the IHE recipient’s or sub-recipient’s normal educational function, and not as Program Income directly generated by the award or earned as a result of the award.

Question 15: Should there be a target country for the program and/or field experience?

Response to Question 15: Response capacity strengthening programs should be worldwide in scope although countries that have an expanded pool of humanitarian workers due to a recently experienced a UN designated “Level 3” emergency or a public health emergency of international concern can be targeted if the activities can clearly show global application.

Question 16: Are the following components intended to apply to this APS, or are these standard OFDA proposal components that don't apply here:

- a. "How the proposed activities will complement other planned or ongoing initiatives (both those of the applicant and those of other partners/donors) in the country of operation"
- b. "Consultation with targeted communities prior to submission of the application"
- c. "Geographic location selection is justified by identified needs"
- d. "Exit strategy which specifically relates to how households, groups or communities will maintain momentum after the program ends."

Response to Question 16: These are standard requirements for all NGO proposals. Refer to OFDA’s Proposal Guidelines Website: (<http://www.usaid.gov/what-we-do/working-crises-and-conflict/crisis-response/resources/guidelines-proposals>)

C. Applicability of Original APS

Except as specifically amended herein, all terms and conditions of the APS published on June 23, 2015, remain unchanged as originally stated and in full force and effect.