USAID | DEMOCRATIC REPUBLIC OF THE CONGO
FROM THE AMERICAN PEOPLE

Issuance Date: October 19, 2017
Deadline for Questions: November 1, 2017
Closing Date: January 4, 2018
Closing Time: 17:00 Kinshasa Time

Subject: 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.

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 (NOFO), USAID reserves the right to fund any or none of the applications submitted.

For the purposes of this 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 NOFO and meet eligibility standards in Section C of this NOFO. 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 successful Applicant will be responsible for ensuring the achievement of the activity's objectives. Please read each section of the NOFO.

Please send any questions to the point(s) of contact identified in Section D. The deadline for questions is shown above. Responses to questions received prior to the deadline will be furnished to all potential Applicants through an amendment to this notice posted to www.grants.gov.

Issuance of this Notice of Funding Opportunity 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 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,

Patrick Kollars
Supervisory Agreement Officer
USAID/Democratic Republic of the Congo

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ABBREVIATIONS AND ACRONYMS

AAPD	Acquisition & Assistance Policy Directive
ACCELERE!	Accès, Lecture, Rétention et Redevabilité
ADS	USAID Operational Policy: Automated Directive System
ALPs	Accelerated/Alternative Learning Programs
AMELP	Activity Monitoring, Evaluation, and Learning Plan
AO	USAID Agreement Officer
AOR	USAID Agreement Officer's Representative
BEO	Bureau Environmental Officer
BS&MP	Branding Strategy and Marking Plan
CAPs	Centres d'Apprentissage Professionnel
CBOs	Community-based Organizations
CPARS	Contractor Performance Assessment Reporting System
DAI	Development Alternatives Incorporated
DCA	Development Credit Authority
CDCS	USAID/DRC Country Development Cooperation Strategy
CENI	Commission Electorale Nationale Indépendante
CFO	Office of Chief Financial Office
CFR	U.S. Code of Federal Regulations
CIA	Central Intelligence Agency
CMP	Cash Management & Payments Division
COP	Chief of Party
CRS	Centre de Rattrapage Scolaire
CTB	Belgian Technical Cooperation
DCOP	Deputy Chief of Party
DDL	Development Data Library
DEC	USAID Development Experience Clearinghouse
DFAPs	Development Food Assistance Programs
DFID	UK Department for International Development
DQA	Data Quality Assessment
DRC	Democratic Republic of the Congo
DUNS	Data Universal Numbering System
EA	Environmental Assessment
EMMP	Environmental Mitigation and Monitoring Plan
ETDs	Entités Territoriales Décentralisées
FDLR	Forces Démocratiques pour la Libération du Rwanda
FEC	Fédération des Entreprises Congolaises
FFR	Federal Financial Report
FICA	Federal Insurance Contributions Act

GAAS	Generally Accepted Auditing Standards
GBV	Gender Based Violence
GC/AA	General Counsel/Acquisition & Assistance
GDRC	Government of the Democratic Republic of the Congo
IEE	Initial Environmental Examination
IGA	Integrated Governance Activity
INEE	Inter-Agency Network for Education in Emergencies
INS	Institut National de la Statistique
IR (or IRs)	Intermediate Result(s)
IPV	Intimate Partner Violence
I4S	International Security and Stabilization Support Strategy
LGBTI	Lesbian, Gay, Bisexual, Transgender, Intersex
LOC	Letter of Credit
M	Bureau for Management
M&M	Mitigation and Monitoring Plan
MECC	Monitoring, Evaluation and Coordination Contract (MECC)
M/OAA	USAID/Washington Office of Acquisition and Assistance
NOFO	USAID Notice Of Funding Opportunity
NGOs	Non-Governmental Organizations
NICRA	Negotiated Indirect Cost Rate Agreement
OAA	USAID Office of Acquisition and Assistance
OFM	USAID Office of Financial Management
OMB	U.S. Government Office of Management and Budget
PDF	Adobe Portable Document Format
PPIRS	Past Performance Information Retrieval System
PVOs	U.S. Private Voluntary Organizations
PYD	Positive Youth Development
RCE	Request for Categorical Exclusion
SAM	System for Award Management
SF	Standard Form
SGBV	Sexual and Gender-based Violence
SIDA	Swedish International Development Agency
STAREC	Stabilisation et Reconstruction des zones sortant des conflits armés
TIN	Taxpayer Identification Number
TO3	Transition Objective 3
USAID	U.S. Agency for International Development
VC	Value Chains

SECTION A: PROGRAM DESCRIPTION

1. Objectives

The United States Agency for International Development's Mission in the Democratic Republic of the Congo (USAID/DRC) is seeking applications from qualified and eligible organizations for a three-year, approximately $22.15 million activity that will ***increase youth resilience to conflict and violence in eastern DRC***. 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 (DRG) funding for civic education, citizen participation and public accountability. In addition, USAID/DRC is currently negotiating a Global Development Alliance (GDA) with a third party entity to provide a household cash transfer component to this activity, as illustrated in the Results Framework and described in Section 3.3 below. If this partnership is realized, USAID will require the Applicant to collaborate with USAID and the third party entity on beneficiary selection, as well as an external evaluation of the Integrated Youth Development Activity.

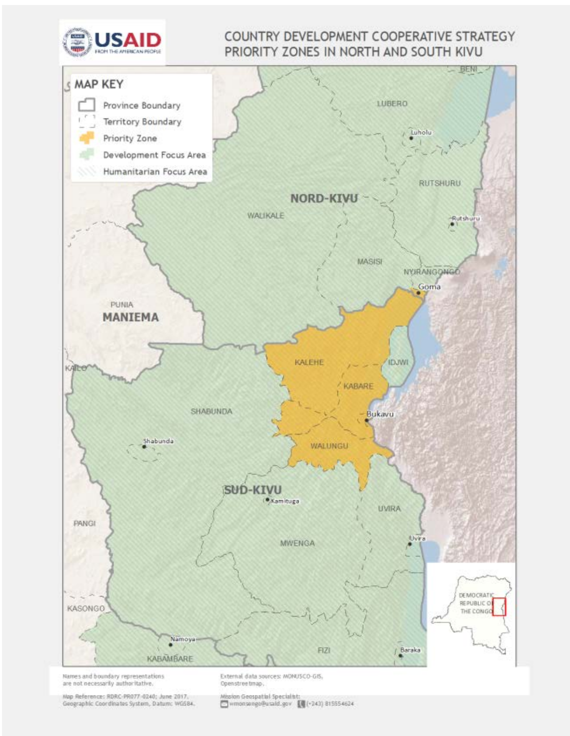
Through this Notice of Funding Opportunity (NOFO), USAID intends to fund the successful Applicant whose activity provides youth in eastern DRC with access to basic education combined with opportunities to develop and exercise skills that allow them to positively engage in economic, social and political life in their communities. The Integrated Youth Development Activity has been developed in accordance with the USAID/DRC Country Development Cooperation Strategy (CDCS) that articulates a five-year goal for transformational change in the DRC, which includes "the foundation for durable peace strengthened in eastern DRC" as the purpose of Transition Objective 3 (TO3). This activity offers practical solutions and promising interventions that dovetail with other activities being implemented under TO3 to help achieve that objective.

The Integrated Youth Development Activity also takes into consideration a number of other frameworks including the USAID Education Strategy Goal 2, "improved relevance of workforce development programs," and Goal 3, "increased equitable access to education in environments affected by crisis and conflict." It supports the USAID Youth in Development Policy, which focuses on mainstreaming youth in development and elevates youth participation in programming. Further, it supports the International Security and Stabilization Support Strategy (I4S) that encourages donors in the DRC to focus on drivers of conflict identified at the community level. This activity should be aligned with the I4S to help the Government of the DRC (GDRC) implement its strategies, the *Stabilisation et Reconstruction des zones sortant des conflits armés* (STAREC) program, and other international interventions supporting the GDRC. Finally, this activity supports the USAID Gender Equality and Female Empowerment Policy which aims to advance equality between females and males, empowering women and girls to participate fully in and benefit from the development of their societies.

2. **Background**

Waves of violence and instability have characterized and continue to frame much of eastern DRC's recent past and present circumstances. Conflict-affected regions are vast and appear to be growing. For the purpose of this activity, and consistent with USAID/DRC's CDCS, the Mission will focus efforts on a limited geography that contains both active conflict zones and communities that are slowly, but not always consistently, emerging from conflict.

Many factors drive chronic instability in eastern DRC, including: neopatrimonialism, competition over natural (land and mineral) resources that benefit regional elites; traditional ethnic enmities manipulated by local and regional politicians for their own benefit; lack of economic opportunities leading youth to be attracted to or explicitly targeted for recruitment by armed groups; residual Rwandan fears of a security threat from the *Forces Démocratiques pour la Libération du Rwanda* (FDLR); and local militias that have evolved into criminal gangs. There are also long-standing tensions between "indigenous" groups and so-called "foreigners," such as the Rwandophone[1] Tutsi and Hutu groups that settled in eastern DRC over the last few hundred years. The consequences of the 1994 genocide in Rwanda dramatically exacerbated these tensions. These complex sets of factors are accentuated because political leaders and international actors have too often carried out political dialogue that lacks inclusivity and fails to recognize that the grievances that drive conflict in eastern DRC are highly contextualized and can be different "every square kilometer."[2] Additionally, some observers assert that a long-term reliance on humanitarian assistance in eastern DRC has created a dependency mentality among some communities, and has aggravated attempts to engineer meaningful social and political transformation. Together, these factors lead many analysts to argue that cyclical violence will likely continue without the kinds of key changes to which this activity hopes to contribute.



2.1 Youth in the DRC

The DRC's youth population is a particularly important demographic group in this context. As of 2015, 60% of the country's population was under the age of 20, in North and South Kivu, three

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[1] Kinyarwanda speaking.

[2] DeVries, H. (2015). Going around in circles: the challenges of peacekeeping and stabilization in the Democratic Republic of the Congo. Retrieved from Clingendael: https://www.clingendael.nl/pub/2015/going_around_in_circles.

quarters of the population was under the age of 30, and 40% were youth between the ages of 10 and 29 years.[3] Over the next decade, this youth population is only expected to expand.

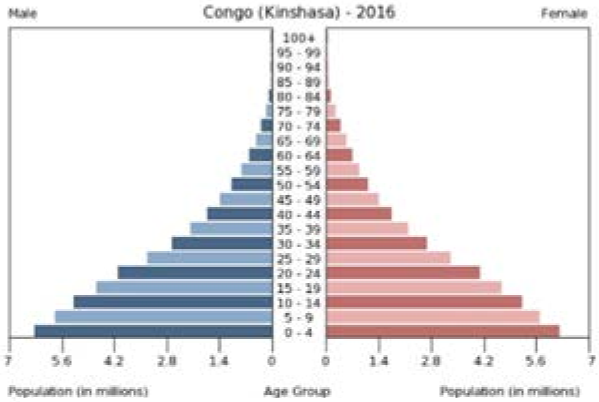

FIGURE SEQ FIGURE * ARABIC 1: DRC POPULATION BY AGE
(SOURCE: CIA THE WORLD FACTBOOK, 2016)

At the likely rate of growth, the DRC is expected to have a population of 120 million by 2030, with the bulk of that under age 35[4] (see Figure 1).

Most youth in eastern DRC have experienced childhood, adolescence, and young adulthood during the cyclical years of conflict and violence that began over 20 years ago and continue to this day. Displacement has become commonplace; currently, there are an estimated 3.8 million internally displaced persons in the DRC, with most of these individuals concentrated in the east between North Kivu and South Kivu provinces[5]. Safety is a huge concern; according to one survey, more than half of youth in North Kivu report feeling unsafe or only somewhat safe.[6] Sexual and gender-based violence (SGBV) has reportedly been experienced by one-third of the DRC's adolescents ages 15 to 19; notably, over 15% of girls in the DRC report having experienced sexual violence.[7] Today there are still multiple armed groups operating in the Kivus, recruiting children and youth—in many cases by force—to serve in various capacities within the militia and armed groups. These groups have reputations for violence and abuse against the communities located where they operate. The abuse is often aimed at children, youth, under-aged girls, and women who are forced

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[3] *Institut National de la Statistique - Republique Democratique du Congo* (INS-RDC) (National Institute of Statistics – Democratic Republic of Congo). (2014). *Annuaire Statistique (Statistical Yearbook)*. Retrieved from *INS-RDC*: http://www.ins-rdc.org/sites/default/files/Montage%20AnnuStat%20FINAL%202%20From%20VEROUILLE%20_0.pdf.

[4] United Nations. (2015). *World Population Prospects: Key findings and advance tables (2015 Revision)*. Retrieved from UN Economic and Social Affairs: https://esa.un.org/unpd/wpp/publications/files/key_findings_wpp_2015.pdf

[5] World Food Programme. (2017). *Democratic Republic of Congo: Emergency Dashboard*. Retrieved from Reliefweb: http://reliefweb.int/sites/reliefweb.int/files/resources/wfp289842.pdf.

[6] "USAID ECCN Alternative Education in the DRC, Final Research Report," December 2016.

[7] UNFPA, Status Report: Youth Sub-Saharan Africa (2013), 23. Retrieved from Population Reference Bureau http://www.prb.org/pdf12/status-report-youth-subsaharan-Africa.pdf

into the militias as soldiers, wives, or slaves.[8] New research demonstrates that men are also frequently victimized.[9]

Available evidence suggests that the DRC is one of the worst places in the world to be born a girl, and that systematic and pervasive discrimination against women and gender inequalities persist in all areas of life. In the 2016 UN Human Development Report, the DRC scored 0.832 on the Gender Inequality Index, placing it amongst the poorest-performing countries and showing an increasing gap from past years between men and women in their ability to access health care and education, and in their command over economic resources. As this index implies, there is a preponderance of discriminatory practices that prevent women and girls in the DRC from enjoying their rights, namely access to social services, access to resources and assets such as land, credit, loans and other financial resources, and subjecting them to laws that prevent women from claiming inheritance.[10] Rape is common but rarely reported due to fear of the police, judiciary, and reprisals from communities and perpetrators. Often officials, traditional authorities, and businessmen are among the biggest offenders.[11] Attention to the constraints posed by dramatically unequal gender roles in eastern DRC is important to reduce resistance to programs that seek to empower women and promote equality between the sexes.

Within this context of instability, the GDRC has not provided its citizens even the most basic services, and the health and education sectors are no exception. Recent data show that, in the DRC, women with more than a secondary education have an average of 2.9 children, compared to women with no education who have an average of 7.4 children.[12] However, in the Kivu provinces, where roughly one in five girls between the ages of 15 and 19 are sexually active, upwards of eighty percent don't use contraception and have not heard of any modern methods of preventing the transmission of sexually transmitted diseases or pregnancy.[13] Even though there are real and perceived benefits of education among Congolese, 44% of school-age children (ages 5-17) are out

[8] Buchanan, E. (2015, October 29). Battle for control of the DRC: Who are the armed groups killing for land, resources, and ethnicity? *International Business Times*. Retrieved from http://www.ibtimes.co.uk/battle-control-drc-who-are-armed-groups-killing-land-resources-ethnicity-1526317.

[9] A recent USAID-funded population-based survey of three health zones in eastern DRC estimated that of Gender Based Violence (GBV) survivors, 61 percent were children and 33 percent were men. In addition, while conflict-related GBV often features in international narratives about the DRC, intimate partner violence (IPV) and domestic GBV both appear more frequently in most communities. (A Population-Based Household Study, Lynn Lawry, Overseas Consulting Corporation, 2016) Still, the role of conflict should not be minimized in areas where it is endemic. The rate of sexual violence in the most conflict-affected territory surveyed, Walikale (20.5%), is double that of Katana (10.5%) and almost three times higher than Karisimbi (7.7%). This correlation, along with data on prevalence of GBV in other parts of the DRC, suggests that one significant impact of conflict is that it layers additional cases of GBV over an already intolerable level and destroys what are, at best, feeble institutions of social control and rule of law.

[10] The July 2016 revisions to the Family Code improve the status of women in areas such as household decision making and management of resources, inheritance, and banking. They also prohibit forced marriage and marriage before the age of eighteen. However, they do not change laws that limit women's rights regarding reproductive health nor article 444 that says the husband is the head of the household and his wife should be submissive to him.

[11] USAID/DRC Gender Assessment, 2012.

[12] Ibid.

[13] *Enquête Démographique et de Santé (EDS-RDC) (DHS) 2013-2014, République Démocratique du Congo.* http://dhsprogram.com/pubs/pdf/FR300/FR300.pdf

of school in North Kivu, and 30% are out-of-school in South Kivu.[14] Among older youth (ages 15-35), roughly one third are out-of-school and unemployed in South Kivu and in urban areas of North Kivu.[15] While the data suggests no significant gender discrepancies in access to education at the primary levels, gender plays a more prominent role in exclusion at the secondary and higher levels of education.[16]

Although the DRC has established a national, government-led non-formal education program, a leading survey of Alternative/Accelerated Learning Programs (ALPs) in North and South Kivu found a "tremendous gap between the need for alternative education and the actual provision of service."[17] For example, in North Kivu in 2015, there were approximately 48,000 registered students in ALPs, skills training, and basic literacy classes across 411 centers and programs in North Kivu. This number represents roughly 5% of the school-age, out-of-school youth population.[18] These figures are even lower when considering the numbers of older youth who have not completed school, cannot access non-formal education, and are unemployed.

Studies show that youth consistently seek out and value education opportunities that they see as a pathway to viable employment, highlighting systemic barriers to access that have not yet been adequately addressed by the GDRC or other programs[19]. This strain on service delivery is only expected to worsen given ongoing conflicts and the steadily growing population that promises to generate a massive youth bulge over the next two decades. In this context, the economy is likely to increasingly suffer from the implications of a growing population that is under-skilled and under-productive unless steps are taken to capture the massive potential in a workforce segment that is in its most productive years.

<u>2.2 Youth Employment Opportunities</u>

Overall, eastern DRC is characterized by a severe lack of investment. As one World Bank report states, "The absence of a dynamic small and medium-size enterprise sector deprives the Democratic Republic of the Congo of an important engine of growth and young skilled workers of job opportunities."[20] Indeed, the estimated youth unemployment rate stands at 15%, higher than most sub-Saharan African countries,[21] and the rate of underemployment is well above 75% in both provinces.[22]

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[14] ISSP/UO, (Higher Institute for Population Sciences of the University of Ouagadougou). (2013). National survey on the situation of out-of-school children and adolescents in the Democratic Republic of Congo. MEPSP, UNESCO, and UNICEF, p. 9. Retrieved from: https://www.unicef.org/education/files/DRC_OOSCI_Full_Report_(En).pdf)

[15] *"Note sur l'emploi des jeunes en RDC,"* document provided by the World Bank.

[16] ISSP/UO, p. 58.

[17] USAID ECCN Alternative Education in the DRC, Final Research Report," December 2016, p. 30.

[18] Ibid, pp. 29-30.

[19] Congolese Youth: Assets and Opportunities." USAID/IYF Youth: Map Assessment Report, 2013; "USAID ECCN Alternative Education in the DRC, Final Research Report," December 2016.

[20] Herderschee, Johannes, and Kai-Alexander Kaiser, and Daniel Mukoko Samba. Resilience of an African Giant Boosting Growth and Development in the Democratic Republic of Congo. The World Bank, 2014.

[21] Source: UCW calculations from the DRC 2012, and KILM data 2012, in "Note sur l'emploi des jeunes en RDC," provided by the World Bank.

[22] UNDP *Unité de lutte contre la pauvreté* (Poverty Reduction Unit). (2009). *Province du Nord-Kivu Profil Resume:*

Consequently, with a dearth of formal and informal wage opportunities, self-employment is the most viable form of economic opportunity for young people in eastern Congo in the foreseeable future. The lack of capital is perceived by youth to be a major constraint to starting their own businesses, as is the lack of transparency in local business regulations and the associated informal taxes and fees. Young women are also constrained by domestic responsibilities and cultural norms that dissuade them from participating in economic activities. Currently, while many urban young people find ad hoc work where they can, others seek self-employment opportunities in basic trades such as auto repair and petty trade for men, and hairdressing and dressmaking for women. Many youth, men and women alike, seek income through the unsafe, illegal, and physically challenging artisanal mining sector. There are some success stories of youth-owned enterprises arising out of savings groups (*mutuelles de solidarité*) as well as group-based lending offered by financial institutions. While men and women both engage in self-employment, by and large women in the DRC do not hold leadership positions in the private sector, nor in the political sphere.

Other untapped opportunities also exist. Most of the country's 6.7 million malnourished and food-insecure people reside in the eastern provinces, including North and South Kivu where agricultural production is the main source of livelihoods. Traditional agriculture is typically seen by youth as undesirable, low-wage, labor-intensive work, and is mostly reserved for women and for subsistence purposes. Nevertheless, there is potential to attract young men and women to more lucrative on- and off-farm activities such as value-added agriculture production, marketing, distribution, and transportation. Other related fields with potential growth opportunities in those same geographic areas include small livestock husbandry and veterinary services. A number of studies that have examined the growth potential of specific value chains in eastern DRC will help inform the Integrated Youth Development Activity of concrete opportunities for youth employment and livelihoods.

2.3 The Challenge

Youth in eastern DRC are largely disenfranchised and socio-economically distressed. The GDRC has cracked down in recent years on efforts on the part of its citizens, especially youth, to express their fears and concerns about attempts to change the country's constitution.[23] Moreover, cultural norms around *droît d'aînesse* (the rights of elders to make decisions) make it difficult for youth to have a voice and contribute to decision-making at the community level.[24] Girls and young women are discouraged by their families and communities from pursuing education, employment and career in politics or any other public roles, and instead often face early marriage and unwanted pregnancies[25]. Without avenues for expression, young people can be made subject to political manipulation, fed messages of intolerance, and incited or forced to violence by the leadership of

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Pauvreté et Conditions de vie des ménages (North Kivu Summary Profile: Poverty and Household Living Conditions), and UNDP *Unité de lutte contre la pauvreté* (Poverty Reduction Unit). (2009). *Province du Sud Kivu Profil Resume: Pauvreté et Conditions de vie des ménages* (South Kivu Summary Profile: Poverty and Household Living Conditions).

[23] Amnesty International. (2015/2016). *Annual Report: Democratic Republic of the Congo 2015/2016*. Retrieved from https://www.amnesty.org/en/countries/africa/democratic-republic-of-the-congo/report-democratic-republic-of-the-congo/.

[24] "Congolese Youth: Assets and Opportunities." USAID/IYF Youth: Map Assessment Report, December 2013.

[25] Demographic and Health Survey (DHS-DRC) 2013-2014. http://www.ins-rdc.org/sites/default/files/eds%202013_2014.pdf

varying armed groups and militias.[26] Among youth participants surveyed from a wide range of armed groups, over one third (39%) identified political motivations as the reason for joining armed groups, while one quarter (25%) report having joined the armed group in order to earn money.[27] Important to this narrative is the large numbers of youth (64%), including young girls, joining armed groups while minors (39% under age 15),[28] suggesting the influence of larger socio-economic vulnerabilities on youth participation in violence.

In spite of this bleak picture of disenfranchisement and violence, youth in the DRC crave opportunities to improve their circumstances. They yearn for the space and resources to be educated and to positively participate in their country's political, social and economic development. Very recently, youth have become more engaged in politics through youth activist movements such as Lutte pour le Changement (LUCHA) and FILIMBI (Swahili for "whistle"), which are leading non-violent political actions in the face of challenging and closing political space. Youth in the TO3 target areas and across the country reveal that economic opportunity is an overwhelming priority for young people of all backgrounds in eastern DRC.

Building upon global best practices, youth interventions in conflict-affected areas should be cross-sectoral and flexible, adapting to meet the needs of the youth within their specific contexts and should adhere to do no harm principles. The evidence overwhelmingly shows that in conflict-affected environments including the DRC, holistic programming is the mode of choice, especially for youth. Most youth-focused programs include five or more cross-sector components: education, workforce development, health, mental health, and civic engagement. To reflect global best practice, the Integrated Youth Development Activity should use a holistic approach that "transitions away from responding with a problem focus to youth risks, and toward proactively building skills, fostering healthy relationships, and making youth active partners in development efforts."[29]

One of the bright spots of eastern DRC is the scores of local non-governmental organizations (NGOs), community-based organizations (CBOs), and faith-based organizations providing integrated programming to youth. These organizations play an important role in connecting youth with education, psycho-social support, and community activities. As legitimate community-based organizations, they have a stake in the stability of the region and important experience operating in this challenging context.

2.4 Conclusion

The conflict in the Kivus can be characterized as a mutually reinforcing dynamic in which complex

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[26] United Nations Economic Commission for Africa (UNECA). (2015). *Conflicts in the Democratic Republic of the Congo: Causes, impact and implications for the Great Lakes region.* Addis Ababa, Ethiopia: Economic Commission for Africa.

[27] Elbert, Th., Hecker, T., Hermenau, K., Hinkel, H., Lancaster, Ph., Medl, H., Riedke, H., Schauer, M., Winkler, N. (2013). *Sexual and Gender-Based Violence in the Kivu Provinces of the Democratic republic of Congo: Insights from Former Combatants.* Retrieved from LOGICA: http://www.logica-wb.org/PDFs/LOGiCA_SGBV_DRC_Kivu.pdf.

[28] Ibid.

[29] YouthPower Learning. (forthcoming 2017). *A Systematic Review of Positive Youth Development in Low-and Middle-Income Countries.* Washington, DC: YouthPower Learning, Making Cents International.

local settings are influenced by various domestic and international actors who benefit from weak governance structures combined with larger ethnic, international, and economic forces. As long as such actors continue to hold a vested interest in the status quo, conflict will likely endure in eastern DRC at least for the medium term. While youth programs may not be able to halt the conflict or stimulate immediate transformation, they can nevertheless offer opportunities for young people to become more resilient to the impact of conflict on their own lives. In particular, youth are less likely to display violent behavior, and realize a range of positive outcomes in health, education, employment, and other areas of their lives when they have access to decision-making opportunities and are able to exercise agency.[30] As such, over the long term, Positive Youth Development (PYD) programs can strengthen the foundation for peaceful transformation in which youth are active positive contributors to social, economic, and political life in the DRC.[31]

3. Expected Results

This section outlines the proposed elements of the activity design, including the theory of change, focus of activities, results framework and critical assumptions. The Mission encourages the Applicant to apply its own knowledge of the context and the issues in eastern DRC to its activity design to demonstrate how best to reach the desired goal and intermediate results.

3.1 Theory of Change

The goal of the Integrated Youth Development Activity is to increase youth resilience to conflict and violence in select areas of eastern DRC. For USAID, the term resilience is the ability of people, households, communities, countries, and systems to mitigate, adapt to, and recover from shocks and stresses in a manner that reduces chronic vulnerability and facilitates inclusive growth.[32] The PYD Framework[33] speaks to factors needed to foster resilience in youth—with a vision for healthy, productive and engaged youth—and frames this activity. The elements of the PYD Framework include:

- Assets: Youth have the necessary resources, skills and competencies to achieve desired outcomes.

- Agency: Youth perceive and have the ability to employ their assets and aspirations to make or influence their own decisions about their lives and set their own goals, as well as to act upon those decisions in order to achieve desired outcomes.

- Contribution: Youth are engaged as a source of change for their own and for their communities' positive development.

- Enabling environment: Youth are surrounded by an environment that develops and

[30] Gates, S., Lippman, L., Shadowen, N., Burke, H., Diener, O., and Malkin, M. (2016). Key Soft Skills for Cross-Sectoral Youth Outcomes. Washington, DC: USAID's YouthPower: Implementation, YouthPower Action.

[31] The Adolescent Brain: New Research and Its Implications for Young People Transitioning From Foster Care. Jim Casey Youth Opportunities Initiative, 2011.

[32] Building Resilience to Recurrent Crisis: USAID Policy and Program Guidance, 2012.

[33] Positive Youth Development Framework, http://www.youthpower.org/positive-youth-development-pyd-framework

supports their assets, agency, access to services and opportunities, and strengthens their ability to stay safe, secure, and protected without fear of violence or retribution. An enabling environment encourages and recognizes youth while promoting their social and emotional competence to thrive. The term "environment" should be interpreted broadly to include a range of factors: social (e.g., relationships with peers and adults), normative (e.g., attitudes, norms and beliefs), structural (e.g., laws, policies, programs services, and systems), and physical (e.g., safe, supportive spaces).

Taking this into account, the theory of change that frames this activity is as follows: ***When youth gain relevant skills and have opportunities for social and economic engagement, and when community stakeholders are supportive of youth efforts, then youth will be more resilient to the impact of conflict and violence.***

There are a number of assumptions underpinning this theory of change that should be addressed by the Applicant: the ability of youth in eastern DRC to access services and capital, and to build and apply their skills; the ability of youth-serving organizations to make necessary community and market linkages; the amenability of communities and potential partners to youth efforts; and the existence of viable economic opportunities. Each stakeholder faces a complex set of challenges, so the approaches proposed will need to consider how best to define interventions, how to listen to stakeholder feedback, how to adhere to do no harm principles, and how to employ learning over the course of the activity. The Applicant should examine the incentives for each stakeholder group to engage, and define an approach whereby results reinforce one another to achieve the outcomes needed to reach the activity goal.

3.2 Focus of Activities

Given the size of youth population in the Kivus, the geographic breadth of the priority areas, the extreme needs, and the desire to have a sustainable impact through this activity, USAID notes the following considerations.

3.2.1 Geographic Scope

The Integrated Youth Development Activity is intended to focus on TO3 Priority zones: Walungu, Kabare, and Kalehe, Bukavu and Goma city. Focusing activities in these geographic areas will facilitate synergy between USAID programs and increase overall development impact. Applicants may present a compelling rationale for some interventions to be implemented in select areas outside TO3 Priority zones (i.e.: North Kivu: Masisi and Walikale; South Kivu: Mwenga and Namoya) if there are unique opportunities to leverage additional resources or extend impact or sustainability through public-private partnerships. Final decisions about interventions in Priority 2 zones will be made in consultation with USAID/DRC. Given the integrated nature of USAID/DRC's CDCS, the Applicant should consider implementing in areas that best allow for coordination with the following other USAID-funded activities: ACCELERE! (*Accès, Lecture, Rétention et Redevabilité*, or Access, Reading, Retention and Accountability), Kivu Value Chains, Solutions for Peace and Recovery, the Development Credit Authority, the Integrated Health Program, the Integrated Governance Activity (IGA), and the Congo Demokrasia Civic and Voter Education Activity. Other partnerships will come into play as well (see the Coordination and Partnership section below for more details).

3.2.2 Target Participants

This activity will target youth in TO3 priority areas, many of whom are considered vulnerable. USAID defines the term "vulnerable" as having characteristics that make an 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.

For the purposes of this activity, the term "youth" is defined as young women and men ages 13 to 24 years old. USAID/DRC has identified these youth as a priority because this age range has been most systematically excluded from educational and economic opportunities during the past years of conflict. They are in particular need of support for the school-to-work transition because they are entering the labor force for the first time in order to support themselves and their families. This definition of youth falls within the parameters of the GDRC's National Youth Policy and the USAID Youth Policy, and is consistent with USAID reporting requirements for education indicators.

The Applicant is asked to identify and describe the specific youth participants that will be targeted by the program. The Applicant is encouraged to consider a range of factors and their implications when selecting target youth and approaches that will best meet the goals of USAID's programmatic and funding priorities. For example, rural youth in conflict areas are the most at risk, yet are also difficult and expensive to access. The gender of target youth must be a major consideration in selection; given the vulnerability of girls and women in the DRC and more acutely in the eastern regions of the country, USAID has a preference for including them in the target population. As noted above, many factors must be taken into account including their domestic responsibilities, especially if they are young or first time mothers. Justification for targeting certain groups of men and boys may also be strong, as they are the perpetrators of much of the violence in these areas.

In addition to these considerations, USAID requests that the Applicant consider select beneficiaries from prior USAID-funded activities as priority youth participants for this activity, for example the children formerly associated with armed groups in both North and South Kivu that were reached by the UNICEF reintegration project (approximately 3,000 per year), as well as past students and graduates of USAID-funded ALPs. There may be overlaps between these participants and other youth segments as determined by the Applicant.

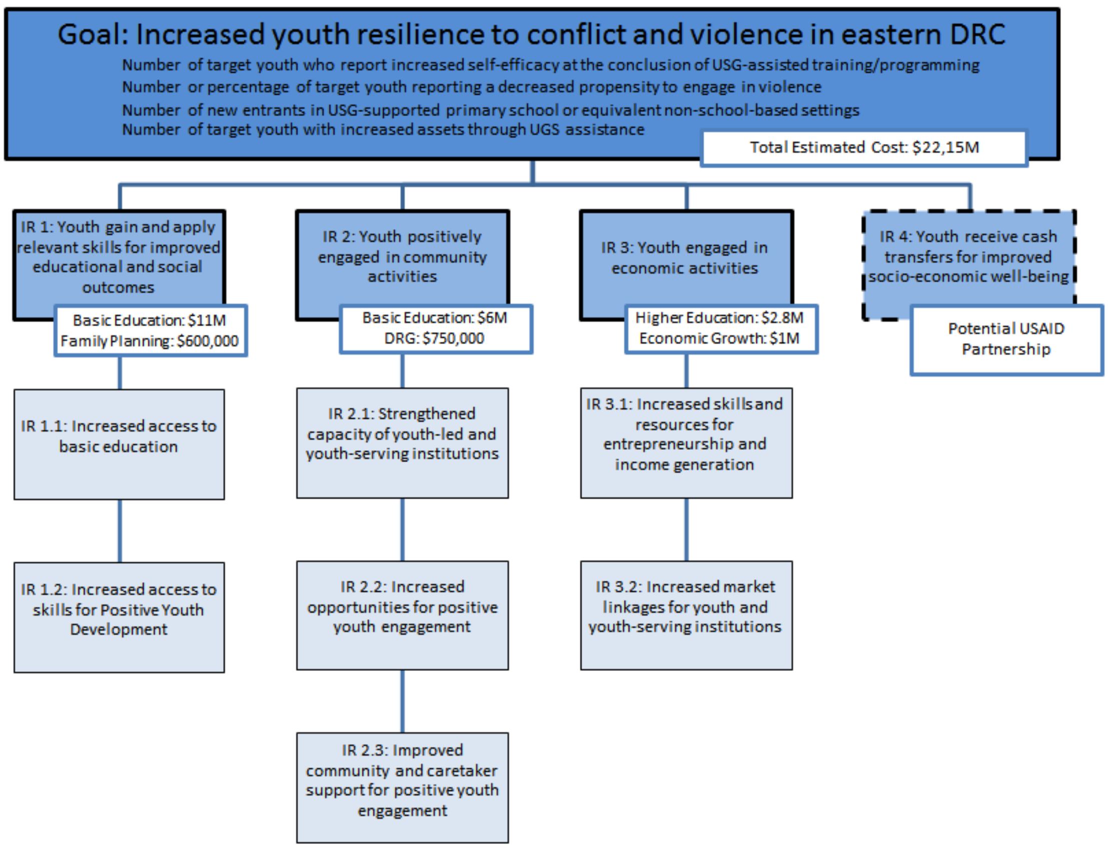
The Applicant is requested to provide estimated numbers of target beneficiaries to be reached by its technical approach, disaggregated by Intermediate Results (IRs) 1-3, as described in the following section. Applicants should note separately any beneficiaries that will receive multiple interventions. In making these estimations, the Applicant should consider the type and level of funding available.

Note that all data on youth participants will be disaggregated by gender (including LGBTI categories), age brackets, disability, status as individuals formerly associated with armed groups, and geographic location. Additional disaggregation of data may be requested when finalizing the Activity Monitoring, Evaluation, and Learning Plan post-award.

3.3 Results Framework

The Results Framework reflects the theory of change and includes the goal and IRs to be achieved by the Integrated Youth Development Activity (IRs 1-3), as well as an IR 4 to be achieved under a separate award as part of a potential GDA to provide household cash transfers. If this GDA progresses, IR 4 will be implemented through a separately award to a third party entity. Applicants should propose a technical approach covering IRs 1-3 only. Applicants must be willing to collaborate at strategic points with the entity implementing IR 4.

The Applicant will submit an application to USAID describing the interventions and approaches of its program, taking note of illustrative indicators at the goal and IR levels, anticipated funding levels and sources, and technical application requirements in Sections IV and Section V of this NOFO. USAID will view favorably approaches where interventions at the IR and sub-IR levels complement one another, and where there is overlap in the target beneficiaries so that activities aimed at building skills, engagement, and economic opportunities mutually reinforce one another.



IR 1: Youth gain and apply relevant skills for improved educational and social outcomes
As noted in the background section, a large proportion of young people in eastern DRC do not have access to basic education, such as literacy, numeracy, and other basic skills including critical

thinking, problem-solving, team-building, and effective communication. This activity will fill a void by helping youth to access and acquire the basic education and skills most relevant to their needs and goals, to serve as a foundation for them to identify, assess, and create opportunities, and to make decisions about their lives. These skills will provide a strong foundation for engaging in other opportunities included in this activity and beyond.

Illustrative indicators for this IR and its sub-IRs:
- Number of learners enrolled in primary schools and/or equivalent non-school based settings reached with USG education assistance
- Number of vulnerable youth benefiting from USG-supported social services
- Number and percent of schools or learning spaces meeting criteria for safe schools programs
- Number of youth at risk of violence trained in social or leadership skills through USG-assisted programs
- Percent of audience who recall hearing or seeing a specific USG-supported family planning/Reproductive Health message

IR 1.1: Increased access to basic education
As this activity supports Goal 3 of USAID's Education Strategy, it must include a strong focus on expanding equitable access to basic education for children and youth in crisis and conflict-affected environments. Conflicts have adverse effects on access to quality education through the destruction of infrastructure and resources, displacement and breakdown of communities, and inequality of access for certain groups based on gender, ethnicity, or other factors that may prevent young people from attending school. These issues are especially relevant in the context of eastern DRC given the relatively low numbers of school-age youth who are in school and the low numbers of older youth who have completed school. The global evidence suggests that basic education (including literacy, numeracy, and social emotional skills) has an important role to play in social[34] and cross-sectoral[35] outcomes. Moreover, ALPs appear to have a positive impact on learning outcomes.[36] It is important that basic education not be considered nor provided as a stand-alone service, but rather as part of a package of integrated youth development services that build youth resilience.

IR 1.2: Increased access to skills for Positive Youth Development
PYD, as an approach, emphasizes providing support and opportunities for young people in developing a sense of competence, usefulness, belonging, and empowerment.[37] It transitions away from problem-focused responses toward proactively building skills, fostering healthy relationships, transforming systems, and making youth active partners in development efforts. The skills most likely to increase odds of youth success across the domains of workforce success, violence prevention and Sexual and Reproductive Health include: positive self-concept, self-control, and

[34] Smith. A, McCandless, E., Paulson, J. and Wheaton, W. (2011). *The Role of Education in Peacebuilding: Literature Review*. New York, NY: UNICEF.
[35] YouthPower Learning. (forthcoming 2017). *A Systematic Review of Positive Youth Development in Low-and Middle-Income Countries*. Washington, DC: YouthPower Learning, Making Cents International.
[36] USAID. Accelerated Education Programs in Crisis and Conflict: Building Evidence and Learning, 2016. Retrieved from: http://eccnetwork.net/wp-content/uploads/AEP-Literature-Review-FINAL.pdf.
[37] YouthPower Learning. (forthcoming 2017). *A Systematic Review of Positive Youth Development in Low-and Middle-Income Countries*. Washington, DC: YouthPower Learning, Making Cents International.

higher order thinking skills.[38] Adolescence is a pivotal time in which the brain develops and during which youth experience rapid changes across multiple developmental domains: physical, cognitive, social, psychological, and spiritual. For youth who have experienced severe forms of trauma, "positive youth development services, opportunities, and supports are essential in counteracting the effects of trauma to promote healthy brain and social development in adolescence."[39] Adolescence is also a time in which young people form norms and attitudes around gender and sexuality. In that regard, PYD interventions offer an opportunity to promote healthy attitudes and behaviors by including critical and timely information about puberty, relationships, and gender dynamics. PYD interventions may also include information about other relevant topics, such as gender-based violence, the dangers of early marriage, and methods for accessing sexual, family planning and reproductive health, and other health services.

IR 2: Youth positively engaged in community activities
Beyond education, youth must be allowed to *exercise* their skills—namely through civic, social, and/or economic participation. Research suggests that "the most effective [social emotional learning] programs were integrated within academic curriculum areas and included explicit social and emotional skills instruction as well as *opportunities to practice these skills* in and outside the classroom."[40] The activities outlined under this IR aim to put in place an enabling environment, support structures, and linkages to existing community development programs so that youth have opportunities to positively engage in their communities. While USAID does not intend to establish widespread civic engagement interventions per se, youth participation in social and civic activities is to be considered insofar that youth themselves see it as a necessary means to develop and exercise their skills, develop agency, and gain relevant experience that can help them transition from education to employment. The intent is that these approaches will mutually reinforce young people's confidence in themselves and community members' trust and value in the skills, contributions, and vision that young people have to offer.

Illustrative indicators for this IR and its sub-IRs:
- Number of USG-assisted organizations and/or service delivery systems strengthened who serve vulnerable populations
- Number of community development projects implemented by youth
- Number of youth who participate in civil society activities following social or leadership skills training or initiatives from USG-assisted programs

IR 2.1: Strengthened capacity of youth-led and youth-serving organizations
There are a number of youth-led and youth-serving organizations in eastern DRC whose members have expertise, experience and networks relevant to this activity. Similarly, there are a number of NGOs/CBOs in eastern DRC that provide services or have wide community reach, but may have a sector focus or may not be specifically targeting youth or certain youth populations. These organizations may be well positioned to expand their reach and/or improve the quality of services

[38] Gates, S., Lippman, L., Shadowen, N., Burke, H., Diener, O., and Malkin, M. (2016). Key Soft Skills for Cross-Sectoral Youth Outcomes. Washington, DC: USAID's YouthPower: Implementation, YouthPower Action.
[39] The Adolescent Brain: New Research and Its Implications for Young People Transitioning From Foster Care. Jim Casey Youth Opportunities Initiative, 2011.
[40] CASEL 2013, cited in Varela et al, 2013.

to youth. By strengthening the ability of these organizations to offer holistic services (either directly or through a referral network), while providing role models and mentorship and opportunities for youth engagement and leadership, the activity will support a more conducive environment for PYD to occur at the community level. As such, interventions that build the capacity of youth and youth leaders, establish and reinforce existing vibrant youth networks, and strengthen relationships between youth and other community stakeholders are strongly desired.

IR 2.2: Increased opportunities for positive youth engagement
Civic engagement and/or service learning opportunities give youth an opportunity to practice PYD skills and build relevant work experience, while also providing them an avenue for identity and self-expression. For example, in the DRC and around the world, youth journalism and engagement in media has been shown to provide young people with important work-related experience, networks, and self-confidence that they can then utilize to harness future employment opportunities. Many faith-based organizations in the DRC offer avenues for self-expression such as choir, theatre, and sports. Similarly, youth service learning, such as volunteering for environmental, health, or community improvement projects, builds leadership and teamwork skills. Opportunities to manage projects, even small ones, promote youth self-efficacy and leadership skills that are transferrable to the labor market.

IR 2.3: Improved community and caretaker support for positive youth engagement
Research and practice show that an enabling environment assists youth to develop their assets and agency, strengthens their ability to avoid negative risks and stay safe, and fosters their resilience when confronted with challenging circumstances. Programs that aim to improve the enabling environment can foster the development of healthy relationships with adults and peers, positive norms and expectations, and safe physical and emotional spaces. USAID anticipates that this activity will engage community members and caretakers in promoting Positive Youth Development. For instance, USAID's Counter-Gender Based Violence, Advancing Human Rights and Electoral Justice, and USAID's Solutions for Peace and Recovery (SPR) programs use a rights-based approach to help community members hold each other accountable for treating marginalized people as valuable and equal human beings, changing harmful beliefs and practices. The Integrated Youth Development Activity can leverage these and other approaches to include youth and to create the space for the other interventions under this IR that will lead to community development and improved livelihoods.

IR 3: Youth engaged in economic activities
This IR aims to address the employment and livelihood priorities that have been so clearly voiced by youth in eastern DRC. While the evidence suggests that there is a relatively weak direct relationship between employment and conflict, and that youth political violence is largely rooted in experiences of injustice,[41] a recent systematic review by the International Labor Organization, UN, and World Bank suggest possible linkages between employment and peacebuilding based on three underlying assumptions of what drives conflict and unemployment: contact, grievance, and opportunity.[42] USAID assumes that, by providing relevant workforce development skills, together

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[41] Mercy Corps. (2015). *Youth & Consequences: Unemployment, Injustice and Violence.* Portland, OR: Mercy Corps.

[42] A theory of change based on the *contact* assumption suggests that if conflict is driven by negative perceptions among groups, employment programs may reduce conflict by bringing groups together and providing opportunities to break

with income-generating and employment opportunities, youth can build self-identity, self-empowerment, and personal security through more stable living conditions for them and their families. In so doing, this activity aims to address underlying grievances and inequities in eastern DRC that make young men and women vulnerable to conflict.

Achieving this IR will require providing youth improved economic opportunities. This can be achieved by promoting workforce development skills among youth through basic business and financial literacy, formal and informal vocational training, mentorship, increased access to capital, and on-the-job training. This component should also support and develop young entrepreneurs and youth-owned enterprises to grow their skills and business, market their products, and to form market linkages with larger enterprises. Given the lack of formal sector employment opportunities in eastern DRC, this activity should equip youth with the skills necessary to identify, create, and engage economic opportunities in the informal sector and/or through self-employment. Proposed interventions are expected to serve as a gateway for youth into other market economic livelihood and market interventions, including those funded by USAID such as the Development Credit Authority activity, Kivu Value Chains, and the Food for Peace Development Food Assistance Program.

Economic and workforce development interventions must go beyond unpaid internships and volunteer work, and result in tangible employment and economic results. Employment may include informal as well as formal employment. Unlike many vocational training programs in eastern DRC, through this activity, local NGO/CBO partners and service providers will be expected to track participants following their "graduation" from programs.

Illustrative indicators for this IR and its sub-IRs:

- Number of individuals with new or better employment following completion of USG-assisted workforce development programs
- Number of individuals with improved skills following completion of USG-assisted workforce development programs
- Number of youth with increased access to financial assets through USG assistance
- Amount (in USD) of public and private financial and in-kind support for youth economic opportunities leveraged as a result of USG assistance

IR 3.1: Increased skills and resources for entrepreneurship and income generation

Research has identified a range of barriers that prevent youth in eastern DRC from engaging in economic activities. These barriers include more than just the lack of marketable skills and market access; they also include the inability to identify economic opportunities and a lack of resources necessary to take advantage of those opportunities. To overcome such barriers, USAID envisions

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down stereotypes and foster mutual understanding and ultimately social cohesion. *Grievance* theories of change imply that if the conflict is driven by real or perceived injustices, employment programs may reduce conflict risk by addressing those injustices. *Opportunity* theories propose that if conflict is driven by adverse economic circumstances, providing access to livelihoods may reduce incentives to engage in violence as a means of improving economic circumstances. Source: International Labour Organization (ILO), United Nations Peacebuilding Support Office (PBSO), United Nations Development Programme (UNDP), World Bank (WB). (2016). *Employment Programmes for Peace: A Joint Statement on an Analytical Framework, Emerging Principles for Action and Next Steps*. Retrieved from ILO: http://www.ilo.org/global/about-the-ilo/newsroom/statements-and-speeches/WCMS_535665/lang--en/index.htm.

holistic support for youth to build their workforce development skills, increase their access to financial resources, and facilitate their transition from education to employment. Skills training may include work readiness training, financial literacy, vocational/technical training, business plan training, entrepreneurship training, career counseling and mentoring. Activities to improve access to resources may include supporting youth service delivery by finance and microcredit institutions, providing grants to individuals, groups, or businesses, supporting youth savings mobilization, and provision of other capital inputs. To facilitate the transition from education to employment, youth may be provided with career counseling, job information and job matching, work-study and service learning opportunities, internships and/or apprenticeships, support to entrepreneurship and business start-up, and the development of supportive peer and professional networks.

IR 3.2: Increased market linkages for youth and youth-serving institutions
In eastern DRC, where economic service providers, NGOs, CBOs, and youth-serving institutions are part of the local economy, the Integrated Youth Development Activity will explore innovative ways to strengthen market linkages as a means to improve workforce development service delivery and build a foundation for sustainability. Partnerships between service delivery and employment providers, USAID-funded market and livelihood interventions, and/or private companies can generate up-to-date labor market information, improve the relevance and quality of workforce development, and create multiple pathways from education to employment. This component should identify entry points for youth and youth-serving institutions to engage with existing programs and enterprises (e.g., local businesses and multinationals in various sectors). USAID envisions linkages that support market development for youth-friendly, demand-driven approaches, delivery of skills training relevant to market needs, and engagement of public and private investments to support high quality, cost-effective workforce development. This activity should build the capacity of existing organizations to more effectively increase economic opportunities for youth.

IR 4: Youth receive cash transfers for improved socio-economic well-being
This IR aims to provide youth in eastern DRC with capital resources through the use of unconditional household cash transfers. This IR is represented in the Results Framework as a dotted box because it will not be implemented by the Applicant of the Integrated Youth Development Activity. The Mission is currently in negotiation with a third party entity to develop a potential GDA. If this GDA is awarded, a separate entity will implement cash transfers as an intermediate result in support of the Integrated Youth Development Activity goal to increase youth resilience to conflict and violence in eastern DRC. To build global evidence on the impact of such interventions, USAID will require the Applicant to collaborate with USAID and the third party entity on beneficiary selection and an evaluation of the Integrated Youth Development Activity. If the GDA does not materialize, the Applicant will be informed; the removal of IR 4 should not affect the Applicant's ability to achieve the Integrated Youth Development Activity expected results.

4. Coordination and Partnerships

Coordination and partnerships are critical to the success of this activity. Given the long history of donor support in eastern DRC, there are a number of robust and effective programs that serve similar target populations with complementary activities including those funded and planned by other donors, private sector entities and the GDRC. USAID also has a history of funding activities in the TO3 priority areas, and has several important initiatives underway at the time of the release of this NOFO. The successful Applicant should have or develop strategic partnerships with these, as well as with public sector institutions such as universities, training centers, and GDRC stakeholders they deem key to the success of the activity. The Applicant should also plan to attend partners' meetings hosted by USAID in North and South Kivu, as well as joint work planning sessions with other USAID implementers in eastern DRC.

4.1 Youth NGOs, CBOs and Networks

One of the core tenets of Positive Youth Development is the inclusion of young people as key, accountable actors in programs that affect them. As such, the Applicant should carefully consider how to engage young people, NGOs/CBOs that are led by and/or serve youth, and networks of young people and youth-focused NGOs/CBOs throughout this activity.

4.2 Other USAID Activities in TO3 Target Areas

USAID/DRC's CDCS emphasizes the benefits of co-locating its activities, recognizing that, by engaging the same stakeholders through a number of activities, an integrated and cross-sectoral approach can increase development outcomes. Given that TO3 priority areas include an expansive geographic area, USAID conducted an in-depth, multi-criteria geographic analysis to select the territories of Walungu, Kabare, Kalehe, and Goma as focus areas where USAID will prioritize investments in governance, agriculture, health, and education. Given the large number of programs working in proximity, the applicant will need to coordinate and be aware of the importance of deconflicting or avoiding unproductive duplication of efforts.

4.2.1 Priority Coordination

In additional to coordinating with the potential third party implementer of IR4, the Applicant is requested to collaborate closely with USAID-funded activities, including ACCELERE!, Kivu Value Chains, the Development Credit Authority, the Integrated Health Program, the Integrated Governance Activity, and the Congo Demokrasia Civic and Voter Education Activity. Summaries of these activities follow. Collaboration can include site selection so as to best leverage approaches (while not inundating target communities) and to ensure optimal geographic coverage. Linkages to reporting and shared indicators should be noted, as well as to the activity's learning agenda.

- **ACCELERE!:** This $180 million program, jointly funded by USAID and the UK Department for International Development (DFID), aims to promote a more responsive, accountable education system, and to improve access to education and improve learning outcomes for school-age children, including in South and North Kivu. Among its interventions, ACCELERE! supports non-formal Accelerated Learning Programs including *Centres de Rattrapage Scolaire* (CRSs) in targeted areas of North and South Kivu provinces, and *Centres d'Apprentissage Professionnel* (CAPs) in target areas of the Kivus. To date, activities have provided donations of school kits and in-kind grants. A grants program for CAPs and CRSs is designed to assist parents and communities to enroll and maintain out-of-school children.

- **Kivu Value Chains (VC) Activity:** The goal of this $22-24 million activity is to increase household incomes and access to nutrient-rich crops by linking small-holder farmers to strengthened and inclusive value chains and supportive market services. This activity focuses on three commodities: coffee and two nutrient-rich food crops. By improving agricultural livelihoods and household capacity to respond to shocks and stresses and take advantage of economic opportunities, by strengthening inclusive value chains and markets, and by promoting and enabling essential nutritional practices, USAID aims to reduce extreme poverty and malnutrition in eastern DRC, contributing to a foundation for durable peace. Specifically, Kivu VC has the following components: 1. Build capacity of vertical and horizontal actors in targeted value chains; 2. Enhance coffee production; 3. Develop and implement public private partnerships; 4. Enhance access to commercial finance, including through technical assistance to implement Development Credit Authority agreements. The Kivu VC activity collaborates with new Development Food Assistance Programs (DFAPs) that focus on improving the food and nutrition security, economic well-being, and resiliency of vulnerable households. Additionally, Kivu VC collaborates with health activities that promote improved uptake of essential nutritional behaviors and services, and access to water and sanitation services.

- **Development Credit Authority (DCA):** USAID and the Swedish International Development Agency (SIDA) partner to support a multi-bank loan portfolio guarantee with two lenders operating in eastern Congo - FINCA and Procredit. This DCA agreement will enable financial partners to make an estimated $9 million in additional loans to qualifying borrowers in North Kivu and South Kivu provinces over a five year period. Procredit intends to use the guarantee to support an expansion in lending to the agricultural, health, and education sectors while FINCA intends to scale up lending to the trade and agricultural sectors. Individuals, associations, groups, micro and small enterprises, and NGOs receiving loans under the guarantee will use the proceeds to invest in new assets and expand their activities with the goal of increasing revenue and job growth in eastern Congo.

- **Integrated Health Program (award pending):** This $300 million program will strengthen the capacity of Congolese institutions and communities to deliver quality, integrated health services to sustainably improve the health status of the Congolese population. The end result will be increased access to quality, integrated health services; improved leadership and governance of health services and related systems; and increased adoption of health-promoting behaviors in the targeted health zones. Interventions will target both facility- and community-level primary health care platforms including provincial administrative authorities and local organizations, and will include activities that improve family planning and reproductive health, maternal and child health, malaria, tuberculosis, water, sanitation, and hygiene, and nutrition services as well as strengthen the overall functioning of the health system. It will be funded for up to seven years and will operate in all health zones in South Kivu.

- **Integrated Governance Activity (IGA):** The purpose of this new five-year, $41 million award is to strengthen key governance institutions in order to improve the delivery of health, education, and economic growth services at the community level and to strengthen the social contract between citizens and government in the DRC. This activity has three principal objectives: 1) Strengthened capacity of select Congolese government institutions to fulfil mandates; 2) More effective development of targeted sub-national government entities through collaboration with citizens; and 3) Increased citizen demand for accountable, transparent and participatory government services. IGA will seek to enhance citizen participation, including vulnerable populations such as women and youth, in the identification and prioritization of their development needs and in the oversight of public service delivery. Particularly relevant to this activity and together with the Kivu Value Chains activity, IGA will be active in improving the business enabling environment, which will rationalize and make business fees and taxes more transparent, expand access to finance, and improve functioning of select agricultural markets.

- ***Congo Demokrasia* Civic and Voter Education Activity:** The purpose of this three-year, $15 million activity is to promote Congolese citizens' informed voting and active and peaceful participation in elections. *Congo Demokrasia* strengthens citizens' understanding of the electoral process, the role of local elections in advancing democracy and good governance, and their rights and responsibilities as voters, especially in regards to peaceful participation in elections. To this end, *Congo Demokrasia* strengthens the organizational capacity of targeted civil society organizations (CSOs); support CSO advocacy; increase the number of forums sponsored by CSOs where citizens interact with the *Commission Electorale Nationale Indépendante* (CENI); and educate citizens, including vulnerable and historically marginalized populations, on elections through voter and civic education campaigns.

<u>4.2.2 Other Coordination</u>

In addition to close collaboration with these activities, the Applicant should consider specific and strategic linkages to other USAID-funded activities such as the planned Sexual and Gender Based Violence Activity, USAID's Solutions for Peace and Recovery, and the Monitoring, Evaluation and Coordination Contract (MECC). Summaries of these activities are included below. These connections can be in the form of collaboration for service learning, internships, civic engagement, or other kinds of opportunities where target youth have a particular interest and applicable skill set.

- **Counter-Gender Based Violence Activity:** The Ushindi project, scheduled to end in 2017, takes a holistic approach to addressing SGBV in the eastern region of the DRC. Following this program, USAID plans to launch a new program, which will build upon current activities and address the main pillars of medical response, psychosocial support, legal assistance, and socio economic reintegration. The program geography may include up to 10 health zones and will respect the Transition Objective 3 priority zones.

- **Solutions for Peace and Recovery**: Solutions for Peace and Recovery is designed to improve social cohesion by increasing participation of women and other marginalized groups in communities in seven priority territories of eastern DRC: Walungu, Kabare, Kalehe and Bukavu City in South Kivu, and Masisi, Walikale and Goma City in North Kivu. It is anticipated that this $19 million activity will be operational through 2021.

- **Development Food Aid Program (DFAP):** The DFAP aims at improving the food and nutritional security as well as the life of vulnerable household in over 24 health zones located in Kabare and Kalehe (South Kivu province). This is a five-year initiative that started in October 2016 and is anticipated to end in September 2021.

- **Advancing Human Rights and Electoral Justice**: The purpose of this three-year, $11 million activity is to protect and promote universally recognized human rights in the DRC by bolstering the capacity of civil society actors and human rights defenders to monitor, report and document human rights abuses; providing legal assistance to those seeking legal remedies and raising citizens' awareness of their rights and how to seek those legal remedies; and advocating authorities for reform through evidence-based policy recommendations. Key expected results include: established alert and protection networks that provide support for human rights defenders; secure protection networks are established that provide space for victims of human rights abuses and their families; trainings of additional paralegals and the establishment of legal aid clinics leads to increased access to justice; civil society campaigns lead to a more informed citizenry on their human rights; and an established alternative election dispute resolution mechanism addresses electoral challenges and provides space for the peaceful resolution of conflicts.

- **Monitoring, Evaluation and Coordination Contract (MECC):** MECC is a five-year instrument that aims at providing coordination, monitoring, evaluation, analytic, and research services for the Mission's Country Development Cooperation Strategy (CDCS) and the Joint Education Program between the USAID/DRC and the United Kingdom Government/DfID.

4.3 Partnerships with Other Donors and Private Sector Entities

USAID actively supports the International Security and Stabilization Support Strategy (I4S). The Applicant should take into consideration the criteria for alignment with the I4S which include being consistent with local conflict analysis and needs; provincial strategies; provincial action plans; and coordination with the provincial Joint Technical Committee or *Comité Technique Conjoint*. USAID expects this activity to follow key operational principles of I4S such as conflict sensitivity, sustainability, and linking interventions to the GDRC strategy and budgets.

Other donors such as DfID, Belgian Technical Cooperation (CTB), international NGOs, the African Development Bank, and the World Bank fund programs—or are considering funding programs—in eastern DRC. Partnerships with these programs may complement activities implemented under this award, or fill in needed gaps.

Other private sector entities (e.g., the industrial mining sector) invest in human capital in eastern DRC and may be amenable to buy-ins from this award for specific skills training opportunities. Associations such as chambers of commerce, the *Fédération des Entreprises Congolaises* (FEC), and other trade associations may be strategic partners for this activity. There are also a number of private universities in North and South Kivu that could be considered for partnerships. The Applicant should pay particular attention to the targeting and incentives for these programs, as well as their quality, relevance and the certifications that they offer.

4.4 Strategic Partnerships with Public Institutions and the GDRC

A number of ministries in eastern DRC have recognized the importance of engaging youth in determining the focus of opportunities in education and employment, and in planning for the future of the country. Those working in provincial ministries and in *entités territoriales décentralisées* (ETDs) could be allies and channels in identifying opportunities to promote youth engagement. For example, the Governor of South Kivu recently held an economic forum where youth organizations were closely engaged in determining the agenda, demonstrating that the individuals in these organizations are trusted and relied upon to contribute their perspective.

Public universities in the Kivus are generally characterized as offering curricula that are overly theoretical and not aligned with the skills needed by the workforce. Similarly, public vocational training institutions are, for the most part, ill-equipped to provide the market-relevant skills or job intermediation services that would allow job-seekers to be immediately functional in their jobs. While the Applicant need not consider taking on responsibility for major changes to these institutions, they could consider strategic partnerships that would be beneficial to the proposed approach and reinforce the sustainability of the activity.

5. Cross-Cutting Principles

Given the complex environment in which this activity will operate, USAID considers a number of cross-cutting principles to be integral components of a successful application. The Applicant may include additional principles in its application.

5.1 Positive Youth Development (PYD)

This activity is rooted in a PYD approach, which is based on the belief that, "given guidance and support from caring adults, all youth can grow up healthy and happy, making positive contributions to their families, schools, and communities."[43] PYD programs intentionally focus on developing competencies and behaviors that support pro-social attitudes, a clear and positive personal identity, and positive belief in the future. PYD programs encourage youth leadership and experiential learning, as well as adult approachability and champions. Services and opportunities are designed to support young people in developing a sense of competence, usefulness, belonging and empowerment.

For many, the PYD approach is a paradigm shift[44] in the way that they think about youth, education, employment and leadership. The successful Applicant will include concrete and practical approaches that will not only address the challenges that youth face to accomplish the activity results, but will also involve and support young people in the decision-making, management and leadership of this activity.

5.2 Conflict Sensitivity and Preparedness

The successful Applicant will include a conflict-sensitive approach as Annex 6 that supports stabilization efforts, avoids doing harm, and reinforces social and economic factors that promote a more peaceful society. The Applicant should assume that environmental, social, and/or economic stresses will occur. Approaches employed should reflect an understanding of the context in the eastern DRC whereby geographic targeting, selection of partners and participants, messaging, and proposed interactions with all stakeholders must take into account the range of dynamics and sensitivities at play in the region.[45]Approaches should also address potential unintended consequences of the project on participants, their families, their communities, and any markets in which they are involved. USAID expects this activity to follow key operational principles of I4S

[43] Putting PYD into Practice, 2007

[44]Youth Unstuck: Social Innovations Transforming Livelihoods and Leadership in Africa, 2017. http://www.globalinnovationexchange.org/

[45] For example, see: USAID. (2016). Improving Reading, Access, and Accountability in the DRC (ACCELERE! Activity 1) Activity 1. Year 2 Work Plan, October 2016 – September 2017, Annex 6. Draft Annual Update Year 2. Conflict Sensitivity Analysis and Implementation Strategy. Prepared by Chemonics International Inc. under Contract No. AID-660-C-15-00001.

such as conflict sensitivity, sustainability, and linking interventions to the GDRC strategy and budgets.

To be prepared for the range of possible situations that may arise, the Applicant should be able to recognize and adapt to the fluidity of conflict environments. Flare-ups, escalation of emerging conflicts, or even unforeseen opportunities in the operating context necessitate fast and flexible action. The Applicant should consider USAID's Rapid Education Risk Analysis tool to assist in the initial risk analysis and the work of the Inter-Agency Network for Education in Emergencies (INEE) to maximize the positive impacts of education programming on conflict.[46] The Applicant may propose to use a rapid response mechanism of a sub-grant to 1) provide rapid response to address flare-ups in existing areas of work and 2) seize opportunities as they arise. These grants should be drawn from a set-aside funding pool with USAID's approval, and the grants system should be able to review and disburse funds rapidly where they are needed and when it matters the most. The rapid response mechanism should ensure that youth activities will be sustained during such changes in environment by a youth-led and local response.

Additionally, a security plan will be requested of the successful Applicant after the activity is awarded. The plan should lay out possible scenarios, tripwires, and in-country staff and headquarters' procedures in case of a security incident, including details on communication and logistics. The plan must be detailed enough to serve as a guide for staff, with a step-by-step action plan. USAID does not approve these plans, but requires that the successful Applicant develop and submit it as a deliverable. The security plan will be due within 30 days after award.

5.3 Inclusion and Gender

As noted above, target participants of this activity include youth who are considered vulnerable. As such, the Applicant should consider the needs of specific marginalized groups in its approach. First and foremost, gender considerations are key. There is also a large body of literature and research about women in eastern DRC that provides insights and guidance for programming. The application should identify and describe the vulnerable youth population(s) that will be targeted by the program, justify that selection, demonstrate how approaches will meet the needs of those groups through the results of this activity, and specify efforts to ensure that these approaches do not discriminate against or disproportionately benefit any specific group. This principle is closely aligned with conflict sensitivity approach noted above. Note that all data should be disaggregated by gender (including LGBTI categories), age brackets, disability, status as individuals formerly associated with armed groups, and geographic location.

6. Activity Monitoring, Evaluation, and Learning

6.1 Activity Monitoring, Evaluation, and Learning Plan

The Activity Monitoring, Evaluation, and Learning Plan (AMELP) should define a sound and realistic approach to measure the quality, effectiveness, and outcomes of implementation of the activity, keeping in mind the possibility for insecurity. Activity monitoring should be based on monitoring methods that will allow staff to measure and track Activity and product quality on

[46] INEE Toolkit. (2013). Inter-Agency Network for Education in Emergencies (INEE). http://toolkit.ineesite.org/ and http://www.ineesite.org/en/conflict-sensitive-education#How

multiple levels and to make adjustments as needed. Quantitative and qualitative data should be collected using appropriate tools, as well as through direct observations of activities to ensure the effectiveness of the activity interventions and to measure progress toward achieving targets. The successful Applicant should uphold standards of data quality (accuracy, validity, reliability, timeliness, and integrity) throughout the data collection process and ensure that staff and stakeholders involved in data collection, aggregation, and calculation be trained by the activity to ensure that high standards of data quality are met whenever they perform data related activities.

The Applicant shall also propose a learning agenda that facilitates a process for strategic collaboration among partners, systematically generates and captures learning, facilitates the exchange of knowledge, and promotes a learning culture. The learning agenda will outline key questions that this activity will aim to answer, as well as a plan for knowledge-sharing through an Advisory Group on youth with USAID, relevant and priority partners, and stakeholders (including periodicity of interactions, information to be exchanged, and products to be developed). USAID's hope is that the success of this activity will build a proof of concept that legitimizes additional investment in youth programming.

6.2 External Impact Evaluation

As part of USAID/DRC's negotiation of a potential GDA, the Mission is considering the implementation, concurrently with this activity, of a separate third-party impact evaluation utilizing a randomized control trial (RCT) methodology. The purpose of the RCT methodology is to assess the extent to which the activity's desired outcomes can be attributable to its interventions. The successful Applicant will be expected to collaborate with the third-party evaluation team as well as with USAID and other implementing partners, as appropriate, to complete the evaluation.

Applicants will be requested to ensure that their proposed technical approach, implementation plan and schedule, monitoring and evaluation plans, and costing can be conducted in a manner that is amenable to a RCT. To allow for an RCT to be conducted, the Applicant, after defining the population of potential beneficiaries, will share beneficiary selection criteria and lists (sufficient for program implementation as well as selection of a control group) with USAID and the implementer of IR4, and work with the third-party evaluation team to define a process that allows for the randomization of potential beneficiaries to different study arms. This randomization makes it possible to estimate the impact of different interventions on key outcome indicators.

7. Applicable Analyses

Due to the operational environment of this activity, the implementer should include how the proposed activity will apply conflict analysis or, at the minimum, a "Conflict Sensitivity/Do-No-Harm" analysis for each approach, and how lessons learned and analysis can be adapted to promote peacebuilding and reduce conflict. In addition, the application should include a gender analysis that describes the proposed methodology for gender analysis of the target communities and potential impacts of project activities by gender.

The Integrated Youth Development Activity must comply with U.S. Government and USAID environmental impact monitoring and mitigation regulations. It must minimize the potential for negative environmental impacts and maximize the potential contributions to environmental conservation. USAID/DRC shall provide the successful Applicant with a copy of the Initial

Environmental Examination (IEE) and a briefing on environmental compliance responsibilities. During this briefing, the IEE conditions applicable to the successful Applicant's activities will be identified. Per 22 CFR 216.2(c)(2), Categorical Exclusion is recommended for (i) Education, training, technical assistance or training programs except to the extent such activities such programs include activities directly affecting the environment; (ii) controlled experimentation exclusively for the purpose of research and field evaluation which are confined to small areas and closely monitored; (iii) Analyses, studies, academic or research workshops and meetings; (v) Document and information transfer; (viii) Programs involving nutrition, health care or population or family planning services except to the extent such activities direly affect the environment. Per 22 CFR 216.3(a) (iii), a Negative Determination with Condition is recommended for: Service learning such as volunteering for health or community improvement projects; vocational and skills training, internship programs on subjects such as vehicle maintenance, carpentry, and business management and access to financial services, loans, insurance, materials for starting a business.

[END OF SECTION A]

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SECTION B: FEDERAL AWARD INFORMATION

1. Estimate of Funds Available and Number of Awards Contemplated

Subject to funding availability, USAID intends to provide $22.15 in total USAID funding over a three-year period that 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 (DRG) funding for civic education, citizen participation and public accountability. The ceiling for this activity is $22.15 million for one award. Actual funding amounts are subject to the availability of funds.

USAID intends to award one (1) Cooperative Agreement pursuant to this Notice of Funding Opportunity. USAID reserves the right to fund any one or none of the applications submitted. USAID may make an award on the basis of initial applications received, without discussions. Therefore, each initial application should contain the Applicant's best terms from a technical and cost standpoint.

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, 2017.

3. Substantial Involvement

Consistent with ADS 303.3.11, USAID/DRC will be substantially involved in the implementation of the Integrated Youth Development Activity. The intended purpose of the Agreement Officer's Representative (AOR) involvement during the implementation of the activity is to assist the recipient(s) in achieving the supported objectives.

- Approval of Specified Key Personnel as concurred by the AOR and approved by the Agreement Officer (AO): USAID will approve Key Personnel and future changes.
- Approval of the Recipient's Implementation Plans by the Agreement Officer's Representative (AOR): USAID will approve (a) annual work plans, and (b) any significant adaptations to the work plan or AMELP plan, for example changes based on coordination efforts or the evolving security situation.
- Agency and Recipient Collaboration or Joint Participation:
    1) Collaborative involvement in selection of advisory committee members, if the program will establish an advisory committee that provides advice to the recipient. USAID may participate as a member of this committee as well. Advisory committees must only deal with programmatic or technical issues and not routine administrative matters.
    2) Concurrence on the substantive provisions of sub-awards. 2 CFR 200.308

requires the Recipient to obtain the Agreement Officer's prior approval for the subaward, transfer, or contracting out of any work under an award. This is generally limited to approving work by a third party under the agreement. USAID also reserves further approval rights for sub-awards or contracts, specifically concurrence on the substantive provisions of the subawards.
3) Approval of the Recipient's Activity Monitoring, Evaluation and Learning Plan (AMELP) by the AOR.
4) Monitoring by the AOR to authorize specified kinds of direction or redirection because of interrelationships with other projects. USAID monitoring will be required throughout the period of performance to continually facilitate its funding with that of other donors and activities.

- Agency Authority to Immediately Halt a Construction Activity: The Agreement Officer reserves the right to halt construction activities under the award, if applicable.

4. Title to Property

Property Title under the resultant Agreement shall vest with the Recipient in accordance with the requirements of 2 CFR 200.

5. Authorized Geographic Code

The Authorized Geographic Code is **935** for Basic Education funding, Higher Education funding, Economic Growth funding, and Democracy, Human Rights and Governance (DRG) funding for civic education, defined as the United States, the recipient country (the Democratic Republic of the Congo), and developing countries other than advanced developing countries, but excluding any country that is a prohibited source). The Authorized Geographic Code is **935** for Family Planning funding, defined as the United States, the Cooperating Country (the Democratic Republic of the Congo), and developing countries other than advanced developing countries, and excluding prohibited sources. USAID's rules for the source of goods other than "restricted goods," are described in ADS 312
http://www.usaid.gov/sites/default/files/documents/1876/312.pdf).

The nationality of suppliers of goods and services (other than delivery services) 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".

6. Purpose of the Award

The principal purpose of the relationship with the award recipient and under the subject activity is to transfer funds to accomplish a public purpose of Integrated Youth Development Activity which is authorized by Federal statute.

The Recipient will be responsible for ensuring the achievement of the activity's 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. Program Income

No program income is anticipated to be generated under the award(s) at this point. However, if program income generates during the implementation of the program, the Agreement Officer reserves his/her rights in determining exactly how that income will be treated and considered under the award, in line with 2 CFR 200.307. Otherwise, the following will be observed:

For U.S. Organizations, the following paragraph (e) (1) of the 2 CFR 200.307 must apply:

"(1) Deduction. Ordinarily program income must be deducted from total allowable costs to determine the net allowable costs. Program income must be used for current costs unless the Federal awarding agency authorizes otherwise. Program income that the non- Federal entity did not anticipate at the time of the Federal award must be used to reduce the Federal award and non-Federal entity contributions rather than to increase the funds committed to the project." For non-U.S. organizations, see the provision named "Program Income."

8. Special Provisions

a. PROGRAM IMPLEMENTATION FLEXIBILITY

The current political uncertainties in the DRC indicate that there is a high probability of a crisis developing in the operating environment during the life of this activity. If a crisis develops, it is imperative to use adaptive management principles to respond immediately to the crisis as well as maintain development gains achieved through activity implementation up until the crisis. USAID may direct the implementing partner to undertake additional activities that are within the parameters of this Program Description in response to unforeseen crises. Adjustments will be agreed upon through changes to annual work plans, and may require corresponding reductions in other planned activities in order to remain within the available obligated amount and budget ceiling.

b. NON-FEDERAL AUDITS

The recipient and sub-recipients must use an independent, non-Federal auditor or audit organization which meets the general standards specified in Generally Accepted Government Auditing Standards (GAGAS) to fulfill these requirements.

2 CFR 200.500 sets forth standards for obtaining consistency and uniformity among Federal agencies for the audit of non-Federal entities expending Federal awards. Sections 501 through 507 delineate the audit requirements; 508 through 512 highlight the Auditee's responsibilities with pertinent related actions; 513 through 520 outline the Federal Agencies responsibilities with related actions; and 521 the regulations on the Management Decision.

c. COLLABORATION WITH USAID MISSION STAFF

Under this award, USAID/ DRC requires the Recipient to coordinate and collaborate with the USAID Mission staff, Mission Technical offices and with all implementing partners on the ground to ensure USG funded programming is having the maximum impact possible. This collaboration can take the form of (but is not limited to) openly sharing of programmatic information through regular, timely and documented meetings, collaborating on activities that will create a multiplying effect without duplication, establishing referrals systems for beneficiaries across programs etc. This collaboration is to be documented in the work plan as well as in the PMP and you will be required to report on a quarterly basis.

d. TRAINET

The Recipient shall collect information on all participant training financed under this Cooperative Agreement, *if applicable*. This includes training data for any in-country training program or sub-program of more than 3 consecutive class days in duration, or more than 15 contact hours scheduled intermittently. This training data must be recorded using the web-based "TraiNet" reporting system. The training data must be consolidated according to training program or sub-program and must identify the following:

1. subject area of training;
2. total trainees per participant group, with gender breakdown;
3. total cost of training for each program; and
4. direct training costs (program costs, not overhead/fees).

The Recipient shall enter participant training information on a quarterly basis as part of the Quarterly Performance Report, specified in Section A.5 above. Simultaneously, the Recipient shall also submit one copy of the participant training information on a diskette or

CD directly to the Mission Program Officer. Contact the Mission Program Officer for further information about site registration and use of TrainNet.

e. ENVIRONMENTAL MONITORING & EVALUATION

1) The following details the USAID requirements in ensuring environmental soundness and compliance in design and implementation of a program, and in accordance with the **22 CFR 216**'s determination:

a) 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 (*http://www.usaid.gov/policy/ADS/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.

b) Recipient environmental compliance obligations under these regulations and procedures are specified in the following paragraphs of this Agreement:

- No activity funded under an agreement will be implemented unless an environmental threshold determination, as defined by 22 CFR 216, has been reached for that activity, as documented in a Request for Categorical Exclusion (RCE), Initial Environmental Examination (IEE), or Environmental Assessment (EA) duly signed by the Bureau Environmental Officer (BEO). Hereinafter, such documents are described as "approved Regulation 216 environmental documentation."

- In addition, the Recipient(s) must comply with host country environmental regulations unless otherwise directed in writing by USAID. In case of conflict between host country and USAID regulations, the latter shall govern.

- If USAID determined under the Initial Environmental Examination (IEE) that **Negative Determination with conditions** applies to one or more of the proposed activities, this indicates that if these are implemented subject to the specified conditions, they are expected to have no significant adverse effect on the environment. The Recipient(s) shall be responsible for implementing all IEE conditions pertaining to activities to be funded under this Agreement.

- As part of its initial Work Plan, and all Annual Work Plans thereafter, the implementing partner in collaboration with the USAID Agreement Officer's Representative (AOR) and Mission Environmental Officer (MEO) or Bureau Environmental Officer, as appropriate, shall review all ongoing and planned activities to determine if they are within the scope of the approved Regulation 216 environmental documentation.

- If the Recipient(s) plans any new activities outside the scope of the approved Regulation 216 environmental documentation, it shall prepare an amendment to the documentation for USAID review and approval. No such new activities shall be undertaken prior to receiving written USAID approval of environmental documentation amendments.

- Any ongoing activities found to be outside the scope of the approved Regulation 216 environmental documentation shall be halted until an amendment to the documentation is submitted and written approval is received from USAID.

c) Unless the approved Regulation 216 documentation contains a complete environmental **mitigation and monitoring plan** (EMMP) or a project **mitigation and monitoring** (M&M) plan, the Recipient shall prepare an EMMP or M&M Plan describing how the Recipient will, in specific terms, implement all IEE and/or EA conditions that apply to proposed project activities within the scope of the award. The EMMP or M&M Plan shall include monitoring the implementation of the conditions and their effectiveness. The EMMP should be submitted no longer than **30 days** after the work plan submission.

- Integrate an EMMP or M&M Plan into subsequent Annual Work Plans, making any necessary adjustments to activity implementation in order to minimize adverse impacts to the environment.

f. NO ASSISTANCE TO MILITARY OR PARAMILITARY

In accordance with United States law, funds provided by this Cooperative Agreement will not be used for support to any military or paramilitary force or activity including but not limited to demining.

[END OF SECTION B]

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SECTION C: ELIGIBILITY INFORMATION

1. Eligible Applicants

Qualified U.S. and non-U.S. Non-Governmental Organizations (NGOs), U.S. Private Voluntary Organizations (PVOs), and U.S. and non-U.S. for profit firms (provided they forgo profit) may participate in this funding opportunity.

Additionally, pursuant to 2 CFR 200.400(g) and 2 CFR 700.13, it is USAID policy not to award profit under assistance instruments. However, all reasonable, allowable and allocable expenses, both direct and indirect, which are related to the Agreement program and are in accordance with applicable cost standards (2 CFR 200, 2 CFR 700, Relevant OMB Circulars, and the Federal Acquisition Regulation (FAR) Part 31 for for-profit organizations), may be reimbursed under the Agreement.

Applicants must have established financial management, monitoring and evaluation, internal control systems, and policies and procedures that comply with established U.S. Government standards, laws, and regulations. The successful Applicant(s) will be subject to a responsibility determination assessment that may entail a pre-award survey, by the Agreement Officer (AO). In the instance of a pre-award survey the AO will establish a formal survey team to conduct an examination that will determine whether the prospective Recipient has the necessary organization, experience, accounting and operational controls, and technical skills – or ability to obtain them – in order to achieve the objectives of the program and comply with the terms and conditions of the award.

USAID welcomes applications from organizations which have not previously received financial assistance from USAID. Applicants are encouraged to utilize local expertise and local institutions whenever possible in implementing the program.

Applicants are limited to submit only one application in response to this NOFO.

2. Cost Sharing or Matching

USAID does not require cost sharing under this NOFO. Nonetheless, USAID recognizes that cost sharing may be an important element of the USAID-Recipient relationship. Accordingly, USAID welcomes Applicants who will pledge their own resources towards the activities for which they seek USAID funding.

If a cost share application is accepted and made part of an award, contributions must be supported by adequate documentation, be allowable under the applicable cost principles and meet the criteria set forth in 2 CFR 200.306. In-kind contributions are allowable as cost sharing in accordance with 2 CFR 200.306. Cost sharing contributions may include volunteer services provided by professional and technical personnel; valuation of donated supplies, equipment, and other property; and, use of unrecovered indirect costs.

Funds that are paid by the Federal Government through another source may not be used by an organization in cost share calculations (see 2 CFR 200.306). Cost share contributions must be reported on a periodic basis on payment forms, and USAID has the right to reduce its share of funding if the cost share reported is less than the agreed upon percentage or amount contained in the award. Grantees should be prepared to distinguish in their reporting the outputs and outcomes that result from cost share contributions versus USAID monies. If a difference remains after an award has expired, the Recipient may be required to refund the difference.

USAID does not apply its source and nationality requirements or the restricted goods provision established in the Standard Provision "USAID Eligibility Rules for Goods and Services" to cost sharing contributions. The AO may authorize the Recipient to attribute cost sharing contributions from sub-recipients to the prime award.

3. Risk Assessment

In order for an award to be made, the USAID Agreement Officer must evaluate the risks posed by applicants as outlined in 2 CFR 200.205 and ADS 303.3.9. This means that the Applicant must possess, or must have the ability to obtain, the necessary management and technical competence to conduct the proposed program, and must agree to practice mutually agreed-upon methods of accountability for funds and other assets provided or funded by USAID.
In evaluating the risks posed by Applicants, USAID uses a risk-based approach and may consider:

i) Financial stability;

ii) Quality of management systems and ability to meet the management standards prescribed in this part;

iii) History of performance. The Applicant's record in managing Federal awards, if it is a prior Recipient of Federal awards, including timeliness of compliance with applicable reporting requirements, conformance to the terms and conditions of previous Federal awards, and if applicable, the extent to which any previously awarded amounts will be expended prior to future awards;

iv) Reports and findings from audits performed under Subpart F—Audit Requirements of this part or the reports and findings of any other available audits;

v) The Applicant's ability to effectively implement statutory, regulatory, or other requirements imposed on non-Federal entities; and

vi) That the Applicant is otherwise qualified to receive an award under applicable laws and regulations (e.g., Nondiscrimination, Lobbying, Debarment/Suspension, Terrorist Financing, etc.).

In the absence of a positive risk assessment, an award can ordinarily not be made. Awards to potential new Recipients may be significantly delayed if USAID must undertake necessary pre-award reviews of these organizations to make an adequate risk assessment. These organizations should take this into account and plan their implementation dates and activities accordingly.

[END OF SECTION C]

SECTION D: APPLICATION AND SUBMISSION INFORMATION

1. Agency Point of Contact

Patrick Kollars
Supervisory Agreement Officer
USAID/DRC Office of Acquisition and Assistance
Mobil Building, 198 Avenue Isiro
Gombe–Kinshasa, Democratic Republic of the Congo
Email: pkollars@usaid.gov
Phone: +243 81 555 4552
Fax +243 81 555 3528

Questions and Answers: All questions regarding this NOFO should be submitted in writing to Malu Boyenge, Acquisition and Assistance Specialist, mboyenge@usaid.gov, copying KinshasaProposals@usaid.gov and Patrick Kollars at pkollars@usaid.gov. Questions should be submitted no later than **the date and time indicated in the cover page of this NOFO,** to provide sufficient time to address the questions and incorporate the questions and answers as an amendment to this NOFO.

Any information given to a prospective Applicant concerning this NOFO will be furnished promptly to all other prospective Applicants as an amendment to this NOFO, if that information is necessary in submitting applications or if the lack of it would be prejudicial to any other prospective Applicant.

2. Content and Form of Application Submission

The Applicant is expected to review, understand, and comply with all aspects of the NOFO.
Application Format:

- All materials and supporting documentation must be in English.
- Times New Roman, 12-point font size.
- 8.5 inch by 11 inch (210 mm by 297 mm) paper.
- Single-spaced with margins no less than one inch on each border.
- Pages should be numbered consecutively.
- Technical and cost application should be separate from each other (i.e. separate documents/files).
- Text must be submitted in compatible Microsoft Word (or PDF with Optical Character Recognition) format and budgets as text accessible, Excel spreadsheets with formulas, if any, unlocked.
  Documents containing handwritten signatures may be scanned and submitted as PDF or other compatible format.

3. **Preparation of Applications:**

Each Applicant shall furnish all the information required by this NOFO. Applications shall be submitted in two separate parts: (a) Technical Application, and (b) Cost/Business Application.

Any erasures or other changes to the application must be initiated by the person signing the application. Applications signed by an agent on behalf of the Applicant shall 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 purpose, should mark the title page with the following legend:

> *"This application includes data that shall not be disclosed outside the U.S. Government and shall not be duplicated, used, or disclosed – in whole or in part – for any purpose other than to evaluate this application. If, however, a grant 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 grant. 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* **{insert sheet numbers}** *and, mark each sheet of data it wished to restrict 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."*

Applicants should retain for their records one (1) copy of the application and all enclosures that accompany it.

4. **Application Submission Procedures**

It is the Applicant's responsibility to ensure that all necessary documentation is complete and received on time. USAID/DRC will only consider applications that are submitted on time, complete, and consistent with the submission requirements described in Section D of this NOFO.

Only electronically (by email) submitted applications will be accepted. No hard copy or fax applications will be accepted. Applications must be emailed only to: Malu Boyenge, Acquisition and Assistance Specialist, mboyenge@usaid.gov, copying KinshasaProposals@usaid.gov and Patrick Kollars at pkollars@usaid.gov. Applicants may upload applications to:
http://www.grants.gov; however, USAID bears no responsibility for data errors resulting from transmission or conversion processes associated with electronic submissions. Therefore, USAID requires that all applications be submitted electronically (e-mailed) to mboyenge@usaid.gov copying KinshasaProposals@usaid.gov and Patrick Kollars at pkollars@usaid.gov.

Applications must be submitted by the time and date indicated on the cover sheet. USAID bears no responsibility for data errors resulting from transmission or conversion processes associated with electronic submissions. Please use the Agency Point of Contact if you experience difficulty with submission.

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 Business Application, Part 1 of 2".

Our preference is that the technical application and the cost/business 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 if instructions are unclear. All applications received by the submission deadline will be reviewed for responsiveness to the NOFO 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 and file name 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.

5. Technical Application Format

The technical application will be the most important factor for consideration in selection for award of the proposed cooperative agreement. The technical application should be specific, complete, and concise. The application should demonstrate the Applicant’s capabilities and expertise with respect to achieving the goals of this activity. The application should take into account the requirements of the activity and merit criteria found in this NOFO.

The page length of the technical application must not exceed **25 pages**. Pages exceeding these limits will not be evaluated. Cover page, table of contents, acronym list, executive summaries (in English and French), dividers, and annexes are not subject to the page limitation. USAID encourages the Applicant to be as concise as possible and to provide only relevant information in the application.

All copies of the application must bear original signatures on the face page. This includes any pieces that may be submitted separately by third parties (e.g., references or letters confirming commitments from third parties that will be contributing a portion of any required cost sharing and/or the program implementation).
The technical application shall include the following sections:

a. **<u>Cover Page</u> (*not included in the page limit*)**
- NOFO number
- Activity title
- Name of organization(s) submitting the application
- Name and title of contact person within the organization(s)
- Email address
- Telephone and fax numbers
- Postal and physical addresses
- Signatures of person(s) submitting the application
- Applicants should also state clearly whether the identified contact person has the authority to negotiate on behalf of the Applicant, or, if not, the contact information for the appropriate person with the authority to negotiate.

b. **<u>Table of Contents</u> (*not included in the page limit*)**

c. **<u>Acronym List</u> (*not included in the page limit*)**

d. **<u>Executive Summaries in English and French</u> (*not included in the page limit*)**
- Briefly describe the program, including goal(s), purpose(s), target beneficiaries, anticipated results and outcomes;
- Briefly describe the relationship and/or coordination of the proposed parties involved with implementation of the program.

e. **<u>Technical Approach</u>**

This section should include information sufficient to evaluate the application under the Technical Approach criterion set forth in Section V below. It should be specific, complete and presented concisely. The Applicant should address the theory of change and describe its approach to achieve the Integrated Youth Development Activity goal and three Intermediate Results (IR 1, IR 2, IR 3) using the cross-cutting principles detailed in the NOFO. The narrative may combine and present the approach to achieve each IR and cross-cutting element in any manner the Applicant deems logical.

The Applicant should describe how the interventions will be implemented as part of an integrated effort while demonstrating a deep understanding of the unique complexities and demographic, geographic, socio-economic, and political characteristics (including political interests and sensitivities, and specific market realities and opportunities) of North and South Kivu, as well as their different youth segments. The application should reflect realistic geographic and participant targeting, including a sound understanding of and appropriate response to the gender issues in eastern DRC, especially as they relate to youth development, education, and economic opportunity. The Applicant should describe how best to meet the Activity goal and intermediate results while considering the costs and risks of targeting various youth segments, including those considered vulnerable.

In addition, the Applicant's approach should demonstrate the likelihood of success by including: 1) the use of concrete and practical PYD approaches across all dimensions of the activity, including specifically those that have shown promise in international development and conflict-affected environments; 2) interventions that lead to local ownership and sustainability of key aspects of the approach; 3) descriptions of the elements of successful community service models or youth service corps models that the Applicant may implement, and 4) when appropriate, the use of cost-effective, appropriate, and scalable uses of technology that are particularly relevant to the target youth participants and those useful in making linkages with the private sector.

The application should delineate how the specific funding types that have been included in this NOFO will be used to achieve the activity goal and results, and indicate the financial and in-kind support that the Applicant intends to leverage for this activity. The application must reflect USAID parameters for programming of Basic Education funds by focusing Basic Education resources on Goal 3 of the USAID Education Strategy, which aims to increase access to basic education in environments affected by crisis or conflict. Basic Education resources may be used for IR 1 and IR 2 of the Integrated Youth Development Activity Results; Framework, however may not be used for IR3 or vocational/technical education.

f. <u>**Program Description**</u>

This section should include the applicant's Program Description that is in line with its technical application. This will be included in the award as **SECTION B - PROGRAM DESCRIPTION. (*not included in the page limit*).**

g. <u>**Management Approach**</u>

This section should include information sufficient to properly evaluate the application under the Management Approach criterion set forth in Section V below. The Applicant should describe its plan to implement and manage the proposed activities, by including the following:

- The <u>overall approach to managing the activity</u> that is flexible, adaptable, and responsive in facing changing environmental conditions and opportunities over the period of performance. Flexibility and adaptability relate to the ability to make decisions and activity adjustments in the short, medium, and long-term, as well as course corrections when opportunities, issues, insecurity, or conflict arise. Outlining a security plan and anticipating a rapid response mechanism will help the successful Applicant respond quickly to changing situations. Responsiveness ensures that the activity continually assesses whether the timing, selected approach, participants, location, and any components therein are still appropriate, effective, and achieving the expected goal and results over the period of performance.

  To demonstrate an adaptive management approach for this activity, the Applicant should show the likelihood of the management structure to achieve project results, including the respective roles of the lead organization and its sub-recipients and partners, processes for reporting and accountability, and lines of communication. This section should include information about its demonstrated ability to quickly start-up activities in complex environments, and details about maintaining a strong and sustained field presence, including offices and project managers based in eastern DRC to ensure access to communities where activities are being implemented.

- The teaming description should include the roles and responsibilities of each sub-recipient and/or partner including the lines of authority and communication to show efficiency and the best use of the technical expertise and strengths of each partner. It should also include how the different partners will work together and build on results of each other's activities. As noted in the sections above, this activity is intended to support local youth-serving and/or youth-led organizations and stakeholders, so the Applicant is encouraged to craft its teaming arrangements to best serve its activity design, which can include a range of kinds of partners including local and community-based organizations. Note that USAID/DRC does not encourage exclusive teaming agreements with local or public international organizations.

h. Staffing Plan and Personnel

This section should include information sufficient to properly evaluate the application under the Staffing Plan and Personnel criterion set forth in Section V below. The plan should demonstrate an appropriate balance of skills, expertise, and efficiency and explain how the staffing plan will result in successful implementation of the proposed technical approach and accomplish the outcomes, results, and goal of the activity. It should also address the capacity and skill mix of personnel, including key personnel, to reflect PYD, gender inclusivity and inclusion principles. Applicants will provide an Organizational Chart and Staffing Plan as Annex 3.

Applicants may propose up to three Key Personnel, which will include a Chief of Party (COP) and a Deputy Chief of Party (DCOP). The Applicant may choose to define up to one additional Key Personnel position. Applicants should include a brief description of the technical background and qualifications of each proposed Key Personnel in this section.

The COP must have:

- At least ten years of experience in the design and implementation of international development projects;
- At least five years of senior-level project management experience in conflict-affected environments, experience in eastern DRC preferred;
- Adequate experience to oversee the administrative, contracting, financial and logistical aspects of the goals and objectives as described in the application.
- Post-graduate degree in relevant fields such as international development, education, economics, or business;
- Excellent interpersonal and leadership skills, including the ability to build and manage cooperative high-level relationships and motivate subordinates;
- Experience working with vulnerable groups, i.e. inclusive program experience;
- Experience with achieving gender equity in programming;
- Proficient oral and written skills in English and French.

The DCOP must have:

- At least seven years of experience in the design, implementation, and/or evaluation of international development projects;

- Demonstrated technical experience and proficiency in integrated youth development, education and/or employment programs for vulnerable or at-risk youth populations;
- Demonstrated technical expertise in the areas of accelerated learning and/or access to basic education for out-of-school youth, or youth employment, micro-enterprise, and market development;
- Demonstrated experience with international donor organization's monitoring and evaluation systems;
- A graduate degree (or foreign equivalent) in relevant fields such as international development, education, economics, or business, or a bachelor's degree and five years' experience in addition to the required minimum;
- Proficient oral and written skills in English and French.

The Key Personnel may consist of both expatriate and local staff, and should consider principles of inclusion and Positive Youth Development. CVs and references should be included for each proposed Key Personnel in Annex 4. CVs will not be accepted for non-Key Personnel; however, Applicants may elect to provide abbreviated tables of other proposed short and long-term candidates, including their qualifications to achieve project objectives, within the 25-page limit. Note that USAID/DRC does not encourage restrictive teaming agreements with local personnel who are not Key Personnel for this application.

i. **Past Performance**

This section should include information sufficient to properly evaluate the application under the past performance criterion set forth in Section V below. Specifically, the Applicant should discuss its capability and experience, and also that of any major sub-recipients, their relevant capabilities and experience in implementing activities involving the program areas set forth in the Program Description, as well as experience in managing activities of similar size and complexity and in working with and collaborating with external partners.

j. **Annexes** (*not included in the page limit*)

Annexes must include and are limited to ONLY the following:

Annex 1 - Illustrative Year 1 Implementation Plan

An illustrative Year 1 Implementation Plan should be included as Annex 1. The plan should be consistent with the Applicant's technical approach, and clearly indicate the outcome of each intervention, including clearly articulated start up tasks, major interventions, resource requirements, and expected results for the first year. The illustrative Year 1 Implementation Plan should include, at a minimum:

- A systematic presentation (i.e., Gantt chart) of activities to be accomplished under the different components and sub-components, on a monthly basis;
- The proposed location of the activity;
- Beneficiary selection;

- The anticipated outputs and outcomes from each activity conducted;
- The anticipated level of effort required from program staff and financial resources required to complete the tasks in the form of a budgetary forecast;
- The identification of any assumptions used in preparing the implementation plan, as well as suggested alternatives if necessary;
- The anticipated risks with regard to achieving the anticipated objectives of the program and how they will be mitigated; and
- Any specific award terms or conditions that interfere with maximizing the developmental impact of the award.

The illustrative Year 1 Implementation Plan should include a notional (quarterly) outline for subsequent years that reflects phasing in and timing of major tasks and activities. The Applicant should include how they will build on the success of previous activities as well as coordinate or leverage other partners' interventions, in particular the USAID-funded activities noted as priorities in Section 4.2.1 of the Program Description.

Annex 2 - Illustrative Activity Monitoring, Evaluation, and Learning Plan (AMELP)

An illustrative Activity Monitoring, Evaluation, and Learning Plan should be included as Annex 2. The AMELP should describe the planned monitoring approach, including a results framework that reflects the objectives described in the Program Description, an indicator table with output, outcome, and impact indicators that will be used to assess progress toward the Activity goal and intermediate results, and a methodology for data collection and quality assurance. The Applicant may propose illustrative indicators, keeping in mind the resources needed to collect data for them. Ideally, the package of indicators should be designed to measure outputs and outcomes, and should together answer to Mission reporting needs and give a holistic view of the accomplishments of the activity. The Applicant should also include a learning agenda that ensures that learning, innovations, and performance information are continuously sought and used.

Annex 3 - Organizational Chart and Staffing Plan

An organizational chart and staffing plan should be included as Annex 3. The Applicant shall present, through the organizational chart, the proposed program management structure. The staffing plan should be consistent with the Applicant's technical approach, and sufficient for management of the technical components proposed in the Application.

Annex 4: Key Personnel CVs, Letters of Commitment, and References

For each Key Personnel proposed, Applicants should include: (1) a CVs or resume (not to exceed three pages in length, and including professional experience in chronological order starting with most recent experience); (2) a signed Letter of Commitment indicating (a) his/her availability to serve in the stated position, in terms of days after award, (b) intention to serve for a stated term of the service, (c) agreement to the compensation levels which correspond to the levels set forth in the cost application; and (3) a minimum of three references of professional contacts within the last five years, with complete current contact information, including email addresses and telephone numbers.

Annex 5 - Relevant Past Performance Information

The Applicant shall provide detailed past performance information, which should include up to three relevant Awards (Contracts, Grants and Cooperative Agreements) performed within the last five years that are similar in size, scope and expected results to what is contained in the Program Description. The same information shall be provided for every partner organization that would represent 25% or more of the total proposed project cost. At a minimum, the list should include, for each referenced Award:

Past Performance Information (PPI) (To be completed by the Applicant)
1. Name and Address of Awarding Organization or Agency:
2. Award Number:
3. Type of Award:
4. Complexity of Work: ___________Difficult ___________Routine
5. Description, location, and relevancy of work:
6. Dollar Value of Work :
7. Date of Award: Award Completion Date (including extensions): _____
8. Status: ___________Active ___________Completed
9. Type and Extent of Subawards:
10. Name, Address, Telephone Number, and E-mail Address of the Awarding Contracting/Agreement Officer and/or the Contracting/Agreement Officer's Representative:
11. Names of at least two (2) updated professional contacts who most directly observed the work at the organization for which the service was performed with complete current contact information:
12. If the Applicant encountered problems on any of the referenced awards, they may provide a short explanation and the corrective action taken. Applicant shall not provide general information on their performance.

Annex 6 - Conflict Sensitivity/Do No Harm Analysis. The Applicant should describe the methodology for ensuring a Conflict Sensitive, Do No Harm approach is used, and that opportunities to promote peacebuilding are identified.

Annex 7 - Gender Analysis. The Applicant 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.

Annex 8 - Geographic Maps
To illustrate the proposed geographic scope or other key elements of the proposed Technical Approach, the Applicant may choose to include geographic maps as Annex 8.

6. Cost/Business Application Format

USAID/DRC will perform an extensive cost and business analysis for the apparently successful Applicant(s). Therefore, the budget information required from the apparently successful Applicant should be in enough detail for USAID to determine whether the proposed costs for the Applicant's program are allocable, allowable and reasonable. The cost/business application is to be submitted under a separate cover from the technical application and the applicant is to use the attached mandatory budget template.

It is the Applicant's responsibility to ensure that all necessary documentation is complete and received on time.

It is USAID policy not to burden Applicants with undue reporting requirements, so Applicants should limit their submission with the information that is readily available through other sources for certain of the documents that are required to be submitted by Applicants in order for the Agreement Officer to make a determination of responsibility.

There is no page limit on the cost/business application. However, unnecessarily elaborate brochures or other presentations beyond those sufficient to present a complete and effective application in response to this NOFO is not desired. Elaborate artwork and expensive visual or other presentation aids are neither necessary nor wanted.

The following sections describe the documentation that the Applicants must submit to USAID prior to award. While there is no page limit for the cost/business application, Applicants are encouraged to be as concise as possible, but to provide the necessary details to address the following.

a. Budget Narrative and Justification

The Cost/Business application should include a detailed budget narrative and justification that describes the total amount for implementation of the proposed activity, as well as the financial and in-kind support that the Applicant intends to leverage for this activity. Please see the attached mandatory budget template to be submitted by the Applicant. The budget narrative should provide information regarding the basis of estimate for each line item, including reference to sources used to substantiate the cost estimate (e.g. the organization's relevant policies, payroll documents, vendor quotes, *etc*.). The budget narrative will be used to determine the cost allowability, reasonableness and realism, therefore the applicant must include the basic cost elements used to reach all proposed costs in sufficient details to allow for fair cost analysis of their cost application.

The Integrated Youth Development Activity Results Framework provides the funding sources and levels anticipated for the Intermediate Result for which they must be programmed. Applicants do not have discretion to allocate budgeted resources between the Intermediate Results described in Section A. The Applicant should present a Cost/Business Application that delineates how specific funding sources will contribute to each Intermediate Result. 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.

b. **SF-424 and SF-424A Forms**

The Applicant must sign and submit the SF-424 and SF-424A standard forms. These forms can be accessed electronically at http://apply07.grants.gov/apply/FormLinks?family=15.

c. **Detailed Budget**

In addition to the budget narrative and justification, Applicants must submit a detailed budget for each activity year that includes the budget categories shown on the SF-424A Form and is attached as the mandatory budget template (Attachment 1). The budget should be presented in Microsoft Excel format and should provide in detail the total costs for implementation of the activity. The *Mandatory Detailed Budget Template* to be used is as attached to this NOFO.

Applicants must provide a breakdown of all costs associated with the activity according to the costs of, if applicable, headquarters, regional, and country offices.

d. **Funds tracking**

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 (DRG) funding for civic education, citizen participation and public accountability. The apparent winner will be requested to provide a detailed budget based on these categories.

e. **Local Staffing Costs**

Below is a table representing the different professional levels and the corresponding pay range for the USAID Mission in the DRC. This table is provided as guidance to the prospective Applicants on what may be considered a reasonable cost for their local staffing:

Category	Professional Level	Basic Salary		Allowances	
		Min	Max	Min	Max
Senior Professional	**12**	$56,712	$87,907	$24,643	$35,452
Mid-Level Professional	**11**	$40,983	$63,525	$19,570	$27,639
Senior Office Manager	**10**	$32,430	$50,280	$16,876	$23,395
Mid-Level Office Manager	**9**	$25,144	$38,965	$10,563	$15,400
Senior Assistant	**7-8**	$16,810	$28,555	$8,117	$11,930
Junior Assistant	**5-6**	$13,034	$22,062	$7,110	$9,883
Reproduction Clerk/Junior Clerk/Driver	**3-4**	$10,771	$18,209	$6,308	$8,667
Attendant/ Runner/Gardner /Janitor	**1-2**	$9,077	$15,322	$5,857	$7,756

f. **Contractors and/or Sub-awardees**

Applicants who intend to rely on partner organizations, contractors or sub-awardees must indicate the extent intended and a complete cost breakdown. Extensive contracts/agreement financial plans should follow the same cost format as submitted by the primary Applicant.

The Applicant should provide a breakdown of all costs according to each major partner organization, contract or sub-awardee.

Pursuant to 2 CFR 200, “contract” means a legal instrument by which the Applicant purchases property or services needed to carry out the project or program under a resulting award. The term does not include a legal instrument when the substance of the transaction meets the definition of a Federal award or sub-award (see § 200.92 Sub-award), even if the Applicant considers it a contract. The Applicant must describe the work to be performed, the risk borne by the contractor, the contractor's investment, the amount of subcontracting proposed by the contractor, and the quality of its record of past performance for similar work. For-profit contract organizations that work under the award and do not meet the above definition of a sub-awardee are eligible for profit/fee.

If the Applicant has established a consortium or another legal relationship among its partners, the cost/business application must include a copy of the legal relationship between the parties. The agreement should include a full discussion of the relationship between the Applicant and sub-Applicant(s), including identification of the Applicant with whom USAID will work 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 severely liable for the acts or omissions of the other.

g. **Negotiated Indirect Cost Rate Agreement (NICRA)**

The Applicant must submit a NICRA if the organization has such an agreement with an agency or department of the U.S. Government. If no NICRA is in effect, the Applicant should submit both of the following:

- Reviewed financial statements that provide the user with comfort that, based on the accountant’s review, the accountant is not aware of any material modifications that should be made to the financial statements for the statements to be in conformity with the applicable financial reporting framework. During a review engagement, the accountant obtains limited assurance that there are no material modifications that should be made to the financial statements. Therefore, the objective of a review of the financial statements is to obtain limited assurance that there are no material modifications that should be made to the financial statements. A review does not contemplate obtaining an understanding of the entity’s internal control; assessing fraud risk; testing accounting records; or other procedures ordinarily performed in an audit. The certified public accountant issues a report stating the review was performed in accordance with Statements on Standards for Accounting and Review Services; that management is responsible for the preparation and fair presentation of the financial statements in accordance with the applicable financial reporting framework and for designing, implementing and maintaining internal control relevant to the preparation.

  Audited financial statements that provide the user with the auditor’s opinion that the financial statements are presented fairly, in all material respects, in conformity with the applicable financial reporting framework. In an audit, the auditor is required by auditing standards generally accepted in the United States of America (GAAS) to obtain an understanding of the entity's internal control and assess fraud risk. The auditor also corroborates the amounts and disclosures included in the financial statements by obtaining audit evidence through inquiry, physical inspection, observation, third-party confirmations, examination, analytical procedures and other procedures. The auditor issues a report that states that the audit was conducted in accordance with GAAS, the financial statements are the responsibility of management, provides an opinion that the financial statements present fairly in all material respects the financial position of the company and the results of operations are in conformity with the applicable financial reporting framework (or issues a qualified opinion if the financial statements are not in conformity with the applicable financial reporting framework. The auditor may also issue a disclaimer of opinion or an adverse opinion if appropriate).The Application should <u>not</u> include compiled financial statements. Compiled financial statements are not accepted because the accountant does not obtain or provide any assurance that there are no material modifications that should be made to the financial statements. That is, USAID/DRC has no assurance that the organization is misrepresenting its costs on compiled financial statements, which puts the Agency at risk.

h. **The Cost/Business Application Should Contain the Budget Categories as Shown on the SF-424A Form:**

Direct Labor: Direct salaries, wages and annual increases for all personnel proposed under the application shall be in accordance with the Applicant's established personnel policies. To be considered adequate, the policies must be in writing, applicable to all employees of the organization, is subject to review and approval at a high enough organizational level to assure its uniform enforcement, and result in costs which are reasonable and allowable in accordance with applicable cost principles. The narrative should include a level of effort analysis specifying personnel, rate of compensation, and amount of time proposed. Anticipated salary increases during the period of the agreement should be included. The Applicant must separate expatriate and Cooperating Country National (CCN) labor categories for short/long-term and administrative staff. Please specify positions for which personnel are not yet identified as "To be Determined "TBD".

Allowances must be broken down by specific type and by person and must be in accordance with the Applicant's established policies.

Fringe Benefits: Fringe benefits should be based on the Applicant's audited fringe benefit rate, supported by a Negotiated Indirect Cost Rate Agreement (NICRA) or historical cost data. If the latter is used, the budget narrative should include a detailed breakdown comprised of all items of fringe benefits (e.g. unemployment insurance, workers compensation, health and life insurance, retirement, FICA, etc.) and the costs of each, expressed in dollars and as a percentage of salaries.

Consultants: Costs of consultants must be broken down by person in years, months, days, or hours. Information sufficient to determine the reasonableness of the cost of each specific Consultant expected to be hired must be included. The same level of information required for the Applicant's personnel must be provided for all consultants.

Travel and Per Diem: The narrative should indicate number of trips, domestic and international, and the estimated unit cost of each travel in accordance with the Technical Application. Proposed per diem rates must be in accordance with the Applicant's established policies and practices that are uniformly applied to federally-financed and other activities of the Applicant.

Other Direct Costs: This could include any miscellaneous costs such as office rent and utilities, communications, transportations, vehicles, supplies, equipment, public outreach, audits, report preparation costs, passports, visas, medical exams and inoculations, insurance (other than the Applicant's normal coverage), marking & branding costs, environmental compliance costs (if applicable), etc. The narrative, or supporting schedule, should provide a complete breakdown and support for each item of other direct costs. (NOTE: Equipment is defined as tangible nonexpendable personal property including exempt property charged directly to the award having a useful life of more than one year and an acquisition cost of $5,000 or more per unit, unless the Applicant's established policy establishes nonexpendable equipment anticipated to be required to implement the program, specifying quantities and unit cost).

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.

i. **Assurances, Certifications and Representations, Evidence of Responsibility, and Certificate of Compliance**

The cost/business application should include:

- <u>Required Assurances, Certifications, and Representations</u>: Apart from the certifications included in the Standard Form 424, any U.S. and/or non-U.S. organizations submitting applications in response to this NOFO must provide the Agreement Officer with the "Certifications, Assurances, and Other Statements of the Recipient and Solicitation Standard Provision." The signed and dated printout must then be submitted with the application *as an annex* to the Cost/Business Application. Original signed hardcopy of the certifications will be requested from the successful Applicant prior to the agreement award. Please see: https://www.usaid.gov/sites/default/files/documents/1868/303mav.pdf

- <u>Evidence of Responsibility</u>: The Agreement Officer requires sufficient evidence to determine that the Applicant:
  - Has adequate financial resources or the ability to obtain such resources as

required during the performance of the award;
- Has the ability to comply with the award conditions, taking into account all existing and currently prospective commitments of the Applicant;
- Has a satisfactory record of performance. Past relevant unsatisfactory performance is ordinarily sufficient to justify a finding of non-responsibility, unless there is clear evidence of subsequent satisfactory performance;
- Has a satisfactory record of integrity and business ethics;
- Is otherwise qualified and eligible to receive a Cooperative Agreement under applicable laws and regulations (e.g. Equal Employment Opportunity).

- Certificate of Compliance: Please submit a copy of your Certificate of Compliance if your organization's systems have been certified by USAID/Washington's Office of Acquisition and Assistance (M/OAA).

- Organizational Information: Applicants are also required to provide the following organizational information (If applicable):
  - Type of Organization;
  - The name and title of individuals authorized to sign the Cooperative Agreement;
  - Taxpayer Identification Number (TIN), if applicable;
  - System for Award Management (SAM) registration status;
  - Data Universal Numbering System (DUNS) Number;
  - Letter of Credit (LOC) Number, if applicable; and
  - Estimated costs of communications products that are anticipated under the Cooperative Agreement.

j. **Unique Entity Identifier and System for Award Management (SAM)**

USAID may not provide an award to an Applicant until the Applicant has complied with all applicable unique entity identifier and SAM requirements, and 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.

To comply with Dun and Bradstreet and SAM.gov requirements, the Applicant must:
- Be registered in SAM before submitting its application. SAM is streamlining processes, eliminating the need to enter the same data multiple times, and consolidating hosting to make the process of doing business with the government more efficient.
- Provide a valid unique entity identifier in its application.
- Continue to maintain an active SAM registration with current information at all times during which it has an active Federal award or an application or plan under consideration by a Federal awarding agency.

k. **Potential Request for Additional Documentation**

Upon consideration of award or during the negotiations leading to an award, Applicants may be required to submit additional documentation deemed necessary for the Agreement Officer to make an affirmative 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. Applicants should <u>not</u> submit the information below with their applications. The information below is provided so that Applicants may become familiar with additional documentation that may be requested by the Agreement Officer.

The information submitted should substantiate:

- By-laws, constitution, and articles of incorporation, if applicable.
- Whether the organizational travel, procurement, financial management, accounting manual and personnel policies and procedures, especially regarding salary, promotion, leave, differentials, etc., submitted under this section have been reviewed and approved by any agency of the Federal Government, and if so, provide the name, address, and phone number of the cognizant reviewing official. The Applicant should provide copies of the same.
- The Branding Strategy and Marking Plan should not be submitted at this time. The Agreement Officer will ask only the apparently successful Applicant(s) to provide this.

7. **<u>Funding Restrictions</u>**

No reimbursement of pre-award costs is allowable under this funding opportunity unless otherwise authorized by the Agreement Officer by issuance of a pre-award expenses letter. In line with 2 CFR 200.209 and 200.458 Pre-award costs states: "Pre-award costs are those incurred prior to the effective date of the Federal award directly pursuant to the negotiation and in anticipation of the Federal award where such costs are necessary for efficient and timely performance of the scope of work. Such costs are allowable only to the extent that they would have been allowable if incurred after the date of the Federal award and only with the written approval of the Federal awarding agency."

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 applicable cost principle under 2 CFR 200 Subpart E. of the Uniform Administrative Requirements may be paid under the anticipated award.

[END OF SECTION D]

SECTION E: APPLICATION REVIEW INFORMATION

1. Selection Criteria

Applications will be evaluated in accordance with the Technical Evaluation Criteria set forth below. Thereafter, the cost application of all Applicants submitting a responsive application will be separately evaluated for reasonableness, allowability, and allocability. While technical criteria are paramount, cost considerations may also be a factor for award.

The Technical Applications will be screened by a Technical Evaluation Panel, and the Agreement Officer will make the final decision on the award. Following the review of the applications, a letter will be sent to all Applicants detailing the outcome of the review. USAID reserves the right to determine the final funding level of the resultant award, which will be determined in part by the availability of funds.

2. Review and Selection Process

Applications will be reviewed to ensure they have met all the required elements as set forth in Section D to be determined by the Agreement Officer to be responsive to the NOFO. The application must be directly responsive to the terms, conditions, guidelines and provisions of this NOFO to be assured for consideration. Applications not conforming to this NOFO may be categorized as not meeting the minimum requirements of the Government, thereby eliminating them from further consideration.

a. Merit Review

USAID will conduct a merit review of all applications received that comply with the instructions and meet the eligibility requirements of this NOFO. Responsive applications will be reviewed and evaluated in accordance with the following criteria shown in descending order of importance.

Technical Approach (Maximum = 60 points)

The Technical Approach will be evaluated in terms of overall quality, including the extent to which the approach responds to the Results Framework with a set of coherent and mutually reinforcing activities with strong likelihood to achieve planned outcomes, intended results, and overall goal of the program.

This includes the following considerations:

- The extent to which the technical approach reflects a deep understanding of the range of characteristics and dynamics in the target geographic areas proposed, and operationalizes the Program Description cross-cutting principles;

- The extent to which the technical approach responds to the Results Framework with integrated, cross-sector activities and a coherent technical approach that can feasibly accomplish planned outcomes, intermediate results, and the overall goal;

- The extent to which the technical approach includes local solutions and partnerships to support youth employment and livelihoods, and is ambitious but realistic in proposing strategies for promoting sustainability of the technical approach.

Management Approach (20 points)

The Management Approach will be evaluated for its overall quality, including how it underpins the technical approach so that this activity has the best likelihood of achieving intended results.

This includes the following considerations:

- The extent to which the management approach reflects understanding of the context and particularities of operating in eastern DRC, employs a flexible and adaptive management approach, and supports teaming, coordination and partnerships to maximize impact and sustainability of the program.

- The extent to which the illustrative Activity Monitoring, Evaluation and Learning Plan includes a set of performance indicators sufficient to monitor progress toward the Integrated Youth Development Activity goal and intermediate results, a system for collecting and assuring the quality of data, and a learning agenda that facilitates information flow and contributes to the body of evidence on PYD, youth resilience, and other key elements of the program.

Staff Plan and Personnel (10 points)

The Staffing Plan and Personnel section will be evaluated for the adequacy of the qualifications of Key Personnel in meeting the requirements of section IV and V, and whether the proposed personnel are likely to successfully manage the technical and the administrative aspects of the activity in order to achieve the outcomes. The Staffing Plan will be evaluated on its effectiveness and efficiency to balance skills and capacity to support successful implementation of proposed technical approach to achieve the outcomes. The plan will also be evaluated on the extent to which the selection of staff reflects PYD, conflict-affected settings, gender inclusivity and inclusion principles.

Past Performance (10 Points)

Past Performance will be evaluated on the existing capacity of the Applicant and its major sub-recipients as demonstrated by its actual experience in implementing similar programs and activities. A major subrecipient is defined as any partner that receives 25% or more of total project funds.

Specifically, experience in the following areas will be considered:
- Managing a project of similar size, complexity and technical nature;
- Achieving tangible educational and employment outcomes in complex, conflict-affected environments experiencing uncertainty and dynamism; and,

- Facilitating effective partnerships with the private sector for engaging youth.

USAID must validate the apparent successful Applicant’s past performance reference information. All Applicants will be subject to a past performance review for demonstrated successful past performance in previous and/or existing projects. USAID may contact references other than those provided in the application.

USAID may use the Contractor Performance Assessment Reporting System (CPARS) and the Past Performance Information Retrieval System (PPIRS) if there is information available on the recipient in these systems, taking into account the differences between performance under acquisition and performance under assistance.

An Applicant’s performance will not be evaluated favorably or unfavorably when:

(1) The Applicant lacks relevant performance history,
(2) Information on performance is not available, or
(3) The Applicant is a member of a class of Applicants where there is provision not to rate the class against a sub factor.

When this occurs, an Applicant lacking relevant performance history is assigned a "neutral" rating and will not be evaluated favorably or unfavorably on performance. Prior to assigning a "neutral" past performance rating, the Agreement Officer may take into account a broad range of information related to an applicant's performance.

Applicants are reminded that the U.S. Government is not obligated to make an award on the basis of lowest proposed cost or to the Applicant with the highest technical evaluation score.

b. Cost Evaluation

While cost is less important than technical factors and is not weighted, the cost applications of the apparently successful technical applications will be evaluated for cost effectiveness. Other key considerations during the cost evaluation include cost effectiveness, the completeness of the application, adequacy of budget detail, and consistency with elements of the technical application. In addition, the organization must demonstrate adequate financial management capability in order to be measured for a responsibility determination.

The application with the lowest estimated cost may not be selected if award to a higher priced technical application offers a greater overall benefit for the activity. All evaluation factors other than cost or price, when combined, are significantly more important than cost. However, the estimated cost to the U.S. Government increases in importance as competing applications approach equivalence and may become the deciding factor when technical applications are approximately equivalent in merit.

Cost estimates will be analyzed as part of the application evaluation process. Proposed costs may be adjusted for purposes of evaluation, based on results of the cost analysis and its assessment of reasonableness, completeness, and credibility.

Cost sharing is suggested, but not required under this NOFO, thus will not be evaluated. The Applicant should account for any cost sharing in its application. Leveraged non-USAID resources from private firms and institutions, direct funding, beneficiary contributions, in-kind assistance, or a combination thereof may be considered part of cost share. USAID shall make the final determination and assess whether or not the Applicant’s cost share contributions (e.g. categories or items) meet the standards set in 2 CFR 200.

[END OF SECTION E]

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SECTION F: FEDERAL AWARD ADMINISTRATION INFORMATION

1. Federal Award Notices

The successful Applicant(s) will receive a notice of award signed by the Agreement Officer as the authorizing document.

Award of the agreement contemplated by this NOFO cannot be made until funds have been appropriated, allocated and committed through internal USAID procedures. While USAID anticipates that these procedures will be successfully completed, potential Applicants are hereby notified of these requirements and conditions for the award. The Agreement Officer is the only individual who may legally commit the Government to the expenditure of public funds. No costs chargeable to the proposed agreement may be incurred before receipt of either a fully executed agreement or a specific, written authorization from the Agreement Officer.

2. Administrative & National Policy Requirements

a. Pursuant to the Foreign Assistance Act of 1961, as amended (FAA), the United States Government (USG), as represented by the U.S. Agency for International Development (USAID), Mission to the Democratic Republic of Congo, seeks to support or stimulate the activities described above, and requests applications from eligible organizations (see Section C of this NOFO). The prime award resulting from this NOFO will be administered in accordance with the following:

- 2 CFR 200 UNIFORM ADMINISTRATIVE REQUIREMENTS, COST PRINCIPLES, AND AUDIT REQUIREMENTS FOR FEDERAL AWARDS. 2 CFR 200
- 2 CFR 700 (USAID'S implementation of 2 CFR 200). 2 CFR 700
- Chapter 303 of USAID's Automated Directives System (ADS-303). ADS Chapter 303
- USAID Mandatory and Required-as-Applicable Standard Provisions for U.S. or Non- US Non-Governmental Organizations. See the following links: Standard Provisions for US Non-Governmental Organizations; Standard Provisions for Non-US Non-Governmental Organizations; and
- For Global Health, Family Planning funding: PROTECTING LIFE IN GLOBAL HEALTH ASSISTANCE (MAY 2017) (See Section 7 below).

b. The Agreement Officer is the only individual who may legally commit the Government to the expenditure of public funds and 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.

c. No costs chargeable to the proposed Agreement may be incurred before receipt of either a fully executed Agreement or a specific written authorization from the Agreement Officer.

The applicable standard provisions will be attached to the final award document.

3. Reporting Requirements.

Pursuant to 2 CFR 200.327: "Unless otherwise approved by OMB, the Federal awarding agency may solicit only the standard, OMB-approved government-wide data elements for collection of financial information (at time of publication the Federal Financial Report or such future collections as may be approved by OMB and listed on the OMB Web site).

This information must be collected with the frequency required by the terms and conditions of the Federal award, but no less frequently than annually nor more frequently than quarterly except in unusual circumstances, for example where more frequent reporting is necessary for the effective monitoring of the Federal award or could significantly affect program outcomes, and preferably in coordination with performance reporting."

i. Financial Reporting:

Financial reports will be due on a quarterly basis and will include budget versus the actual expenditures, along with a brief analysis of any variance. 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.

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 425 form and instructions are available on GRANTS.GOV website.

c. As part of their Quarterly Performance Reports (see 3. Reporting Requirements Performance Reporting (c) Quarterly and Annual Reports (12)), the recipient(s) must submit, as an Annex, a Quarterly Financial Report that includes actual expenditures through that quarter, as well as projected expenditures for the coming quarter(s) of the Fiscal Year.

d. The Recipient must plan activities and report on spending based on the main activities identified in the Award Budget and according to the requirements of the following specific and multiple funding sources:

1. Basic Education
2. Higher Eduation
3. Economic Growth
4. Family Planning
5. Democracy, Human Rights and Governance

Guidance will be provided by the Agreement Officer Representative (AOR) to the Recipient.

ii. Performance Reporting:

The Recipient shall submit an electronic copy of the following reports in English to the Agreement Officer Representative (AOR) for approval:

a. Annual Implementation Plans and Budgets

Annual implementation plans will identify a logical sequence of steps to be undertaken to implement each program component and must include an associated timetable. The Recipient may not include activities in the annual implementation plan that fall outside the parameters of the program description. The Recipient's annual implementation plan will describe how the Recipient intends to organize the upcoming fiscal year's work including setting activity priorities and how the Recipient will organize responsibilities amongst Recipient staff to ensure accomplishment of the tasks. The annual implementation plan should include a notional (quarterly) outline for subsequent years that reflects phasing in and timing of major tasks and activities. The Applicant should include how they will build on the success of previous activities as well as coordinate or leverage other partners' interventions, in particular the USAID-funded activities noted as priorities in Section 4.2.1 of the Program Description.

- Illustrative Year 1 Implementation Plan: An Illustrative Year 1 Implementation Plan will be submitted as an annex to the Technical Application. A revised Year 1 Implementation Plan is due 30 days after award. USAID will provide written comments to the Recipient after award. Should the Year 1 Implementation Plan require further revision, the Recipient will revise and submit the revised implementation plan no later than 15 days after receipt of comments. If acceptable, the USAID Agreement Officer's Representative (AOR) will provide a written approval of the final Year 1 Implementation Plan to the Recipient. Failure to have an approved annual implementation plan in place may be viewed as a failure to comply with essential terms and conditions of the award. Significant revisions to the approved implementation plan will require the additional written approval of the AOR (and may require a revision to the approved AMELP).

- The Year 1 Implementation Plan should include, at a minimum:

- A systematic presentation (i.e., Gantt chart) of activities to be accomplished under the different components and sub-components, on a monthly basis;
- The proposed location of the activity;
- Beneficiary selection;
- The anticipated outputs and outcomes from each activity conducted;
- The anticipated level of effort required from program staff and financial resources required to complete the tasks in the form of a budgetary forecast;
- The identification of any assumptions used in preparing the implementation plan, as well as suggested alternatives if necessary;
- The anticipated risks with regard to achieving the anticipated objectives of the program and how they will be mitigated; and
- Any specific award terms or conditions that interfere with maximizing the developmental impact of the award.

- <u>Annual Implementation Plans</u>: Subsequent annual implementation plans will cover each fiscal year (October 1 – September 30) and are due no later than 30 days before the beginning of each USG fiscal year (October 1), to ensure that the new annual implementation plan will be in place prior to commencement of the new fiscal year. These plans will follow the same format as the initial Year 1 Implementation Plan and should also include an updated AMELP, if appropriate. The subsequent annual implementation plan shall include program adjustments reflecting lessons learned from prior year implementation.

- <u>Monthly Schedule of Activities</u>: This aims at bringing the Mission and other stakeholders up to date on planned activities on a monthly basis. The monthly schedule of activities shall be submitted to USAID, in English and French, no later than 10 days prior to the start of the month covered by that monthly schedule.

- <u>Modifications Based on Security, Coordination, and Collaborative Learning</u>: Note that the Applicant might need to modify work plans from time to time based on coordination and collaborative learning efforts described in Section A (Activity Description) and due to changes in the security situation. These modifications shall be determined in collaboration with the AOR.

b. Activity Monitoring, Evaluation, and Learning Plan (AMELP)

- The Recipient is required to have an AMELP capable of tracking and documenting progress against activity components. The AMELP should cover the entire life cycle from the award date through the estimated completion date and may be adjusted based on any changes in planned activities. The AMELP should reflect the award progress over the life of the activity and it is considered a critical tool for planning, managing, documenting, and evaluating performance. The AMELP should be reviewed and validated annually, and revised if appropriate.

- An Illustrative AMELP will be submitted as an annex to the Technical Application. The revised AMELP is due no later than 90 days after the effective date of this award. USAID will provide written comments to the Recipient after award. Should the AMELP require further revision, the Recipient will revise and submit the revised AMELP no later than 15 days after receipt of comments. If acceptable, the USAID Agreement Officer's Representative (AOR) will provide a written approval of the final AMELP to the Recipient. Failure to have an approved AMELP in place may be viewed as a failure to comply with essential terms and conditions of the award.

- At a minimum, the finalized AMELP will include:

    1. A Program Briefer with an introduction of the program goal, theory of change, planned results, and contents of the AMELP document;
    2. A Results Framework (RF) and simplified Foreign Assistance Framework that reflect the objectives described in the award;
    3. The performance indicators that will be used to assess progress towards the Program goals and intermediate results;
    4. The methodology and plan for data collection, review, analysis, reporting and internal control system, and the parties responsible for data collection and analysis.
    5. An indicators tracking table that includes all indicators with targets for various fiscal years, sex disaggregation, and baseline data or the plan and timeline for gathering the baseline data;
    6. Performance Indicator Reference Sheets (PIRS) for all indicators;
    7. The estimated cost associated with implementing the AMELP;
    8. A Data Quality Assessment (DQA) plan and procedures;
    9. A Learning and Evaluation Plan and how the findings will be used to inform program implementation; and
    10. A description of how gender considerations will be integrated into program implementation and the monitoring and evaluation.

c. Quarterly and Annual Reports

- The Recipient will submit Quarterly Reports to USAID to reflect progress and activities of the preceding quarter. These performance reports will describe the tasks completed in the last quarter relative to what was anticipated by the approved implementation plan, and will assess overall impact to date relative to the performance indicator targets.

- The quarterly reports will highlight any issues or problems affecting the schedule or impact of services provided by the Recipient. All data and output reporting will disaggregate data according to USAID regulations, including by gender and geographic location. Quarterly performance reports will present progress on all activities and will include the following information, at a minimum:

    1. Brief outline of purpose and approach;
    2. Status of progress towards objectives (summary narrative);

3. Status of overall progress per the approved Results Framework and the indicators as defined in the AMELP, and including reasons why established targets were not met or exceeded, if appropriate;
4. Summary of completed activities and progress towards results under this award during the timeframe of the report;
5. Explanation of quantifiable outputs of the tasks, if appropriate and applicable;
6. Description of key learning and/or evaluation activities undertaken, and how they have been shared and/or incorporated into program activities;
7. Identification of problems, delays or adverse conditions that impair the ability to meet the objectives of the award, including action(s) taken or contemplated by the Recipient, and any assistance needed to resolve the situation;
8. Description of any short-term consultants' progress and observations, identifying any significant issues, and a description of follow-on activities;
9. List of key reports/deliverables completed in the reporting period (to be included as annexes to the Quarterly Report);
10. List of major activities planned for the next quarter;
11. Programed USAID approvals, waivers or deviation requests anticipated during the next quarter;
12. A Quarterly Financial Report summarizing expenditures through that quarter, and including projected financial expenditures for the quarter(s) through the end of the Fiscal Year;
13. The status of required audit processes including for sub-awardees, if applicable;
14. The use of Small and Disadvantaged Business relative to the target identified, if applicable;
15. Reporting required by USAID/DRC toward Agency key issues, indicators, and the Mission Country Development Cooperation Strategy (CDCS); and
16. Success stories and high-resolution photographs of program activities.

- There will be four Quarterly Reports due each year. The reports will be due no later than December 31, March 31, June 30, and September 30 of each year.

- USAID encourages the Recipient to provide high-resolution photographs, maps, and other graphics that can support the Agency's outreach to the U.S. Government and other stakeholders.

- The Annual Report will cover all of the items included in the quarterly reports, with a focus on results over the entire award fiscal year. The Annual Report will be used by USAID to assess the status of the activity in relation to the time remaining for performance. Each Annual Report will include an assessment as to whether the objective of the award will be accomplished within the remaining time and available resources. The Recipient must submit Annual Reports in lieu of the 4th quarterly report each year to the AOR and to the Agreement Officer. The Annual Report must be submitted no later than 30 days after the end of each fiscal year other than the last year of contract performance, when the final report will be submitted.

d. Security Plan

- The Recipient must submit an annual security plan to the Agreement Office. The Security Plan is due 30 days after award. Should the Security Plan require further revision, the Recipient will revise and submit the revised Security Plan no later than 15 days after receipt of comments. Subsequent annual Security Plans must be submitted no later than 30 days after the end of each fiscal year.

e. Goal 1 and Goal 3 Data Reporting

- The Recipient must submit data periodically at Mission request to enable reporting of contributions to the global USAID Education Strategy. This periodic data collection, led by USAID/Washington, encompasses both Goal 1 (early grade reading) and Goal 3 (access to education in crisis and conflict).

f. Demobilization Plan

- The Demobilization Plan will include, at a minimum, an illustrative Property Disposition Plan addressing all requirements under contractual and local law for the transfer of property; a plan for the phase out of the award's operations; a delivery schedule for all reports or other deliverables required under the award; and a timeline for completing all required actions in the Demobilization Plan, including the submission date of the final Property Disposition Plan to the Agreement Officer.

- Both the illustrative and final Property Disposition Plans must include the inventory schedule required by 2 CFR 200.313, a plan for the disposition of property to eligible parties and a timeline for the disposition of such property. In addition, the Recipient will describe how all required prime and sub-award audits will be conducted after the demobilization of the Recipient. The Demobilization Plan must be approved in writing by the AOR and the Agreement Officer.

- The Plan is due not less than four months prior to the completion date of the award; the Recipient must submit a Demobilization Plan.

g. Program Final Reports

- The Final Report will provide a summary description of all work performed under the award and a substantive discussion of results achieved (as measured by performance indicator). The Final Report should include the final status of each component objective, the status of indicators relative to the established targets, lessons learned, ways to resolve any constraints identified, any opportunities for further refinement, enhancement, logical extension, or expansion of the completed work and how it fits into USAID's strategic objectives, any perceived problems, vulnerabilities, or weaknesses in the assistance provided, with recommendations for addressing the identified weaknesses, and a summary of lessons learned, and any particularly important success stories. The final report must also contain an index of all reports and informational products produced under this program.

- Along with the Final Report, a CD-ROM depository must be submitted, containing all written documents, reports and presentations. The depository must be organized in a user-friendly and searchable manner.

- The Final Report is due no later than 90 calendar days after the completion date of this award.

4. Development Experience Clearinghouse Requirements

Development experience is the cumulative knowledge derived from the planning, design, implementation, evaluation, and results of international development assistance programs. The repository for USAID's cumulative knowledge is the Development Experience Clearinghouse (DEC), the largest online resource of USAID-funded technical and programmatic materials.

The products of development activities include many types of materials: text, images, video, audio, maps, charts, and raw data. All of these products, except structured data or datasets (CSV, JSON, XML, etc.), must be submitted for inclusion in the DEC database. Raw data created or obtained with USAID funding must be submitted to the Development Data Library (DDL) in compliance with ADS 579, USAID Development Data. ADS Chapter 540 only covers the submission of information products to the DEC.

Materials must be submitted through the public-facing and searchable DEC Web site (https://dec.usaid.gov/dec/content/submit.aspx) or through the U.S. Postal Service delivery to the following address:

USAID Development Experience Clearinghouse
M/CIO/ITSD/KM
Ronald Reagan Building M. 01-010
U.S. Agency for International Development
Washington, DC 20523-6100

Note: Mail sent to USAID via the US Postal Service undergoes security and irradiation processing. To send sensitive items, like CDs or DVDs, please contact the DEC team at ksc@usaid.gov to arrange delivery. For questions on DEC submissions, contact:

Knowledge Service Center
M/CIO/ITSD/KM/DEC
Telephone: +1 202-712-0579
Email: ksc@usaid.gov

5. Branding and Marking:

Applicants are not required to submit a Branding and Marking plan with their applications. However, Applicants are requested to note that in accordance with 2 CFR 700.16 USAID will require the submission of a Branding Strategy and a Marking Plan prior to award. The Marking Plan may include a request for approval of one or more exceptions to the marking requirements in 2 CFR 700.16 The AO evaluates the Branding Strategy and Marking Plan (including any requests for exceptions) for approval consistent with the regulations contained in AAPD 05-11, 2 CFR 700.16, and ADS 320.

It is a Federal statutory and regulatory requirement (see Section 641, Foreign Assistance Act of 1961 as amended and 2 CFR 700.16) that all overseas programs, projects, activities, public communications, and commodities that USAID partially or fully funds under an assistance award or sub-award must be appropriately marked with the USAID identity. Under 2 CFR 700.16, USAID requires the submission of a Branding Strategy and a Marking Plan by the "apparently successful Applicant." The apparently successful Applicant's proposed Marking Plan may include a request for approval of one or more exceptions to the marking requirements in 2 CFR 700.16.

The apparently successful Applicant will develop a Branding Strategy and Marking Plan to ensure the program and publicity materials clearly communicate that assistance from the U.S. Government is made possible by the generous support of the American people. Successful recipients will agree to follow the branding strategy and marking policies established for assistance awards under ADS Chapter 320. The details of these policies and the official USAID Graphic Standards Manual, which includes guidelines on proper logo use and positioning, verbal branding and attribution, and co-branding with implementing partner logos can be found on the USAID website at www.usaid.gov/branding. Adhering to these guidelines in the ADS and the Graphic Standards Manual are compulsory for all USAID funded program and communications materials.

USAID will notify the apparently successful Applicant for the draft Branding Strategy and Marking Plan. The approved Branding Strategy and Marking Plan will be attached with the award.

If the Administrator has provided a written determination for use of an additional or substitute logo or seal and tagline representing a presidential initiative or other high level interagency federal initiative, identify the alternate branding and marking standards to be used in the award see 2 CFR 700.16 or, for non-U.S. organizations, see the provision entitled "Marking and Public Communications Under USAID-Funded Assistance."

The AO reviews and approves the apparently successful Applicant's Branding Strategy and Marking Plan (including any requests for exceptions), consistent with the provisions "Branding Strategy," "Marking Plan," contained in the Certifications, Assurances, Other Statement of the Recipient and Solicitation Standard Provisions, and "Marking and Public Communications Under USAID-funded Assistance" contained in ADS 303maa, Standard Provisions for U.S. Nongovernmental Recipients and ADS 303mab, Standard Provisions for Non-U.S.

Nongovernmental Organizations, 2 CFR 700.16, and ADS 320, Branding and Marking.

In contrast to “exceptions” to marking requirements, waivers to these requirements based on circumstances in the host country must be approved by the cognizant Mission Director or other USAID principal officer [see 2 CFR 700.16(5)].

Any questions about the applicability of either the Standard Provisions or 2 CFR 700.16 may be directed to General Counsel/Acquisition & Assistance (GC/A&A) or USAID’s Senior Advisor on Brand Management.

6. Environmental Compliance:

The following details how the USAID will ensure environmental soundness and compliance in design and implementation in accordance with the 22 CFR 216’s determination (https://www.usaid.gov/our_work/environment/compliance/22cfr216).

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/sites/default/files/documents/1870/200.pdf), 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.

The Integrated Youth Development Activity must comply with U.S. Government and USAID environmental impact monitoring and mitigation regulations. It must minimize the potential for negative environmental impacts and maximize the potential contributions to environmental conservation. USAID/DRC shall provide the successful Applicant with a copy of the Initial Environmental Examination (IEE) and a briefing on environmental compliance responsibilities. During this briefing, the IEE conditions applicable to the successful Applicant’s activities will be identified.

The recipient(s)’ environmental compliance obligations under these regulations and procedures are specified in the following paragraphs:

- No activity funded under an agreement will be implemented unless an environmental threshold determination, as defined by 22 CFR 216, has been reached for that activity, as documented in a Request for Categorical Exclusion (RCE), Initial Environmental Examination (IEE), or Environmental Assessment (EA) duly signed by the Bureau Environmental Officer (BEO). Hereinafter, such documents are described as “approved Regulation 216 environmental documentation.”

- In addition, the recipient(s) must comply with host country environmental regulations unless otherwise directed in writing by USAID. In case of conflict between host country and USAID regulations, the latter shall govern.

- As part of its Year 1 Implementation Plan, and all annual implementation plans thereafter, the implementing partner in collaboration with the USAID Agreement Officer's Representative (AOR) and Mission Environmental Officer or Bureau Environmental Officer, as appropriate, shall review all ongoing and planned activities to determine if they are within the scope of the approved Regulation 216 environmental documentation.

- If the recipient(s) plans any new activities outside the scope of the approved Regulation 216 environmental documentation, it shall prepare an amendment to the documentation for USAID review and approval. No such new activities shall be undertaken prior to receiving written USAID approval of environmental documentation amendments.

- Any ongoing activities found to be outside the scope of the approved Regulation 216 environmental documentation shall be halted until an amendment to the documentation is submitted and written approval is received from USAID.

Unless the approved Regulation 216 documentation contains a complete environmental **mitigation and monitoring plan** (EMMP) or a project **mitigation and monitoring** (M&M) plan, the recipient(s) shall prepare an EMMP or M&M Plan describing how the Recipient(s) will, in specific terms, implement all IEE and/or EA conditions that apply to proposed project activities within the scope of the award. The EMMP or M&M Plan shall include monitoring the implementation of the conditions and their effectiveness.

- Integrate a completed EMMP or M&M Plan into subsequent Annual Implementation Plans after completion of the initial work plan.

- Integrate an EMMP or M&M Plan into subsequent Annual Implementation Plans, making any necessary adjustments to activity implementation in order to minimize adverse impacts to the environment.

7. PROTECTING LIFE IN GLOBAL HEALTH ASSISTANCE (MAY 2017)

APPLICABLITY: This provision is applicable to those awards using federal funding predictably for international health activities with a primary purpose or effect of benefitting a foreign country, typically funded from the GHP, ESF, AEECA, or successor accounts, as applicable, including awards reported on under the Health category of the Foreign Assistance Standardized Program Structure (except those under program area HL.8, Water Supply and Sanitation, and the American Schools and Hospitals Abroad Program). This provision applies whenever implementation of the activity involves assistance to or implemented by foreign non-governmental organizations.

(a.) Ineligibility of Foreign Non-governmental Organizations that Perform or Actively Promote Abortion as a Method of Family Planning

This provision is in two parts: I, applicable to foreign non-governmental organizations; and II, applicable to U.S. non-governmental organizations. Both part I and part II should be included in awards.

I. Grants and Cooperative Agreements with Foreign Non-governmental Organizations

(1) The recipient agrees that it will not, during the term of this award, perform or actively promote abortion as a method of family planning in foreign countries or provide financial support to any other foreign non-governmental organization that conducts such activities. For purposes of this paragraph (a), a foreign non-governmental organization is a for-profit or not-for-profit non-governmental organization that is not organized under the laws of the United States, any State of the United States, the District of Columbia, or the Commonwealth of Puerto Rico, or any other territory or possession of the United States.

(2) The recipient agrees that authorized representatives of USAID may, at any reasonable time, announced or unannounced, consistent with 2 CFR Part 200: (i) inspect the documents and materials maintained or prepared by the recipient in the usual course of its operations that describe the health activities of the recipient, including reports, brochures and service statistics; (ii) observe the health activities conducted by the recipient, (iii) consult with healthcare personnel of the recipient; and (iv) obtain a copy of audited financial statements or reports of the recipient, as applicable.

(3) In the event USAID has reasonable cause to believe that the recipient may have violated its undertaking not to perform or actively promote abortion as a method of family planning, the recipient must make available to USAID such books and records and other information as USAID may reasonably request to determine whether a violation of that undertaking has occurred, consistent with 2 CFR Part 200.

(4) Health assistance furnished to the recipient under this award must be terminated if the recipient violates any undertaking required by this paragraph (a), and the recipient must refund to USAID any unexpended amounts furnished to the recipient under this award, plus an amount equivalent to that used by the recipient to perform or actively promote abortion as a method of family planning while receiving funding under this award. The amount to be refunded to USAID under this subparagraph (4) may not exceed the total amount of health assistance furnished under this award.

(5) The recipient may not furnish health assistance under this award to another foreign non-governmental organization (the sub-recipient) unless: (i) sub-recipient agrees, by entering into such subaward, that it does not perform or actively promote abortion as a method of family planning in foreign countries and will not provide financial support to any other foreign non-governmental organization that conducts

such activities; and (ii) such foreign non-governmental organization's agreement contains the same terms and conditions as described in subparagraph (6), below.

(6) Prior to entering into an agreement to furnish health assistance to a foreign non-governmental organization under this award, the recipient must ensure that such agreement with sub-recipient includes the following terms:

(i) The sub-recipient will not, while receiving assistance under this award, perform or actively promote abortion as a method of family planning in foreign countries or provide financial support to other foreign non-governmental organizations that conduct such activities;

(ii) The recipient and authorized representatives of USAID may, at any reasonable time, announced or unannounced, consistent with 2 CFR Part 200: (A) inspect the documents and materials maintained or prepared by the sub-recipient in the usual course of its operations that describe the health activities of the sub-recipient, including reports, brochures and service statistics; (B) observe health activities conducted by the sub-recipient; (C) consult with healthcare personnel of the sub-recipient; and (D) obtain a copy of audited financial statements or reports of the sub-recipient, as applicable;

(iii) In the event that the recipient or USAID has reasonable cause to believe that a sub-recipient may have violated its undertaking not to perform or actively promote abortion as a method of family planning, the recipient will review the health program of the sub-recipient to determine whether a violation of such undertaking has occurred. The sub-recipient must make available to recipient such books and records and other information as may be reasonably requested to conduct the review. USAID may review the health program of the sub-recipient under these circumstances, and sub-recipient must provide access on a timely basis to USAID to such books and records and other information upon request, consistent with 2 CFR Part 200;

(iv) Health assistance provided to the sub-recipient under this award must be terminated if the sub-recipient violates any award terms under subparagraphs (6)(i)-(iii), above, and the sub-recipient must refund to the recipient any unexpended amounts furnished to the sub-recipient under this award, plus an amount equivalent to that used by the sub-recipient to perform or actively promote abortion as a method of family planning while receiving funding under this award, up to the total amount of health assistance furnished to the sub-recipient under this award; and

(v) The sub-recipient may furnish health assistance under this award to another foreign non-governmental organization only if: (A) such foreign non-governmental organization agrees, by entering into such agreement, that it will not perform or actively promote abortion as a method of family planning in foreign countries and will not provide financial support to any other foreign non-governmental organization that conducts such activities and (B) such foreign non-governmental organization's agreement contains the same terms and conditions as those provided by the sub-recipient to the recipient as described in subparagraphs (6)(i)-(iv), above.

(7) Where the terms and conditions of the award require USAID approval of subawards, the recipient must include a description of the due diligence performed by the recipient on the sub-recipient before furnishing health assistance under this award.

(8) The recipient is liable to USAID for a refund for a violation by the sub-recipient of any requirement of this paragraph (a) only if: (i) the recipient knowingly furnishes health assistance under this award to a sub-recipient that performs or actively promotes abortion as a method of family planning, or (ii) the sub-recipient did not abide by its award terms required by subparagraphs (6)(i)-(iii), above, and the recipient failed to make reasonable due diligence efforts prior to furnishing health assistance to the sub-recipient, or (iii) the recipient knows or has reason to know, by virtue of the monitoring that the recipient is required to perform under the terms of this award, that a sub-recipient has violated any of the award terms required by subparagraphs (6)(i)-(iii), above, and the recipient fails to terminate health assistance to the sub-recipient, or fails to require the sub-recipient to terminate assistance furnished under a subaward that violates any award terms required by subparagraphs (6)(i)-(iii), above.

(9) Recipient acknowledges that USAID may make independent inquiries in the community served by the recipient or a sub-recipient under this award regarding whether it performs or actively promotes abortion as a method of family planning.

(10) The following definitions apply for purposes of paragraph (a):

(i) Abortion is a method of family planning when it is for the purpose of spacing births. This includes, but is not limited to, abortions performed for the physical or mental health of the mother and abortions performed for fetal abnormalities, but does not include abortions performed if the life of the mother would be endangered if the fetus were carried to term or abortions performed following rape or incest.

(ii) "To perform abortions" means to operate a facility where abortions are provided as a method of family planning. Excluded from this definition is the treatment of injuries or illnesses caused by legal or illegal abortions, for example, post-abortion care.

(iii) "To actively promote abortion" means for an organization to commit resources, financial or other, in a substantial or continuing effort to increase the availability or use of abortion as a method of family planning.

(A) This includes, but is not limited to, the following activities:

(I) Operating a service-delivery site that provides, as part of its regular program, counseling, including advice and information, regarding the benefits and/or availability of abortion as a method of family planning;

(II) Providing advice that abortion as a method of family planning is an available option or encouraging women to consider abortion (passively responding to a question regarding where a safe, legal abortion may be obtained is not considered active promotion if a woman who is already pregnant specifically asks the question, she clearly states that she has already decided to have a legal abortion, and the healthcare provider reasonably believes that the ethics of the medical profession in the host country requires a response regarding where it may be obtained safely and legally);

(III) Lobbying a foreign government to legalize or make available abortion as a method of family planning or lobbying such a government to continue the legality of abortion as a method of family planning; and

(IV) Conducting a public information campaign in foreign countries regarding the benefits and/or availability of abortion as a method of family planning.

(B) Excluded from the definition of active promotion of abortion as a method of family planning are referrals for abortion as a result of rape or incest, or if the life of the mother would be endangered if she were to carry the fetus to term. Also excluded from this definition is the treatment of injuries or illnesses caused by legal or illegal abortions, for example, post-abortion care.

(C) Action by an individual acting in the individual's capacity shall not be attributed to an organization with which the individual is associated, provided that the individual is neither on duty nor acting on the organization's premises, and the organization neither endorses nor provides financial support for the action and takes reasonable steps to ensure that the individual does not improperly represent that he or she is acting on behalf of the organization.

(iv) Furnishing health assistance to a foreign non-governmental organization includes the transfer of funds made available under this award or goods or services financed with such funds, but does not include the purchase of goods or services from an organization or the participation of an individual in the general training programs of the recipient or sub-recipient.

(v) To "control" an organization means to possess the power to direct, or cause the direction of, the management and policies of an organization.

(11) In determining whether a foreign non-governmental organization is eligible to be a recipient or sub-recipient of health assistance under this award, the action of separate non-governmental organizations shall not be imputed to the recipient or

sub-recipient, unless, in the judgment of USAID, a separate non-governmental organization is being used purposefully to avoid the provisions of this paragraph (a). Separate non-governmental organizations are those that have distinct legal existence in accordance with the laws of the countries in which they are organized. Foreign organizations that are separately organized shall not be considered separate, however, if one is controlled by the other. The recipient may request the USAID Agreement Officer's approval to treat as separate the health activities of two or more organizations, which would not be considered separate under the preceding sentence. The recipient must provide a written justification to USAID that the health activities of the organizations are sufficiently distinct to warrant not imputing the activity of one to the other.

(12) Health assistance may be furnished under this award by a recipient or sub-recipient to a foreign government or parastatal even though the government or parastatal includes abortion in its health program, provided that no such assistance may be furnished under this award in support of the abortion activity of the government or parastatal and any funds transferred to the government or parastatal must be placed in a segregated account to ensure that such funds may not be used to support the abortion activity of the government or parastatal.

(13) For the avoidance of doubt, in the event of a conflict between a term of this paragraph (a) and an affirmative duty of a healthcare provider required under local law to provide counseling about and referrals for abortion as a method of family planning, compliance with such law shall not trigger a violation of this paragraph (a).

II. Grants and Cooperative Agreements with U.S. Non-governmental Organizations

(1) The recipient (A) agrees that it will not furnish health assistance under this award to any foreign non-governmental organization that performs or actively promotes abortion as a method of family planning in foreign countries; and (B) further agrees to require that such sub-recipients do not provide financial support to any other foreign non-governmental organization that conducts such activities. For purposes of this paragraph (a), a foreign non-governmental organization is a for-profit or not-for-profit non-governmental organization that is not organized under the laws of the United States, any State of the United States, the District of Columbia, or the Commonwealth of Puerto Rico, or any other territory or possession of the United States.

(2) Prior to entering into an agreement to furnish health assistance to a foreign non-governmental organization (sub-recipient) under this award, recipient must ensure that such agreement with sub-recipient includes the following terms:

(i) The sub-recipient will not, while receiving assistance under this award, perform or actively promote abortion as a method of family planning in foreign countries or provide financial support to other foreign non-governmental organizations that conduct such activities;

(ii) The recipient, and authorized representatives of USAID may, at any reasonable time, announced or unannounced, consistent with 2 CFR Part 200: (A) inspect the documents and materials maintained or prepared by the sub-recipient in the usual course of its operations that describe the health activities of the sub-recipient, including reports, brochures and service statistics; (B) observe the health activities conducted by the sub-recipient; (C) consult with healthcare personnel of the sub-recipient; and (D) obtain a copy of audited financial statements or reports of the sub-recipient, as applicable;

(iii) In the event that the recipient or USAID has reasonable cause to believe that a sub-recipient may have violated its undertaking not to perform or actively promote abortion as a method of family planning, the recipient will review the health program of the sub-recipient to determine whether a violation of such undertaking has occurred. The sub-recipient must make available to recipient such books and records and other information as may be reasonably requested to conduct the review. USAID may review the health program of the sub-recipient under these circumstances, and sub-recipient must provide access on a timely basis to USAID to such books and records and other information upon request, consistent with 2 CFR part 200;

(iv) Health assistance provided to the sub-recipient under this award must be terminated if the sub-recipient violates any award terms required by subparagraphs (2)(i)-(iii), above, and the sub-recipient must refund to the recipient any unexpended amounts furnished to the sub-recipient under this award, plus an amount equivalent to that used by the sub-recipient to perform or actively promote abortion as a method of family planning while receiving funding under this award, up to the total amount of health assistance furnished to the sub-recipient under this award; and

(v) The sub-recipient may furnish health assistance under this award to another foreign non-governmental organization only if: (A) such foreign non-governmental organization agrees, by entering into such agreement, that it will not perform or actively promote abortion as a method of family planning in foreign countries and will not provide financial support to any other foreign non-governmental organization that conducts such activities; and (B) such foreign non-governmental organization's agreement contains the same terms and conditions as those provided by the sub-recipient to the recipient as described in subparagraphs (2)(i)-(iv), above.

(3) Where the terms and conditions of the award require USAID approval of subawards, the recipient must include a description of the due diligence performed by the recipient on the sub-recipient before furnishing health assistance under this award.

(4) The recipient is liable to USAID for a refund for a violation by the sub-recipient of any requirement of this paragraph (a) only if: (i) the recipient knowingly furnishes health assistance under this award to a sub-recipient that performs or actively promotes abortion as a method of family planning; or (ii) the sub-recipient did not abide by its award terms required by subparagraphs (2)(i)-(iii), above, and the recipient failed to make reasonable due diligence efforts prior to furnishing health assistance to the sub-recipient; or (iii) the recipient knows or has reason to know, by virtue of the monitoring that the recipient is required to perform under the terms of this award, that a sub-recipient has violated any of the award terms required by subparagraphs (2)(i)-(iii), above, and the recipient fails to terminate health assistance to the sub-recipient, or fails to require the sub-recipient to terminate assistance furnished under a subaward that violates any award terms required by subparagraphs (2)(i)-(iii), above.

(5) Recipient acknowledges that USAID may make independent inquiries in the community served by a sub-recipient under this award regarding whether such sub-recipient performs or actively promotes abortion as a method of family planning.

(6) The following definitions apply for purposes of this paragraph (a):

(i) Abortion is a method of family planning when it is for the purpose of spacing births. This includes, but is not limited to, abortions performed for the physical or mental health of the mother and abortions performed for fetal abnormalities, but does not include abortions performed if the life of the mother would be endangered if the fetus were carried to term or abortions performed following rape or incest.

(ii) "To perform abortions" means to operate a facility where abortions are provided as a method of family planning. Excluded from this definition is the treatment of injuries or illnesses caused by legal or illegal abortions, for example, post-abortion care.

(iii) "To actively promote abortion" means for an organization to commit resources, financial or other, in a substantial or continuing effort to increase the availability or use of abortion as a method of family planning.

(A) This includes, but is not limited to, the following activities:

(I) Operating a service-delivery site that provides, as part of its regular program, counseling, including advice and information, regarding the benefits and/or availability of abortion as a method of family planning;

(II)Providing advice that abortion as a method of family planning is an available option or encouraging women to consider abortion (passively responding to a question regarding where a safe, legal abortion may be obtained is not considered active promotion if a woman who is already pregnant specifically asks the question, she clearly states that she has already decided to have a legal abortion, and the healthcare provider reasonably believes that the ethics of the medical profession in the host country requires a response regarding where it may be obtained safely and legally);

(III)Lobbying a foreign government to legalize or make available abortion as a method of family planning or lobbying such a government to continue the legality of abortion as a method of family planning; and

(IV)Conducting a public-information campaign in foreign countries regarding the benefits and/or availability of abortion as a method of family planning.

(B) Excluded from the definition of active promotion of abortion as a method of family planning are referrals for abortion as a result of rape or incest, or if the life of the mother would be endangered if she were to carry the fetus to term. Also excluded from this definition is the treatment of injuries or illnesses caused by legal or illegal abortions, for example, post-abortion care.

(C) Action by an individual acting in the individual's capacity shall not be attributed to an organization with which the individual is associated, provided that the individual is neither on duty nor acting on the organization's premises, and the organization neither endorses nor provides financial support for the action and takes reasonable steps to ensure that the individual does not improperly represent that he or she is acting on behalf of the organization.

(iv) Furnishing health assistance to a foreign non-governmental organization includes the transfer of funds made available under this award or goods or services financed with such funds, but does not include the purchase of goods or services from an organization or the participation of an individual in the general training programs of the recipient or sub-recipient.

(v) To "control" an organization means to possess the power to direct, or cause the direction of, the management and policies of an organization.

(7) In determining whether a foreign non-governmental organization is eligible to be a sub-recipient of health assistance under this award, the action of separate non-governmental organizations shall not be imputed to the sub-recipient, unless, in the judgment of USAID, a separate non-governmental organization is being used purposefully to avoid the provisions of this paragraph (a). Separate non-governmental organizations are those that have distinct legal existence in accordance with the laws of the countries in which they are organized. Foreign organizations that are separately organized shall not be considered separate, however, if one is controlled by the other. The recipient may request the USAID Agreement Officer's approval to treat as separate the health activities of two or more organizations, which would not be considered separate under the preceding sentence. The recipient must provide a written justification to USAID that the health activities of the

organizations are sufficiently distinct to warrant not imputing the activity of one to the other.

(8) Health assistance may be furnished under this award by a recipient or sub-recipient to a foreign government or parastatal even though the government or parastatal includes abortion in its health program, provided that no such assistance may be furnished under this award in support of the abortion activity of the government or parastatal and any funds transferred to the government or parastatal must be placed in a segregated account to ensure that such funds may not be used to support the abortion activity of the government or parastatal.

(9) For the avoidance of doubt, in the event of a conflict between a term of this paragraph (a) and an affirmative duty of a healthcare provider required under local law to provide counseling about and referrals for abortion as a method of family planning, compliance with such law shall not trigger a violation of this paragraph (a).

(b) This provision shall be inserted *verbatim* in subawards in accordance with the terms of paragraph (a).

[END OF SECTION F]

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SECTION G: FEDERAL AWARDING AGENCY CONTACTS

The contact information, names and addresses of point of contacts, for this NOFO is as follows:

1. Agreement Officer for the Award(s) resulting from this NOFO:

Patrick Kollars
Supervisory Agreement Officer
Office of Acquisition and Assistance
USAID/DRC
E-mail Address: pkollars@usaid.gov

2. Point of Contact for Questions while the NOFO is open:

Malu Boyenge
Acquisition and Assistance Specialist
Office of Acquisition and Assistance
USAID/DRC
Email: mboyenge@usaid.gov copying KinshasaProposals@usaid.gov

[END OF SECTION G]

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SECTION H: OTHER INFORMATION

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

[END OF SECTION H]

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