

MODIFICATION OF ASSISTANCE			Page 1 of 5												
1. MODIFICATION NUMBER 01	2. EFFECTIVE DATE OF MODIFICATION See block 15	3. AWARD NUMBER: N/A	4. EFFECTIVE DATE OF AWARD : N/A												
5. GRANTEE: TO BE DETERMINED DUNS NO. : TIN NO. : LOC NO. :		6. ADMINISTERED BY: Regional Agreement Office USAID/Peru Av. La Encalada s/n, cdra. 17 Monterrico, Lima 33 Peru													
7. FISCAL DATA: Amount Obligated: Budget Fiscal Year: Operating Unit: Strategic Objective: Team/Division: Benefiting Geo Area: Object Class:		8. TECHNICAL OFFICE: USAID/BRAZIL/ENVIRONEMNT PROGRAM 9. PAYMENT OFFICE:													
10. FUNDING SUMMARY: <table><thead><tr><th></th><th>Obligated Amount</th><th>Total Est. Amt.</th></tr></thead><tbody><tr><td>Amount Prior to this Modification:</td><td></td><td></td></tr><tr><td>Change Made by this Modification:</td><td></td><td></td></tr><tr><td>New/Current Total:</td><td></td><td></td></tr></tbody></table>					Obligated Amount	Total Est. Amt.	Amount Prior to this Modification:			Change Made by this Modification:			New/Current Total:		
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Change Made by this Modification:															
New/Current Total:															
11. DESCRIPTION OF MODIFICATION: The purpose of this Request for Application Amendment is to consolidate responses to the questions submitted in Reference to the RFA-512-11-000003. Please find attached complete Question & Answer (Q&A) package.															
12. THIS MODIFICATION IS ENTERED INTO PURSUANT TO THE AUTHORITY OF the Foreign Assistance Act (FAA) of 1961, AS AMENDED. EXCEPT AS SPECIFICALLY HEREIN AMENDED, ALL TERMS AND CONDITIONS OF THE GRANT REFERENCED IN BLOCK #3 ABOVE, AS IT MAY HAVE HERETOFORE BEEN AMENDED, REMAIN UNCHANGED AND IN FULL FORCE AND EFFECT.															
13. GRANTEE: ☐ IS ☒ IS NOT REQUIRED TO SIGN THIS DOCUMENT TO RECONFIRM ITS AGREEMENT WITH THE CHANGES EFFECTED HEREIN															
14. GRANTEE: BY: _____ _____ (Name Typed or Printed) TITLE: _____ DATE: _____		15. THE UNITED STATES OF AMERICA U.S. AGENCY FOR INTERNATIONAL DEVELOPMENT BY: <u>Cynthia L. Shartz</u> Cynthia L. Shartz (Name Typed or Printed) Regional Agreement Officer TITLE: _____ DATE: <u>06/24/2011</u>													

Biodiversity Conservation of Public Lands in the Brazilian Amazon
RFA-512-11-000003
Questions & Answers

A. ADMINISTRATIVE QUESTIONS:

1) Is July 18 the deadline for submitting the application or a note of interest in participating?

Answer 1): The closing date for submission of applications is July 18, 2011 at 0900 (Brasilia time) as stated on the cover page of the RFA.

2) Regarding cost sharing, is partnership with Brazilian institutions mandatory?

Answer 2): No. Applicants are simply required to contribute at least 3% of the total federal share in cost share.

3) Is the technical discussion of monitoring, evaluation and reporting separate from the other main sections of the technical application? Does the section on monitoring have a specific page limit?

Answer 3): As noted in Section “E.3 Program Narrative” on page 35, within 20 pages or less: “The technical description should provide in a succinct yet comprehensive manner... **the monitoring and evaluation of activities** and the proposed indicators used to assess progress.”

4) The technical annexes only call for letters of commitment by individuals. USAID-Brazil does not seek organizational letters of commitment, only the requested certifications and assurances?

Answer 4): Organizational letters of commitment may be presented to demonstrate the legal relationship between the prime applicant and its partners as part of the cost application.

5) Are applicants to presume that all key personnel will work 75%+ time on the proposed projects? If not, it would seem necessary for key personnel also submit a letter and vita. Please confirm.

Answer 5): Key Personnel are those positions that are essential to the successful implementation of an award. Individuals proposed for these positions are expected to work 100% time. The resume and letter of commitment shall be provided for each individual proposed for a Key Personnel position. When the proposed candidate(s) meet the qualifications for these positions and are approved, the individual will be named in the award document. Applicants shall include the resumes of professional staff who will work at least 75% of his/her time on the program to provide evidence as noted in Section V. Application Review Information, A. Evaluation Criteria 2. Staffing that, “the program will have appropriate technical, managerial, and financial staff to successfully implement the program.” Please review Evaluation criteria for Staffing, RFA pp 48-49.

6) We presume USAID-Brazil prefers that the certifications be included in the cost application as an annex. Correct? Or does USAID-Brazil prefer the cost application be organized in the order of the numerical items that list the required elements of the application?

Answer6): Certifications are required as part of the cost application. It is up to the applicant where it locates the certifications in the cost application.

7) What are the acceptable annexes (if any) to the cost application? NICRAs? Accounting manuals? Past financial performance? Level of effort?

Answer 7): As noted in Section IV. Application and Submission Information – F. Cost Application Format: “The following sections describe the documentation that applicants for 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 still provide the necessary details.”

8) In the cost application, are the result-focused budget (RFB) categories those outlined in Annex 5 of the RFA? On page 36, part F, item 3 states “The budget to be presented under Cost/Business Application should relate to results while also showing the inputs (see item 10, below)...” It seems this phrase actually refers to item 9, on result-focused budgeting, which also discusses relating inputs to results. If so, then Annex 5 addresses RFB, correct? Please advise.

Answer 8): Section F. Cost/Business Application Format Item 3 on page 35 includes the referenced statement on the budget. The first part of Annex 6 – Matrix for Budget Preparation on page 71 of the RFA - addresses RFB.

9) In the cost application, item 4 is unclear and potentially problematic. We reproduce that item here in its entirety: “4. The Cost/Business Application must include a copy of the legal relationship between the prime applicant and its partners. The application document should include a full discussion of the relationship between the applicant and its partners, including identification of the applicant with which USAID will interact for purposes of Agreement administration, identity of the applicant that will have accounting responsibility, how Agreement effort will be allocated, and the express Agreement of the principals thereto to be held jointly and severally liable for the acts or omissions of the other.” What type of document suffices as documenting “the legal relationship between the prime applicant and its partners”? A cooperative agreement? A previous project contract? The last phrase in the last sentence is also unclear and potentially problematic. At least one partner (not the prime) on a proposal will not be held responsible for the actions of other partners or the prime in the event that a proposal is funded. Please advise.

Answer 9): Legal relationship between the prime applicant and its partners at this point may be documented through a letter of commitment from the organization willing to partner with the prime on this project.

10) In section E.6 Annexes, Resumes and Letters of Commitment, there is a requirement to submit “resumes and letters of commitment for each individual who will work at least 75% of his/her time on the program” (page 36). Does this apply to all categories of staff, both senior and junior? Is it necessary to submit the resumes and letters of commitment for junior staff such as financial assistants, administrative assistants, office staff, etc.?

Answer 10): See Answer 5) above.

B. TECHNICAL QUESTIONS:

11) In regard to Request for Applications (RFA-512-11-000003) Biodiversity Conservation of Public Lands in the Brazilian Amazon the document states that the study area should be conducted in the Western Amazon of Brazil. This is later defined as the states of Amazonas, Acre, and Rondonia. My question is, would you consider a site which is near the border of the state of Amazonas but in the state of Para, state boundaries are not natural lines defining habitats. In particular the area I would like to submit a project for is the REBIO Trombetas where I already have ongoing project and good infrastructure. This biological reserve has been declared to be of national significance as a center for biodiversity.

Answer 11): As specified in Section I, sub-section D. (Geographic areas of focus – page 20): “The Project to be funded by USAID will be developed in biologically significant areas of the western Brazilian Amazon, which, for the purposes of this Project, is defined as the geographic region which encompasses the states of Acre, Amazonas, and Rondônia, as well as the north-western portion of the state of Mato Grosso.” Thus, if the proposed project site is entirely located in the state of Pará, regardless of its distance from other states in the focus area and despite its biological significance, then it is not eligible to be considered as a target area for the proposed project.

12) Please list the relevant types of public lands. Presumably these are governmental lands of all kinds, ranging from state and federal forests to indigenous territories to other non-private lands. What about terra devoluta and lands putatively in the public domain but lacking a specific determination (arrecadação, demarcação, etc.)?

Answer 12): As specified in Section I, Chapter I (Purpose – page 5): “This CA (Cooperative Agreement) will support improved biodiversity conservation and management of public lands in Brazil’s western Amazon—including lands in Brazil’s National System of Conservation Units (SNUC), such as parks and reserves, and indigenous lands (...).” Furthermore, in the same Section, under sub-section B (Public Protected Lands and Amazon Biodiversity – page 7) footnote #4 clarifies that: “In this document, the term “public lands refers to land areas included in Brazil’s National System of Conservation Units – SNUC (protected areas such as parks and reserves), as well as indigenous lands.”

Brazilian Federal Law No 9.985 of the 18th of July, 2000 (**LEI No 9.985, DE 18 DE JULHO DE 2000**), which established the SNUC, clearly defines the meaning of the term “unidades de conservação” (conservation units), as well as the SNUC, which is composed by the group of federal, state and municipal conservation units defined by the Law.

The categories of conservation units established by the above-mentioned Law are: 1) “Unidades de Proteção Integral”, including: Estação Ecológica, Reserva Biológica, Parque Nacional, Parque Estadual, Monumento Natural e Refúgio de Vida Silvestre; and 2) “Unidades de Uso Sustentável”, including: Área de Proteção Ambiental, Área de Proteção Ambiental Estadual, Área de Relevante Interesse Ecológico, Floresta Nacional, Floresta Estadual, Reserva Extrativista, Reserva de Fauna, Reserva de Desenvolvimento Sustentável e Reserva Particular do Patrimônio Natural.

Further information is available from the official website of the Brazilian Ministry of the Environment, at: <http://www.mma.gov.br/sitio/index.php?ido=conteudo.monta&idEstrutura=240&idConteudo=10077&idMenu=10690>

Current conservation units included in the National Cadaster of Conservation Units (Cadastro Nacional de Unidades de Conservação – CNUC) are archived in the online database at:
<http://www.mma.gov.br/sitio/index.php?ido=conteudo.monta&idEstrutura=119&idConteudo=9677&idMenu=9744>

13) Under the description of IR2: Environmentally sound management practices on public lands, there is a reference to coordination with “U.S. and Brazilian government entities that are members of the Protected Areas Working Group, established as part of the U.S.-Brazil Common Agenda for the Environment” (bottom of page 16 and top of page 17). Would it be possible to inform us of the government entities that are members of this working group?

Answer 13):

The U.S.-Brazil Common Agenda for the Environment discusses a range of environmental policy issues on a periodic basis. Specifically regarding Protected Areas, it has involved relevant Brazilian Government entities such as the Brazilian Ministry of the Environment (MMA) and the Instituto Chico Mendes de Conservação da Biodiversidade (ICMBio).

[END OF RFA-512-11-000003-01]