



## USAID | DEMOCRATIC REPUBLIC OF THE CONGO

**Amendment 1 Issue Date:** November 20, 2017  
**Closing Date:** January 4, 2018  
**Closing Time:** 17:00 Kinshasa, DRC time

**Subject:** Amendment 1 to the Notice of Funding Opportunity Number:  
72066018RFA00001

**Program Title:** “Integrated Youth Development Activity”

Dear Prospective Applicants:

The United States Agency for International Development (USAID) is seeking applications for a cooperative agreement from qualified U.S. and Non-U.S. organizations to fund an activity entitled “Integrated Youth Development Activity”. Eligibility for this award is not restricted.

**Amendment #1 to this RFA is hereby issued to notify interested applicants of the responses to the questions received which are attached hereto. The Closing Date for Submission of Applicants is January 4, 2018. All other provisions and text of the RFA remain unchanged.**

Subject to the availability of funds, an award will be made to that responsible applicant whose application best meets the objectives of this funding opportunity and the selection criteria contained herein. While one award is anticipated as a result of this notice of funding opportunity (RFA), USAID reserves the right to fund any or none of the applications submitted.

For the purposes of this RFA, 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 C of this RFA. This funding opportunity is posted on [www.grants.gov](http://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 RFA 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](http://www.grants.gov) or accessing the RFA, please contact the Grants.gov Helpdesk at 1-800-518-4726 or via email at [support@grants.gov](mailto:support@grants.gov) for technical assistance.

The successful applicant will be responsible for ensuring the achievement of the activity’s objectives. Please read each section of the RFA.

Issuance of this notice of funding opportunity does not constitute an award commitment on the part of the Government nor does it commit the Government to pay for any costs incurred in preparation or submission of comments/suggestions or an application. Applications are submitted at the risk of the applicant. All preparation and submission costs are at the Applicant's expense.

Thank you for your interest in USAID programs.

Sincerely,

A handwritten signature in black ink, appearing to read 'Amy McQuade', written over the printed name.

Amy McQuade

Agreement Officer

USAID/Democratic Republic of the Congo

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**Amendment No. One (1)**  
**RFA 72066018RFA00001, Integrated Youth Development Activity**

**The following revisions to RFA 72066018RFA00001 are hereby incorporated:**

**I.) GENERAL**

1. All references to Section V of the RFA are hereby replaced by reference to Section E.

**II.) SECTION A: PROGRAM DESCRIPTION**

1. RFA Page 15: Delete the first paragraph under Item 3.2.2 Target Participants in its entirety and insert the following in lieu thereof:

“This activity will target youth in TO3 priority areas, many of whom are considered vulnerable. USAID defines the term “vulnerable” individual susceptible to exclusion, exploitation, abuse, violence, and/or recruitment into armed groups. While not all beneficiaries of the Integrated Youth Development Activity are expected to fall within the vulnerable category, USAID will view positively a balanced approach that includes a significant proportion of activities aiming to reach the most vulnerable.”

2. RFA Page 26: Under Item 5.2 delete footnote number 45 in its entirety.

**III.) SECTION B: FEDERAL AWARD INFORMATION**

1. RFA Page 30: Delete Item 2. Start Date and Period of Performance for Federal Awards in its entirety and insert the following in lieu thereof:

**“2. Start Date and Period of Performance for Federal Awards**

The period of performance anticipated herein is three years. The start date will be upon the signature of the award, estimated on or about March 1, 2018.”

2. RFA Page 31: Delete Item 5. AUTHORIZED GEOGRAPHIC CODE in its entirety and insert the following in lieu thereof:

**“5. Authorized Geographic Code**

The Authorized Geographic Code is 935 "Special Free World," consists of all countries in the Free World including the cooperating country itself.) . USAID’s rules for the source of goods other than “restricted goods,” are described in ADS 312 at: <http://www.usaid.gov/sites/default/files/documents/1876/312.pdf> ).

The nationality of suppliers of transportation and delivery services related to the shipment of USAID-financed goods is described in:

ADS 314 <http://www.usaid.gov/sites/default/files/documents/1876/314.pdf> ). These rules do not apply to procurement by the Recipient with cost-sharing or program income funds. For an accurate identification of developing countries, advanced developing countries, and prohibited sources, please refer to Automated Directive System (ADS) 310 entitled “Source and Nationality Requirements for Procurement of Commodities and Services Financed by USAID”.”

3. RFA Page 32: Delete Item 7. PROGRAM INCOME in its entirety and insert the following in lieu thereof:

- 4.

**“7. PROGRAM INCOME**

No program income is anticipated to be generated under the award. If program income is generated during the implementation of the program, the AO reserves his/her right in determining exactly how that income will be treated and considered under the award, in line with 2CFR 200.307. Otherwise, the following will be observed:

For U.S. Organizations, the following paragraph (e) (1) *Addition* of 2 CFR 200.307 applies: Program income may be added to the award. The program income must be used for the purposes and under the conditions of the award.”

**IV.) SECTION D: APPLICATION AND SUBMISSION INFORMATION**

1. RFA Page 42: Delete Item 5.f: Program Description in its entirety.

**V.) SECTION F: FEDERAL AWARD ADMINISTRATION INFORMATION**

1. RFA Page 60: Delete Item 3.i Financial Reporting in its entirety and insert the following in lieu thereof:

**“i. Financial Reporting:**

Financial reports will be due on a quarterly basis. Reporting periods will coincide with the USAID/DRC fiscal year quarters, with reports due no later than forty five (45) days after the end of each quarter, i.e. due dates on February 15th , May 15th , August 15th and November 15th.

a. The recipient(s) must submit the Federal Financial Form (SF-425) on a quarterly basis via electronic format to the U.S. Department of Health and Human Services (<http://www.dpm.psc.gov>). The recipient(s) must submit a copy of the Federal Financial Report (FFR) SF-425 at the same time to the Agreement Officer (AO) and the Agreement Officer’s Representative (AOR). Financial Reports shall be in keeping with 2 CFR 200.327. The Recipient(s) must also submit an electronic copy of the quarterly and final reports to the Controller, USAID/DRC/OFM, at [KinshasaOFM@usaid.gov](mailto:KinshasaOFM@usaid.gov).

b. The recipient(s) must also submit an electronic copy of all final financial reports to USAID/Washington, M/CFO/CMP/LOC Unit, Agreement Officer, and the AOR. The recipient must submit an electronic version of the final Federal Financial Report (SF-425) to U.S. Department of Health and Human Services in accordance with paragraph (a) above. (Such the reporting requirements serve in liquidating payments). The SF 425form and instructions are available on GRANTS.GOV website.”

## ATTACHMENT 1. QUESTIONS AND ANSWERS

**1. The RFA explicitly states that The Challenge involves entrenched social norms that restrict the rights and abilities of youth, especially girls, to access education, pursue employment, and delay marriage and childbearing.**

**a. Please clarify if and how the Project intends to address these pervasive social norms and power structures via the use of social behavior communications (SBC).**

Answer:

Applicants are expected to propose an approach that they think will yield the intended results.

**b. Please clarify if and how the Project intends to influence the enabling environment for youth in the Kivu provinces (key influencers and decision-makers aged 25-59).**

Answer:

Influencing the enabling environment is part of the Positive Youth Development framework. Applicants are expected to propose an approach that they think will yield the intended results.

**2. How will the Integrated Youth Development Activity align with and be supported by the forecast USAID Social Behavioral Change (SBC) Activity for DRC?**

Answer:

Coordination and partnerships are strongly encouraged. In section 4, the RFA highlights a number of other USAID-funded projects. USAID welcomes synergies with the SBC Activity.

**3. Can USAID please provide clarification on its definition of what “resilience to conflict and violence” listed throughout the RFA? Does USAID define this as reducing youth participation in violence, or about mitigating the negative impact of conflict, or both?**

Answer:

Both.

**4. Section A, p.11 references a 'number of studies on the growth potential for value chains in Eastern DRC'. Can USAID please share these studies?**

Answer:

A list of references is attached to Amendment No. 1 to the RFA.

**5. Section A, p.15 of the RFA requests that the implementer include beneficiaries from past USAID-funded activities, “particularly children formerly associated with armed groups in both North and South Kivu that were reached by the UNICEF reintegration project, as well as past students and graduations of USAID-funded ALPs.” Can USAID please provide more information on these programs and the targeted beneficiaries of these activities?**

Answer:

The database of the UNICEF reintegration project beneficiaries exists and can be made available upon award. In addition to past USAID-funded projects – *Projet d’Amélioration de la Qualité de l’Education (PAQUED)* and Opportunities for Equitable Access to Quality Basic Education, for which final reports can be made available upon award – USAID’s ongoing ACCELERE! Program currently supports Accelerated Learning programs (ALPs), including in eastern DRC.

**6. Section A, p.15 references considering selecting beneficiaries from prior USAID-funded activities as a priority. Does USAID include beneficiaries targeted by currently implemented USAID programs also a priority?**

Answer:

Yes. USAID's priority is to promote coordination and synergies, while avoiding any duplication of effort between USAID-funded activities.

**7. The results framework presented on page 16 of the RFA indicates an allocation of \$6 million in Basic Education funding and \$750,000 in DRG funding for "IR2: Youth positively engaged in community activities." On page 48, the RFA also states, "The application must reflect USAID parameters for programming of Basic Education funds by focusing Basic Education resources on IR1 and IR2, which support Goal 3 of the USAID Education Strategy to increase access to basic education in environments affected by crisis or conflict." Given IR2 does not directly relate to the provision of basic education but rather the application of acquired skills, could USAID further clarify the types of activities that basic education funds can contribute to under IR2?**

Answer:

The types of activities that Basic Education funds can contribute to under IR2 are described in Section 3.3 under IR 2, IR 2.1, IR 2.2 and IR 2.3. These Intermediate Results contribute to the development of basic life skills included in USAID's definition of basic education, through increased opportunities for positive youth engagement.

In 2009, guidance on appropriate use of the congressional Basic Education earmark stated that "USAID defines basic education broadly, to include all program and policy efforts aimed at improving pre-primary education, primary education, secondary education (delivered in formal or non-formal settings), and in programs promoting learning for out-of-school youth and adults. Capacity building for teachers, administrators, counselors, and youth workers is included. Basic education includes literacy, numeracy, and other basic skills development for learners. The common thread among these elements is that they help learners gain the general skills and basic knowledge needed to function effectively in all aspects of life." Please note that Basic Education funds *cannot* be used to fund hard skills in vocational education, however *may* be used for development of basic life skills or workforce readiness skills including the development of cognitive and social skills that employers globally value in their workforces at all levels.

Additionally, the Standardized Program Structure and Definitions (SPSD) define overall parameters for programming categorized as basic education or higher education:

<https://www.state.gov/f/releases/other/255986.htm#ES15>

**8. Section A, p.20: The RFA states that the implementer will be required to track graduates of vocational education programs. Can USAID provide more details on how long these individuals should be tracked for and what information we should be gathering?**

Answer:

Applicants are expected to propose an approach.

**9. Section A, p.20 references the potential for associated cash transfers through an unconditional cash transfer program in IR4. The structure and size of those transfers will**

**impact the recipient usage ranging from meeting urgent household needs toward investment in new livelihood activities. Can USAID provide any more background about the programmatic goals and methodology of the potential cash transfer GDA?**

Answer:

As provided on page 21 of the RFA, the discussion about the potential GDA is ongoing within the USAID/DRC Mission and further public information is not available at this time.

**10. Section A, p. 26 references a Conflict Sensitivity Analysis and Implementation Strategy under the ACCELERE! Activity as an example for a conflict-sensitive approach for Annex 6 in the Integrated Youth Development Activity (IYDA) application. However, the referenced report in the footnote is not available on USAID's Development Experience Clearinghouse (DEC) online repository at this time. Can USAID please provide a link for applicants to view this report?**

Answer:

Footnote 45 has been removed from the RFA. Please see Amendment No. 1 to the RFA for the incorporation of the updated text.

**11. Section A, p. 27, the RFA states, "There is also a large body of literature and research about women in the eastern DRC that provides insights and guidance for programming." Can USAID provide references to referenced literature and research?**

Answer:

A list of references is attached to Amendment No. 1 to the RFA.

**12. Section A, p. 27, the RFA states that "the Applicant may propose to use a rapid response mechanism of a sub-grant" and that these "grants should be drawn from a set-aside funding pool with USAID's approval..." Could USAID clarify if this set-aside funding pool is to be defined within the budget allocation specified in the RFA and therefore identified in the applicant's budget?**

Answer:

Yes, any proposed sub-grant(s) would need to be defined within the budget allocation specified in the RFA and identified in the applicant's budget.

**13. Section B.7 Program Income states that any program income generated during the implementation of the program will be deducted from the total allowable costs. Would USAID consider that this be changed and that program income be additive to total allowable costs and spent on program implementation?**

Answer:

USAID/DRC confirms that Section B.7 is hereby updated to allow program income to be additive funding to be spent on program implementation. Please see Amendment No. 1 to the RFA for the incorporation of the updated text.

**14. Section B, p.30 includes a start date of March 1, 2017. Can USAID clarify if this is meant to be March 1, 2018?**

Answer:

Yes, USAID confirms that the anticipated start date is March 1, 2018. Please see Modification 1 to the RFA for the incorporation of the updated text.

**15. Section B, p.32 - ‘Program Implementation Flexibility’ under Special Provisions outlines the importance of adaptive management principles to respond to unforeseen crises in the DRC operating environment. Similarly, Section A, p. 12 highlights that “youth interventions in conflict-affected areas should be cross-sectoral and flexible, adapting to meet the needs of the youth within their specific contexts.”**

**With this guidance and emphasis on program flexibility in mind, would USAID consider using this same approach in terms of flexibility for funding levels/limits by sector and Intermediate Result stipulated under IYDA?**

Answer:

No. Funding levels/limits by sector and Intermediate Result are set as detailed in the RFA.

**16. Section D, p. 38 - the instructions note that text must be Times New Roman, size 12. Can applicants use a smaller font size (i.e. Times New Roman 10) in text boxes or other graphics in the body of the application?**

Answer:

Yes, but tables and text boxes must be clearly legible without modification or magnification required.

**17. Section D, p. 42 – the RFA instructs applicants to include a ‘Program Description’ section after the ‘Technical Approach’ (not to be included in the page limit). Can USAID please provide more details on what should be included in section F of the technical narrative and how it differs from section E?**

Answer:

Section D.5.f Program Description is hereby deleted; the Technical Approach will be used as the Program Description at the award stage. Please see Amendment No. 1 to the RFA for incorporation of the deletion.

**18. Section D, p. 47-48, references an attached mandatory budget template, requesting a cost application that delineates how specific funding sources will contribute to each IR, but the template only requires a confirmation of the total amount by funding type, without reference to the IRs (and does not allow for tacking the requirements for the funding sectors). Can USAID confirm that the cost application show the breakdown by funding sectors? If so, can USAID please provide an appropriate template?**

Answer:

Please see the updated Mandatory Budget Template attached to Modification 1 of the RFA including a Summary Table of the budget by funding type and Intermediate Result (IR). The Mandatory Budget Template will suffice to meet USAID's requirement for Applicants to delineate how specific funding sources will contribute to each IR. Applicants are not expected to subsequently track or report on their budget by funding stream.

**19. Section F, p. 63 states “the finalized AMELP will include:” and lists under #5 indicators tracking table with sex disaggregation. The RFA language states, “Note that all data on youth participants will be disaggregated by gender (including LGBTI categories), age brackets, disability, status of individuals formerly associated with armed groups, and**

**geographic location.” Can USAID provide guidance on whether these levels of disaggregation will be required within the AMELP?**

Answer:

Though disaggregation by sex and geographic location is required, the implementer is encouraged to identify and propose other levels of disaggregation that are relevant to the objectives of the Integrated Youth Development Activity.

**20. There is no size limit listed for attachments in the electronic submission. Would USAID please confirm the capacity to receive large e-mail attachments?**

Answer:

The maximum size for each email attachment is five (5) MB.

**21. Does USAID have a preferred sector in mind for the applicant to work with on this activity when engaging the private sector?**

Answer:

No, applicants are expected to identify and propose promising sectors and approaches to engagement with the private sector.

**22. Will the project be able to spend USAID funds to increase access to basic education in both government public schools and private/parochial schools?**

Answer:

USAID funding can be spent on public schools, including both those managed by the government (*écoles non conventionnées*, or nonreligious schools) and those managed by religious networks (*écoles conventionnées*).

**23. On pages 41-42 of the RFA, USAID requests that both a Technical Approach (Section D(5)(e) and a Program Description (Section D(5)(f)) on page 42 be included as separate sections of the proposal. Given the page limits and the significant potential overlap between these two sections, will USAID consider removing the requirement for a “Program Description” section of the Technical Application? If USAID wishes to retain both sections, may the Program Description be placed in an Annex?**

Answer:

Please see the answer to Question 17 above.

**24. Would USAID provide targets for the number of beneficiaries it expects the Integrated Youth Development Activity to reach?**

Answer:

As explained in RFA Section 3.2.2, the Applicant is expected to identify and describe the specific youth participants that will benefit from the proposed approach. This should include the estimated numbers of target beneficiaries anticipated to be reached by the Applicant’s technical approach, and disaggregated by Intermediate Result. Applicants should also note any beneficiaries that will receive multiple interventions.

**25. In Annex 1: Illustrative Year 1 Implementation Plan, does all the information requested (i.e. Assumptions, risks, level of effort) need to be in the Gantt chart or may a**

**narrative accompany the Gantt chart? If a narrative is acceptable, can USAID detail what information should be in the Gantt chart and what information should be in the narrative?**

Answer:

A narrative supporting the Gantt chart is acceptable. It is up to the Applicant to select the information to include in the Gantt chart and in the accompanying narrative.

**26. Can tables and text boxes be in a font smaller than New Times Roman 12pt?**

Answer:

Please see answer to Question 16 above.

**27. Would USAID kindly define or expand on the “characteristics that make an individual susceptible to exclusion, exploitation, abuse, violence, and/or recruitment into armed groups” (p. 15) or provide citations for such definitions/explanations?**

Answer:

Section 2 of the RFA discussed many factors leading to vulnerability of youth in eastern Congo. Please see Amendment No. 1 to the RFA for an update to the phrase cited above.

**28. On p. 15 of the RFA, USAID mentions working with USAID-funded Accelerated Learning Programs (ALPs). In addition to the ACCELERE ALPS, can USAID kindly specify the names of its other ALPs?**

Answer:

Please see the answer to Question 5 above.

When using the acronym ALP, USAID refers to Accelerated/Alternative Learning Programs including two different structures in the DRC:

- *Centres de Rattrapage Scolaire* (CRS): Accelerated learning programs where a remedial learning path is offered for children and youth who are considered over-age and therefore ineligible to start primary school. CRS condense the six-year primary curriculum into three years, enabling students to take the national end-of-primary exam and pursue studies at the secondary level. Students at CRS range from 9-15 year old, though there may be cases of older students;
- *Centres d'Apprentissage Professionnel* (CAP): Alternative learning programs that include vocational and life skills training, allowing youth to gain key competencies for workforce-readiness. Students at CAP range from 15-25 years old.

**29. The solicitation frequently makes reference to “Section V of this RFA” but there does not appear to be a Section V. Can USAID please provide Section V or indicate which section of the RFA this refers to?**

Answer:

“Section V” of the RFA was included in error. All references to Section V of the RFA are hereby replaced by reference to Section E. Please see Amendment No. 1 to the RFA for the incorporation of the updated text.

**30. On p. 17 of the RFA, USAID lists under IR1 the illustrative indicator “number of learners enrolled in primary schools and/or equivalent non-school based settings reached**

**with USG education assistance.” Can USAID please confirm that it expects the implementer to focus only on learners age 13 and older in the ALPs (CRS)?**

Answer:

Please see answer to Question 28 above for a definition of ALPs.

USAID confirms that the focus of the Integrated Youth Development Activity should be on youth as defined in Section 3.2.2. of the RFA. Section 3.2.2 explains that for the purposes of this activity, the term “youth” is defined as young women and men ages 13 to 24 years old, that this definition falls within the parameters of the GDRC’s National Youth Policy and the USAID Youth Policy, and that youth are a priority because this age range has been most systematically excluded from educational and economic opportunities during the past years of conflict.

If proposed approaches that focus on youth ages 13-24 *also* benefit ALP students younger than 13 (i.e. activities to strengthen an entire ALP that thus benefit all ALP students), USAID will perceive that as a positive and will require reporting on all learners reached, including those younger than 13 years old. However, the focus of this activity should be on youth ages 13-24.

**31. USAID indicates in Section 4.2.1 on p. 22 that the implementer should collaborate with other USAID-funded activities, including in site selection “to leverage approaches (while not inundating target communities) and to ensure optimal geographic coverage.” Can USAID please provide Applicants with a list of the target areas/communities in TO3 priority zones where each of the projects described on p. 22-24 are active, or indicate where this information is available?**

Answer:

The publicly accessible maps describing USAID’s interventions in target areas can be found at: <https://www.usaid.gov/democratic-republic-congo/newsroom/key-documents>

**32. On page 30, it says the estimated start date of the period of performance is March 1, 2017. Can USAID please confirm that this should say March 1, 2018?**

Answer: Please see the answer to Question 14 above.

**33. Page 38 states that “all materials and supporting documentation must be in English” however, on p. 41 it states that the Executive Summary should be provided in both English and French. Can USAID please confirm that the Executive Summary should be provided in both French and English?**

Answer:

Yes. The Executive Summary should be provided in both English and French.

**34. USAID requires (p. 46-47) that Applicants provide a “Conflict Sensitivity/Do No Harm Analysis” as Annex 6, which will “describe the methodology for ensuring a Conflict Sensitive, Do No Harm approach is used, and that opportunities to promote peacebuilding are identified.”**

**a. Please confirm that USAID expects each applicant to describe its approach for the conflict sensitive/do no harm analysis only, and that the actual analysis should not be provided as part of the proposal, in this Annex.**

Answer:

Yes. USAID confirms that Applicants should describe their proposed approach for the Conflict Sensitivity/Do No Harm Analysis. In RFA Annex 6, Applicants should describe the proposed approach (methodology) for ensuring that a Conflict Sensitive, Do No Harm approach is used, and that opportunities to promote peacebuilding are identified.

**b. On p. 27, the RFA asks Applicants to consider the Rapid Education Risk Analysis (RERA) Tool. Can USAID/DRC please clarify whether it will require that the RERA be used for IYDA and, if so, whether it considers it to be a sufficient tool for conflict sensitivity/do no harm analysis, or whether it would expect the Implementer to supplement the RERA with other conflict sensitivity/Do No Harm analytic tools?**

Answer:

In Section 5.2, USAID states that the Applicant should consider the use of USAID's Rapid Education Risk Analysis tool to assist in initial risk analysis. Applicants are encouraged, but not required, to use this tool. Applicants are encouraged to also identify and use additional conflict sensitivity tools in an effort to understand and adapt to conflict contexts in the DRC.

**35. USAID requires that applicant's provide a Gender Analysis as Annex 7 (page 47) that "should describe the methods used to assess the current gender relationships and status in target communities and identify the potential impacts of project implementation by gender." Please confirm that USAID expects each applicant to describe its approach for the gender analysis only, and that the actual analysis should not be provided as part of the proposal, in this Annex.**

Answer:

Yes. USAID confirms that Applicants should describe their proposed approach for Gender Analysis. In RFA Annex 7, Applicants should describe the proposed approach (methodology) for assessing current gender relationships and status in target communities, and identifying the potential impacts of project implementation by gender.

**36. The budget template provided (Attachment #1) includes a tab entitled "Narrative." USAID's general practice is for budget narratives to be in Microsoft Word format, and organizations have developed standard templates to reflect USAID general practice. Submitting the narratives in Word also allow for changes to be highlighted in "track changes" to facilitate USAID review during BAFO discussions. Would USAID consider allowing applicants to provide the narrative in Word as long as it is as detailed as requested in the excel file?**

Answer: Applicants may submit the Budget Narrative in Microsoft Word format in addition to the Excel format.

**37. Questions regarding Attachment #1 (Budget Template):**

**a. Summary Sheet – The note next to Personnel suggests Consultant costs should be included there. However, in the detail sheet they are included within the contractual/subaward line. Please confirm that consultant costs should be included in the contractual category as usually done with SF 424A.**

Answer:

The Mandatory Budget Template has been revised to match the categories in the SF424.

**b. Summary sheet – please confirm that Travel and Supplies costs are to be included in the Other Direct costs categories instead of being their own categories as they are on the SF 424A. Section 6.h (page 51) also suggests that the budget should contain the categories included in the SF 424A form.**

Answer: The Mandatory Budget Template has been revised to match the categories in the SF424.

**c. Fringe Benefits Category: The template includes Allowances for Expatriate staff in the Fringe Benefits Section, however allowances are not included our NICRA rate. Also, page 51 of the RFA seems to request allowances be included under Direct Labor? Please clarify.**

Answer:

The Mandatory Budget Template has been revised to match the categories in the SF424.

**d. Contractual Category: Template includes Program Activities as part of Contractual costs. Please confirm this is where USAID wants these costs (as opposed to Other Direct Costs). Typically, contractual costs are made up of subawards and consultants only.**

Answer:

The Mandatory Budget Template has been revised to match the categories in the SF424.

**38. Are the other cost items listed in Section D(6)(i) and 6 (j) required only from the Applicant or also from major subawardees (receiving \$1,000,000 or more of the total proposed project cost)? Please clarify.**

Answer:

USAID confirms that the other cost items listed in Section D(6)(i) and 6 (j) are required from the Applicant and also from major subawardees (receiving \$1,000,000 or more of the total proposed project cost)

**39. Page 52 of the RFA States: “Proposed Sub-awards (contracts/grants) (if any): Applicants who intend to utilize subawardees who will be substantially involved in implementation (i.e. receiving \$1,000,000 or more of the total proposed project cost), should indicate the extent intended and a complete cost breakdown, as well as all the information required herein for the Applicant. Subawards cost applications should follow the same cost format as submitted by the Applicant.” Does this mean that cost proposals are not required for submission from partners whose budgets are less than \$1,000,000 or more of the total proposed project cost; if so, can these partners still be named in the application in order to obtain Agreement Officer approval to issue the subawards post award without an additional action?**

Answer:

Proposed subawards that are less than \$1,000,000 do not need to submit a Mandatory Detailed Budget Sheet. However, all proposed subawards should be named in the technical application of the prime applicant.

**40. Page 48 of the RFA States: “The Recipient is required to plan activities and report on spending based on the main activities identified in the resulting award budget. This activity will include approximately \$17 million in Basic Education funding, \$2.8 million in Higher Education funding, \$1 million in Economic Growth funding, \$600,000 in Family Planning funding, and \$750,000 in Democracy, Human Rights, and Governance funding for civic education, citizen participation and public accountability. The apparent winner will be**

**requested to provide a detailed budget based on these categories. Also, the results framework (3.3) on page 16 of the RFA seems to suggest the same.**

**a. Please confirm that USAID is requesting a budget by funding stream and by IR.**

Answer:

Please see the answer to Question 18 above.

**b. If so, the budget template provided does not meet this requirement, only totals are requested in the summary sheet. Will USAID provide an updated budget template?**

Answer:

Please see the answer to Question 18 above.

**41. Is there a MB limit for the electronic submission? And, is there a limit on the number of attachments (per email)?**

Answer:

Please see the answer to Question 20 above.

**42. Section B.6 (pg. 31) states that the Authorized Geographic Code is 935 (i.e. any area or country but excluding prohibited sources), however the description included in this section excludes advanced developing countries. Can USAID please confirm that the intended code will be 935, not 937?**

Answer:

USAID confirms that the Authorized Geographic Code is 935.

**43. Section D.2 (pg. 38), states that all materials and documentation must be in English, however section D.5.e (pg. 40) states that executive summaries must be submitted in English and French. Can USAID please confirm that all materials, including the Executive Summary, are to be submitted in English only?**

Answer:

No. Please see the answer to Question 33 above.

**44. Section D.5.f (pg. 42) states that the Program Description must be included in this application. However, this section is not included in the Application Review Information in Section E. Can USAID please confirm that the Program Description section of the technical application is actually required, and if so, that it will not be evaluated, nor counted against the 25-page limitation? If it is to be included in the page limitation, Could USAID please provide the format and estimated page length for this section?**

Answer:

Please see the answer to Question 17 above.

**45. Would USAID consider substituting a post-graduate degree for 3 years equivalent work experience for the COP and other key personnel?**

Answer:

No. The requirements for the COP and other key personnel are listed under Section 5(h) on page 43 in the RFA.

**46. Section D.a Budget Narrative and Justification (pg. 47-48) states that applicants must use the mandatory budget template. However, the template does not include a format for reflecting budgeted costs per IR. The RFA instructs applicants to “delineate how specific funding sources will contribute to each intermediate Result”. Does USAID expect applicants to modify the mandatory template as each applicant sees fit?**

Answer:

Please see the answer to Question 18 above.

**47. Section D.d. Funds tracking (pg. 48), the RFA states that the apparent winner will be requested to “provide a detailed budget based on the funding stream categories.” Can USAID please clarify that this will be a subsequent budget submission that is separate from the detailed budget submitted with this application with the mandatory template?**

Answer:

Please see the answer to Question 18 above.

**48. Section D, #6 – Cost/Business Application Format, part h. Assurances (pg. 52-53) states that applicants must submit a copy of your Certificate of Compliance. Will USAID consider that an applicant’s Uniform Guidance compliance audit report can serve in place of Certificate of Compliance?**

Answer:

If an applicant has received a Certificate of Compliance from the USAID/Washington/Office of Acquisition and Assistance, then the organization should submit this with their cost application. An applicant may send their Uniform Guidance compliance audit report in addition to a USAID Certificate of Compliance.

**49. In Section D.6.i (pg. 52), USAID includes “Estimated costs of communications products that are anticipated under the Cooperative Agreement” as organizational information required. This seems to be a misplaced requirement. Could USAID please confirm that estimated costs of communications products are not required as part of organizational information?**

Answer:

USAID confirms that the estimated costs of communications products are not required unless the applicant has a specific program element for this purpose within their proposed approach.

**50. In Section F, #3. i, Financial Reporting, (pg. 60) Per the requirements of 2 CFR 200.327, and as stated in the RFA, the Federal awarding agency may solicit only the standard, OMB-approved government-wide data elements for collection of financial information. Part i. of these instructions indicates that financial reports must include a brief analysis of any variance between budget and actuals, and also includes requirements related to Performance Reporting under section F.3.i (c), however the standard reporting form SF-425 does not require that information. We respectfully request that USAID consider removing this requirement to enhance clarity and ensure alignment with 2 CFR 200.327?**

Answer:

The following phrase is deleted from the RFA in Section F, #3. i. Financial Reporting, on Page 60, “and will include budget versus the actual expenditures, along with a brief analysis of any

variance”; and Section F, #3. i. Financial Reporting paragraph (c) in the original RFA is hereby deleted. Please see Amendment 1 to the RFA for the updated Section F, #3. i.

**51. On page 61: Section F, #3. Sub-section (d) refers to the requirements of the various funding sources. Acknowledging that USAID will be tracking activities against the allotted funds, can USAID provide further clarification regarding the extent of funding stream reporting that is anticipated?**

Answer:

Please see the answer to Questions 18 above.

**52. In the list of reporting requirements for programmatic reporting on Section F.c Quarterly and Annual Reports, (pg. 63), USAID indicates that quarterly and annual programmatic reports must include “a quarterly financial report summarizing expenditures through that quarter...” To ensure that reporting requirements are well aligned with OMB requirements 2 CFR 200.327, we respectfully request that USAID consider eliminating all financial reporting requirements from the quarterly programmatic reporting requirements.**

Answer:

Please see the answer to Question 50 above.

**53. Page 48 states that Basic Education funds should be focused on IR1 and IR2. Does this mean Basic Education funds cannot support aspects of IR3? Can USAID provide further guidance on how to break down activities by funding sources should be focused- including Higher Education, Economic Growth, Family Planning and DRG?**

Answer:

USAID confirms that Basis Education funds cannot be used to support IR3. Section 3.3 provides a Results Framework that illustrates which funding sources and levels can be used for each Intermediate Result and associated sub-Intermediate Results.

**54. Please clarify how USAID best envisions collaboration between this project programs such as ACCELERE on the basic education IR 1 grades 1-4 and this project is youth 13-24 – which may have grade 1-4 skill sets due to being out of school?**

Answer:

Please see the answers to Questions 6, 28, and 30 above. USAID’s priority is to promote coordination and synergies between programs and implementing partners, while avoiding any duplication of effort between USAID-funded activities. As explained in Section 4.2.1, USAID places a priority on coordination with ACCELERE! and will expect the Applicant to define an approach that builds upon and coordinates with, yet does not duplicate, ACCELERE! efforts. USAID is looking to the Applicant to determine the collaboration style.

**55. Since youth development activities typically involve a longer period-of-time to build buy-in and ensure results, would USAID consider extending the period of performance for this program to allow for youth mentorship activities to continue and to support youth in their resiliency?**

Answer:

A project extension is not currently being considered by USAID/DRC for this program.

**56. Pg. 33 Section d. mentions the TRAINET system to record training data for any in-country training more than 3 consecutive class days in duration. For budgeting purposes, can USAID please clarify if applicants should budget for any associated subscription or usage costs for this system?**

Answer:

USAID confirms that no subscription or usage costs are associated with using TRAINET.

**57. Under the Activity Monitoring, Evaluation, and Learning section, the RFA requests a plan for knowledge-sharing through an Advisory Group on youth with USAID. Has this advisory group already been established or should our approach discuss building that Advisory Group?**

Answer:

USAID confirms that the Advisory Group is in the process of being established and the Applicant will not be required to build an advisory group.

**58. The RFA refers to “criterion set forth in Section V below” for the Technical Approach; Management Approach; and Staffing Plan, and Personnel sections. Can you USAID please confirm what section Section V is?**

Answer:

Please see the answer to Question 29 above.

**59. Does USAID anticipate that the Global Development Alliance (GDA) for IR4 will materialize before the RFA is due?**

Answer:

Please see the answer to Question 9 above.

**60. Regarding the geography of the call, it is stated on page 14 that the activities are intended to focus on “TO3 Priority zones: Walungu, Kabare and Kahele, Bukavu, and Goma city.” That is understood. However, according to the DRC Country Development Cooperation Strategy (CDCS) for 2014-2019 (specifically the map in Annex 5), we understand the TO3 priority areas to include all of North and South Kivu. What is written further on page 14 that “Applicants may present a compelling rationale...in select areas outside TO3 Priority zones (i.e.: North Kivu: Masisi and Walikale; South Kivu: Mwanga and Namoya)...” seems to contradict the CDCS. The question is, can applicants apply for any other areas within North and South Kivu with compelling rationale? Or only those specifically listed above (i.e.: North Kivu: Masisi and Walikale; South Kivu: Mwanga and Namoya) will be considered with compelling rationale?**

Answer:

The compelling rationale to operate outside TO3 priority zones only applies for the other areas listed in the RFA: North Kivu: Masisi and Walikale; South Kivu: Mwanga and Namoya.

## ATTACHMENT 2. LIST OF REFERENCES

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### **ATTACHMENT 3. MANDATORY BUDGET TEMPLATE**

The amended Mandatory Budget Template is provided in excel format and attached separately to this Amendment No. 1.

**[END OF AMENDMENT 1]**