

AMENDMENT TO RFA-617-09-000003

The purpose of this amendment is to clarify or amend various sections of this RFA, and provide answers to questions received and determined applicable for preparation for applications

1. Cover Page is amended to read as follows:

Issuance Date:	August 06, 2009
RFA Clarification Questions Due:	September 3, 2009
Closing Date and Time for Application Submission:	September 22, 2009 4.00 PM (Uganda, Kampala Time)

**Subject: Request for Applications (RFA) Number: RFA-617-09-000003
Comprehensive HIV/AIDS Prevention, Care and Treatment**

Dear Prospective Applicants:

The United States Agency for International Development (USAID) is seeking applications from eligible and qualified organizations and institutions in the East Africa Region that are interested in implementing a program to scale up access to comprehensive HIV/AIDS Prevention, Care and Treatment services through the networks and facilities of local faith- and community-based organizations in Uganda.

The authority for the RFA is found in the Foreign Assistance Act of 1961, as amended. Please refer to the Program Description for a complete statement of goals and expected results.

This is limited competition, under which local and regional (indigenous) organizations, large or small, from Uganda and East African Region, are eligible to compete. To be eligible, organizations must be operated and managed within the East African Region, must have their headquarters in the Region, must be licensed or incorporated under the laws of one of the countries in the region and must have majority of its assets in the Region. The East African Region consists of countries: Burundi, Democratic Republic of Congo, Djibouti, Ethiopia, Eritrea, Kenya, Rwanda, Somalia, Sudan, Tanzania and Uganda.

In accordance with the Federal Grants and Cooperative Agreement Act, USAID encourages competition in order to identify and fund the best possible applications to achieve program objectives in the program description. Small organizations may pair with one or more partners if they wish, and appear in several applications. USAID encourages applications from potential new partners.

Pursuant to 22 CFR 226.81, it is USAID policy not to award profit under assistance instruments such as cooperative agreements. However, all reasonable, allocable, and allowable expenses, both direct and indirect, which are related to the grant program and are in accordance with applicable cost standards (22 CFR 226, OMB Circular A-122 for non-profit organization, OMB Circular A-21 for universities, and the Federal Acquisition Regulation (FAR) Part 31 for-profit

organizations), may be paid under the Cooperative Agreement.

Subject to the availability of funds, USAID intends to provide approximately \$30,000,000 in total USAID funding to be allocated over the five (5) year period. USAID reserves the right to fund any or none of the applications submitted.

Section A:	Program Description
Section B:	Award and Administration Information
Section C:	Grant Application and Submission Instructions
Section D:	Evaluation Criteria and Selection Process
Section E:	Required Certifications Assurances and Other Statements of the Recipient
Section F:	Mandatory Standard Provisions
Forms:	- Survey on Ensuring and Equal Opportunity for Applicants
	- Application for Assistance form SF – 424

Awards will be made to the responsible applicants whose applications offer the greatest value to the U.S. Government. Issuance of this RFA does not constitute an award commitment on the part of the Government, nor does it commit the Government to pay for costs incurred in the preparation and submission of an application.

This RFA and any future amendments can be downloaded from <http://www.grants.gov>. Select "Find Grant Opportunities," then click on "Browse by Agency," and select the "U.S. Agency for International Development" and search for the RFA. In the event of an inconsistency between the documents comprising this RFA, it shall be resolved at the discretion of the Agreement Officer.

Applicants should also note that the documents listed in this RFA under "Useful References" are intended only as sources for background information that may be helpful to applicants, but are not a part of this RFA. All guidance included in this RFA takes precedence over any reference documents referred to in the RFA. Any clarification questions concerning this RFA should be submitted in writing to:

- 1) Godfrey Kyagaba, via email at gkyagaba@usaid.gov by the date listed above.
- 2) Geraldine Kyazze, via email at gkyazze@usaid.gov

If there are problems in downloading the RFA from the Internet, please contact the Grants.gov help desk at 1.800.518.4726 or support@grants.gov for technical assistance.

For the purposes of this RFA, the term "Grant" is synonymous with "Cooperative Agreement"; "Grantee" is synonymous with "Recipient"; and "Grant Officer" is synonymous with "Agreement Officer".

The preferred method of distribution of USAID RFA information is via the Internet. This RFA and any future amendments can be downloaded from <http://www.grants.gov>.

REQUIRED USAID CERTIFICATIONS, ASSURANCES AND OTHER STATEMENTS OF THE RECIPIENT:

ELECTRONIC SUBMISSION OF APPLICATIONS IS REQUIRED. Please submit your applications by email, up to 5 attachments (2MB limit) per email compatible with MS WORD, PDF, and Excel in a MS Windows environment, to all of the email addresses below. Receipt by

any one of these two addresses before the closing date and time will constitute timely receipt of this RFA. RECEIPT TIME IS WHEN THE APPLICATION IS RECEIVED BY THE USAID/W INTERNET SERVER.

The addresses for the receipt of proposals are:

- 1) Godfrey Kyagaba at: gkyagaba@usaid.gov, Primary
- 2) Geraldine Kyazze at gkyazze@usaid.gov, Secondary

Applicants are encouraged to obtain confirmation of receipt of the applications.

Hard copies of the applications are NOT required.

Telegraphic or fax applications are not authorized for this RFA and will not be accepted.

After you have sent your applications by email, please 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 of the email that it is a "corrected" submission. Please do not wait for USAID to advise you that certain documents intended to be sent were not sent, or that certain documents contained errors in formatting, missing sections, etc. Each applicant is responsible for its submissions, so please inspect your own emails.

Please do not send the same email to us more than one time unless there has been a change, and if so, please note that it is a corrected email. If you send multiple copies of the same email, we do not know if there has been any change from one email to the next.

If you send your application by multiple emails, please indicate in the subject line of the email whether the email relates to the technical or cost proposal, 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 organization's name is ABXY Consulting, and your cost proposal is divided and being sent in as two emails, the first email should have a subject line which says: "ABXY, Cost Proposal, Part 1 of 2". If you do not do this clearly, we may not be sure of the correct order of the separate parts of your application. Our preference would be that each technical and each cost proposal be submitted as a single email attachment, e.g. that you consolidate the various parts of a technical proposal into a single document before sending it. But if this is not possible, please provide instructions on how the multiple parts are supposed to fit together, especially the sequence. What is obvious to you as the preparer of the document may not be obvious to us. Your application may not get optimal treatment if we are confused regarding the order and composition of your application.

Your organization should appoint one person to send email submissions. If we receive email submissions from more than one person in your organization, we do not know who the authorized person is, and we cannot tell whether there has been a change from one email to the next without considerable effort on our part. Applicants should retain for their records one copy of the application package

Applications must be received by the closing date and time indicated at the top of this cover letter. Late applications will not be considered for award. Applications must be directly responsive to the terms and conditions of this RFA. Telegraphic or fax applications (entire proposal) are not authorized for this RFA and will not be accepted.

Sincerely,

//signed//

Bruce McFarland
Agreement Officer
USAID/Uganda

2. Program Description is amended to read as follows:

Comprehensive HIV/AIDS Response through Faith- and Community- Based facilities and networks in Uganda

Program Description

A.1 Summary

USAID/Uganda anticipates making a \$30 million five-year competitive award to improve access to comprehensive and quality HIV/AIDS services through networks of faith and community based organizations. Access to quality HIV/AIDS remains limited in Uganda, with key constraints being distance to facilities, which increases the opportunity cost of seeking services, lack of knowledge on the existence of services, as well as unreliability and poor quality of services. The activity will be implemented through the health and social service structures of Uganda's five traditional as well as Pentecostal and other independent religious institutions.

A.2 through A.6 remains unchanged.

3. Change of Closing Date and Extension of Clarification Question Period:

Due to changes in the RFA requirements (terms and conditions) the **Closing Date** for submission of applications is hereby extended from September 08, 2009 to **September 22, 2009, 4:00 PM (Kampala Time)**. The deadline for **RFA Clarifications Questions Due** is extended from August 20, 2009, to **September 3, 2009**.

4. Questions Received And USAID Answers

1. Is there a cost share? There seems to be none *required* in the RFA?

USAID response: No cost share is required.

2) Are international NGOs permitted to sub-grant under a local NGO?

USAID response: International NGOs (or other international organizations) can only partner with local organizations for activities related to capacity building. For instance, an international organization can develop the M&E capacity of a local partner to monitor

and report the results of the program. But an International NGO cannot be sub-contracted or sub-granted by the local organization to deliver HIV/AIDS services. In any event, the local organization that is awarded this Cooperative Agreement must maintain full managerial control and responsibility for all activities performed under the Agreement. Should the local organization elect to sub-grant or sub-contract to an international NGO or any other international organization, the local organization will be responsible for managing that sub-grantee or sub-contractor and will still be fully accountable for all work performed under the Agreement.

- 3) If the Prime does not have a NICRA rate, can the sub-grantee still request NICRA, if permitted to apply as a sub?**

USAID Response: Yes

- 4) Is there an expectation that there will be another RFA issued that non-faith based organizations will be eligible to apply for? We are particularly interested to apply for a grant to provide services to OVC and we have been in conversation with several partners regarding different methodologies and locations and want to be as strategic as possible in our planning.**

USAID response: We had inadvertently indicated in the RFA that only Faith-Based Organizations were eligible to apply. This has now been changed with this amendment. All eligible organizations (NGO or For-Profit) within the region can apply. Eligibility is determined by the restriction to Regional Organizations as defined by the third paragraph of the RFA cover page (as shown in this Amendment, above), and the general responsibility requirements of Subpart B, 22 CFR 226. The purpose of the RFA is to expand access to HIV/AIDS services through the extensive health and social networks of faith- and community-based organizations in Uganda. Therefore, we are seeking for an organization or institution that can work within this faith- and community-based environment. This is a comprehensive program and applicants are required to undertake the entire program in its totality. Awards for independent components of the program will not be considered.

- 4) If there were another RFA to be issued concurrently, would we be allowed to apply for both? Is there any competitive disadvantage in doing so?**

USAID Response: Each request for applications or proposals (RFA or RFP) is separate and stand-alone from the other. There is no problem for an organization to apply to more than one funding opportunity. In some cases, there could be a restriction – generally to avoid potential organizational conflicts of interest – but these restrictions would be described in detail in the RFA or RFP. We do not believe that this RFA conflicts with any existing or planned USAID activity.

- 6) We are affiliated with a larger INGO, but we are legally incorporated as an Independent Uganda NGO (with a Ugandan board of directors). Are we eligible to apply under this RFA?**

USAID Response: Yes, as long as the organization is legally incorporated as a local Ugandan or East African entity, with local leadership and governance and is paying local taxes. The organization may be non-profit or for-profit, as long as it meets the Regional requirement.

- 7) Will USAID conduct workshop to give more information to intending applicants for this RFA?**

USAID Response: There will be no workshop organized to give prospective applicants information on the RFA. We are using these Clarification Questions and USAID Responses to serve this purpose. The Clarification Questions period has been extended to September 3, 2009, under this Amendment.

- 8) I'm not sure whether the \$30million is to be awarded to one organization that will implement the program or the successful organization will be expected to subcontract other organizations to implement the program.**

USAID response: The \$30 million will be awarded to one successful organization. As indicated in the RFA, choice of the successful applicant will be based, among others, on the technical approach that the applicant presents to achieve the objectives and results of the program. This could be through sub-granting to other partners or otherwise. However, the successful applicant will be solely responsible for the managing and performance of the program.