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SOUTHERN AFRICA

February 01, 2017

NOTICE OF FUNDING OPPORTUNITY (NFO) - AMENDMENT 1

REF: NFO Number: SOL-674-17-000009
Amendment Number 1

SUBJECT: Notice of Funding Opportunity (NFO) Number:
SOL-674-17-000009/ Amendment No.1
Regional Political Party Strengthening (RPPS)

Dear Prospective Applicants:

This letter constitutes Amendment No. 1 to the subject Notice of Funding Opportunity (NFO) for the activity titled "Regional Political Party Strengthening (RPPS)". The purpose of this amendment is to post answers to questions submitted in regard to the subject NFO number SOL-674-17-000009.

Answers are provided in red.

Thank you for your interest in USAID programs.

Sincerely,

Adam Walsh
Regional Agreement Officer
USAID/Southern Africa

Answers to all Questions received are provided below:

1. Would it be to an applicant's disadvantage to apply alone? / Is applying as a consortium mandatory (p.16)? Are consortium members subject to the same eligibility criteria as the lead applicant? (p.19)

Applicants may work with other organizations through sub-awards; however, applications will only be accepted from lead applicants which meet the eligibility criteria as stated in the NFO.

2. In the technical application, must the applicant indicate which parties it intends to work with or is it assumed that only those parties with parliamentary representation can be involved in the programme?

At the time of submission, it will not be required to indicate which parties the applicant will work with under the program, but should explicitly stipulate that the identification process for parties to be included will be in line with USAID's Political Party Assistance Policy. USAID/Southern Africa anticipates, at a minimum, those parties to be included will be those that have representation within Parliament. Final determination of political parties will be made in close collaboration between USAID/Southern Africa and the successful applicant upon award.

3. At what stage is the CLA process undertaken?

The CLA process should be taken into consideration from the beginning of the activity as it is intended to be an iterative process throughout the life of the program to ensure the strategy and proposed activities will lead towards the expected results.

4. Are ADS 303 mav certifications and assurances submitted at this stage or only once the applicant has been successful?

Applicants are not required to submit the referenced certifications and assurances at this stage, however, the apparently successful applicant will be required to do so prior to any potential award.

5. For the AMEP, must the applicant provide both a narrative description and a matrix of the proposed AMEP or will a matrix of it be sufficient as it is only illustrative at this stage? (p.22)

A brief narrative is requested in order to explain how the applicant intends to monitor and evaluate the program's progress. If that information can be easily reflected into the matrix, then a narrative is not required. However, it should be clear to the technical evaluation committee not only what indicators will be collected, but how those indicators will be collected and subsequently evaluated in order to ensure progress towards the objectives.

6. In the technical application, should the applicant describe how it intends to use any programme income i.e. what further activities it envisions carrying out?

Although not required, applicants are free to describe how they intend to use program income to the extent that it would support the "Technical Approach and Methodology" component of the NFO evaluation criteria.

7. Under Section D – Supplemental submission

- In terms of the hiring of 'key personnel' specifically 'Country Programme Directors' – Is it envisioned that Grantee will set up full offices in each of the countries? Or would it be possible to have the 'Country Programme Directors' based in-country while the administrative and financial functions are centralized at a head office under the supervision of the 'Chief of Party'.
 - Given the limited resources, USAID/Southern Africa envisions the "Country Program Directors" to be based in their respective countries while administrative, operational and financial functions would be centralized in a head office under the "Chief of Party".
- In terms of the proposed candidates for the 'key personnel' positions. If a candidate is selected, but decides not to take up the position, what is the process for changing a proposed candidate?
 - Should a proposed candidate decline the position after the award, the Awardee will have to submit a new candidate for a key personnel position for approval by USAID/Southern Africa as soon as possible

8. Programme title

- Will the title of the programme remain 'Regional political Party Strengthening' or are applicants expected/ encouraged to create a new title?
 - USAID/Southern Africa strongly encourages the Applicant to recommend a new title for the program.

9. The 4 programme objectives

- A lot of information has already been given in terms of the expected results and indicators under the 4 objectives. To what extent can these be adapted to suit the programme design?
 - USAID/Southern Africa considers the indicators to be illustrative; therefore, these indicators can be adapted to fit the need of the program. USAID/Southern Africa also considers "less is more" approach in proposing indicators that will be reported. USAID/Southern Africa understands that the Applicant may and should have additional indicators for its own internal purposes in tracking progress, but not all those indicators should be reported. USAID/Southern Africa requests that Applicants consider critical indicators that will facilitate tracking progress towards the end results. After award, USAID/Southern Africa will work with the Applicant in reviewing and approving the initial AMEP. Please note that the selected applicant will be required to report on at least one USAID indicator on a regular basis.
 - However, the expected results cannot be adapted as USAID/Southern Africa considers those results as identifying the Mission's priority areas for this program.
- Can more weight be given to some objectives over others? Or are all four objectives weighted equally?
 - The four objectives referenced in Section A of the NFO are not weighted criteria. Please refer to the evaluation criteria as stated in Section E of the NFO.

Also, please note that applicants are responsible for ensuring that they are registered in the System for Award Management (SAM.gov) per instructions on page 27. Applicants should begin this registration process prior to submitting an application.

End of questions and answers.