Issue Date: June 30, 2023
Deadline for Question: July 24, 2023
Closing Date: August 18, 2023
Closing Time: 4:00 pm EST

Subject: Notice of Funding Opportunity Number: 72052123RFA00006

Program Title: Health Service Delivery – Integrated Social Behavior and Change Activity

Federal Assistance Listing Number: 98.001

Ladies/Gentlemen:

The United States Agency for International Development (USAID) is seeking applications for a cooperative agreement from local qualified entities to implement the Integrated Social Behavior and Change Activity program. Eligibility for this award is restricted to local organizations.

USAID intends to make an award to the applicant who best meets the objectives of this funding opportunity based on the merit review criteria described in this NOFO subject to a risk assessment. Eligible parties interested in submitting an application are encouraged to read this NOFO thoroughly to understand the type of program sought, application submission requirements and selection 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. It is the responsibility of the applicant to regularly check the website to ensure they have the latest information pertaining to this notice of funding opportunity and to ensure that the NOFO has been received from the internet in its entirety. 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.

USAID may not award to an applicant unless the applicant has complied with all applicable unique entity identifier and System for Award Management (SAM) requirements detailed in Section D.6.g. The registration process is complex and lengthy, and may take many weeks to complete. Therefore, applicants are encouraged to begin registration early in the process.

Please send any questions to the point(s) of contact identified in Section G. 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 Government nor does it commit the Government to pay for any costs incurred in preparation or submission of comments/suggestions or an application. Applications are submitted at the risk of the applicant. All preparation and submission costs are at the applicant's expense.

Thank you for your interest in USAID programs.

Sincerely,

Edel Perez

Digitally signed by Edel Perez
Date: 2023.06.30 15:44:09 -04'00'

Edel Perez-Campos
Agreement Officer

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SECTION A: PROGRAM DESCRIPTION

This funding opportunity is authorized under the Foreign Assistance Act (FAA) of 1961, as amended. The resulting award will be subject to 2 CFR 200 – Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, and USAID's supplement, 2 CFR 700, as well as the additional requirements found in Section F.

Health Service Delivery – Integrated Social and Behavior Change

I. ACTIVITY GOAL

The overall goal of the Activity is to **increase the adoption of targeted positive health behaviors at the individual, household, and community level,** in multiple, intersecting areas of public health. This includes sectors such as family planning and reproductive health; HIV; maternal, child health, and nutrition; water, sanitation, and hygiene. In addition, this includes other epidemic and emerging public health threats such as COVID-19, cholera, tuberculosis, and other primary care, including consideration of gender-based violence in health programs.

II. BACKGROUND AND DEVELOPMENT CHALLENGES

Haiti's prolonged economic, political, and security crises and limited access to basic primary healthcare weaken its public health system and outcomes. In 2020-2021, the humanitarian situation in Haiti significantly worsened due to increased political turmoil, deteriorating socioeconomic conditions, mounting insecurity and gang violence in the Port-au-Prince metropolitan area, recurring fuel shortages, the earthquake and tropical storm that hit the southern region, further impacting the livelihood of vulnerable communities and households, and hindering progress towards the 2030 Agenda for Sustainable Development. Recent health data reveals a number of weaknesses in the system. Although the last 2017 Demographic and Health Survey (DHS), known in Haiti as the *2016-2017 Enquête Mortalité, Morbidité et Utilisation des Services* or *EMMUS-VI*, suggests that trends in mortality and morbidity improved, poor health outcomes and low utilization of available services persist due to a number of factors. Rampant violence and instability have prevented the systematic gathering of new demographic survey data, complicating our current understanding of national health indicators; however, significant barriers to service access and rampant malnutrition point towards a worsening health climate in Haiti. Analysis of the current context, as well as experience from other regions, indicates that individual behavior is often the "last mile" in successful public health programming. Even as the supply and quality of services is expanded, there remain barriers which limit the uptake and demand for these services, including social norms and low levels of

knowledge and awareness among beneficiaries, as well as behaviors and attitudes among service providers themselves.

Health Sector Challenges

Haiti has the highest HIV burden in the Caribbean region, and the country also has the highest incidence of tuberculosis in the region, further compounding the HIV epidemic. HIV incidence has seen a small decline of new annual cases in the past 10 years, but individual behaviors and practices, as well as stigma within the community and health service providers, hamper further progress on achievement of global UNAIDS targets. Inequitable social norms and conditions of women and youth are considered key enablers of HIV transmission, and women are disproportionately affected by HIV, accounting for greater than half of adult infections.

Emerging infectious diseases and public health emergencies, including COVID-19 in 2020 and the declaration of a cholera epidemic in late 2022 have strained public health systems, and have been exacerbated by low uptake of vaccines and recommended hygiene practices in vulnerable communities.

Access to, and utilization of, modern family planning services remains lower than anticipated, in particular among adolescents and young adults, due to prevailing social norms. Infant and maternal mortality remain at high levels, with a lack of progress in reducing infant and neonatal mortality. This has been partially attributed to the fact that over 60 percent of births in Haiti still occur outside of health facilities without a skilled provider, driven in part by social norms and beliefs. Pregnant women also do not regularly seek out or consistently attend available routine care, and some service providers' behaviors and attitudes mean that they do not always provide respectful maternity care.

In 2022, according to the latest Integrated Food Security Phase Classification (IPC) analysis[1], 4.3 million people (44% of the Haitian population) will be exposed to high levels of acute food insecurity (IPC phase 3 and 4)[2]. According to the 2022 Haiti Needs Overview (HNO), at least 224,800 children under five are expected to suffer from acute malnutrition in 2022. Out of them, around 87,500 will suffer from severe acute malnutrition and will risk death without immediate assistance. In 2020, an estimated 6 percent amongst under -five children were already suffering from global acute malnutrition (GAM), an increase by around 2 percent as compared to the SMART survey carried out in 2012[3]. Consecutive seasons of below-average production, high

[1] Conducted in August-September 2021

[2] This figure is projected to increase to 4.6 million people will likely experience high levels of acute food insecurity (IPC Phase 3 and 4) including 1.3 million people in emergency (IPC 4).

[3]The prevalence of the severe acute malnutrition (SAM) was 2.1 percent. The Metropolitan area of Port Au Prince had both a higher GAM and SAM rate respectively 6.5% and 2.5% followed by the remaining West department with a GAM rate of 6%. The prevalence of chronic malnutrition was 22.7%; this rate remained stagnant as statistically similar to the 2012 SMART survey result (23.4%). The South -Est had a higher rate (25.7%).

prices, fuel shortages, and gang violence continue to constrain households' ability to generate adequate income to purchase food. For example, Cite Soleil will likely continue to face Emergency (IPC Phase 4) outcomes, and an increase in households in Emergency (IPC Phase 4) is likely in Nord-Ouest and Grand'Anse[4]. Alongside rising staple food prices that have exacerbated already significant food insecurity, poor infant and young child feeding practices by parents and caregivers have contributed to malnutrition.

Children are also more vulnerable to disease due to a decline in the proportion of children who received all eight essential vaccines. While there had been a positive trend from 1994 to 2012, the numbers began to decline again in 2017, which may be attributed to multiple factors that include social norms and behavior, as well as the logistical capacity of the Ministry of Public Health and Population (Ministère de la Santé Publique et de la Population - *MSPP*) and certified Community Health Workers (*Agents de Santé Communautaire Polyvalents - ASCP*) to serve the most remote facilities and reach children living in the last mile.

Integrated Social and Behavior Change Programming Challenges

USAID, in partnership with the MSPP, is currently implementing a number of activities to enhance health service delivery and address Haiti's many health challenges. Some of these interventions include complementary social and behavior change (SBC) interventions to promote the uptake of certain practices and ensure that beneficiaries are aware of and accessing services being provided.

here are a number of challenges that impact the long term sustainability of and effectiveness of SBC programming that include:

- focus on singular health issues instead of using an integrated SBC approach that considers how different aspects of health may intersect (e.g., maternal health and HIV, or routine immunization and childhood nutrition).
- Rumor and misinformation on social media platforms that affects perceptions or misperception of the population against some diseases like Covid-19 and even against some strategies put in place by the Haitian Government and our USAID Implementing partners that promote Covid-19 vaccination.
- do not always ensure coordination and a balance between using SBC approaches to build demand for certain services that service providers are not yet able to adequately supply in the regions where the demand is being built. For example, if campaigns to encourage births in healthcare facilities are not targeted to areas where such facilities have capacity to meet increased demand, experience of care may be negative.
- do not always adequately conduct/incorporate research on the specific local context, barriers and determinants of social and behavior change for the targeted health issues

[4] FEWS NET Food Assistance Outlook Brief February 2023

among specific populations, and key entry points in each community, including harmful gender norms.[5]

- focus more on influencing individual behavior, without adequate support for changing related social norms.
- rely heavily on communication/information campaigns that use awareness as the primary tool to influence behavior, but do not make use of other types of evidence-based behavioral science approaches that have been effective, such as choice architecture, nudges, etc.
- do not adequately focus on identifying and changing key behaviors of medical and non-medical health sector staff that will improve the quality and experience of services and maximize service delivery.[6]
- do not adequately build capacity within local government and other stakeholders on sustainable and coordinated SBC[7]
- do not equip facility and non-facility based actors (such as ASCP) with SBC knowledge and tools that they can apply to increasing patient and community uptake of desired behaviors, or consider how SBC approaches for enhancing the enabling environment at the health facility level that can improve the patient experience.

These challenges, among others, impact the extent to which individuals and communities adopt targeted positive health behaviors that are being promoted and provided through the health system. Local organizations and the MSPP's specialized communications department responsible for SBC programming have been contributing to efforts to make progress in this area, but additional efforts are needed.

III. OBJECTIVES AND EXPECTED RESULTS

To address these challenges, this Activity will work hand-in-hand with MSPP and USAID's service-delivery implementing partners to apply SBC across the service continuum—before, during, and after services to maximize the impact of their health programming.[8] It will use SBC to motivate clients to access services (before services), to improve the client-provider interaction and the environment in which services are delivered (during services), and to boost adherence and maintenance (after services).

USAID's theory of change for this Activity is that:

> ***if*** the barriers to the consistent practice of healthy behaviors are reduced; and

[5] For example, see MOMENTUM Routine Immunization Transformation and Equity, Gender and Immunization: Recognizing and Reducing Barriers, Jan 2023
[6] See HC3 in Action Enhancing Family Planning Service Delivery through SBC, October 2017
[7] See TCI Nigeria Institutionalizing State-Led Social and Behavior Change (SBC) Capacity Strengthening, 2021
[8] See Breakthrough Action: From Vision to Action: Guidance for Implementing the Circle of Care Model, 2021

if the capacity of local actors to collect and utilize evidence, and implement integrated SBC approaches is improved;

then there will be an increase in the adoption of targeted positive health behaviors at the individual, household, and community level, in multiple, intersecting areas of public health.

USAID is therefore seeking to fund an Activity that will achieve tangible and measurable changes in behavior, including through the results and illustrative intermediate results (IRs) listed below and any other results and intermediate results that will contribute to the Activity goal.

Goal: Increased adoption of targeted positive health behaviors at the individual, household, and community level.	
Result 1: Barriers to the consistent practice of healthy behaviors reduced	**Result 2: Capacity of local actors to collect and utilize evidence and implement integrated SBC approaches improved**
IR 1.1: Targeted health behaviors and barriers are identified through research and in collaboration with stakeholders	**IR 2.1** MSPP staff are supported in the development, implementation and institutionalization of a harmonized SBC approach
IR 1.2: SBC interventions for individuals, households, and communities are designed, implemented and monitored	**IR 2.2** Key health service actors and other stakeholders trained and monitored on utilizing effective SBC methodology/tools in their work with patients/clients and communities
IR 1.3: SBC interventions to address provider behavior and service delivery environment are implemented and monitored	**IR 2.3:** Local organizations engage in SBC research, data analysis and utilization, and design/implementation of interventions

Because of the interrelated nature of Haiti's health challenges, an integrated SBC approach that identifies and addresses barriers to key priority behaviors and practices across a number of related aspects of health will be essential for the success of this Activity. USAID considers "integrated SBC" to mean programming which aims to understand and address factors such as knowledge, attitudes, and norms pertaining to multiple health areas or development sectors in a coordinated and intentional way that influences multiple health outcomes.[9] The Activity will therefore operate across multiple health sectors to plan and implement integrated, comprehensive and logically packaged interventions that unite different health or other development areas, where appropriate, or standalone SBC interventions when more narrow

[9] See Advancing Integrated and Social Behavior Change Programming, Breakthrough Action and Research, Aug 2019 3

intervention is needed. Integration of SBC efforts can help ensure efficient and effective use of resources. Specific priorities for SBC interventions will be determined collaboratively by the GoH, USAID, and other stakeholders, and may also depend on available USAID funding streams - including special funding for accelerating access to COVID-19 vaccination, nutrition, maternal and child health, and HIV, among other things.

The Activity will also draw on the significant body of knowledge on the use of SBC in health and utilize a broad toolkit of evidence-based approaches that are integrated and tailored to different communities and demographics. This includes, among other things, communication campaigns, behavioral economics (including choice architecture/nudges), psychology, sociology, and social marketing.

By taking into account underlying social norms, individual attitudes, and other factors at the household, community, provider, and institutional levels that influence priority behaviors, the Activity will complement and enhance the impact of other health service delivery activities implemented by USAID, the Government of Haiti (GoH), and development partners. Beneficiaries will include populations who have been historically underserved, including women and girls, adolescents, and other key populations under USAID's service-delivery activities, as well as service providers and Government of Haiti stakeholders, in a way that ensures a focus on equity.

Goal: Increased adoption of targeted positive health practices at the individual, household, and community level

By the end of the Activity, it is anticipated that there will be:

1) an increase in overall demand for and acceptance of modern family planning services, and in the rate of individuals reporting the practice of recommended family planning methods and Healthy Timing and Spacing Pregnancies (HTSP);
2) an increase in demand for and use of essential pre- and post-natal care for mothers and newborns and infants, including attitudes towards delivery in healthcare facilities, and increased uptake of routine childhood vaccinations, including in zero dose children, and HIV testing at ante-natal appointments;
3) improved awareness of the 1000 first days of a child and the Essential Nutrition Actions (ENA) and reported use of practices at the household and community levels that can reduce chronic and acute malnutrition;
4) improved HIV patient Treatment literacy and continuity of HIV treatment;
5) improved knowledge, attitude, and awareness of the community against COVID-19 , the importance of COVID-19 vaccination, and accelerated access to vaccinations.
6) increased community responsiveness to public health threats (eg. COVID-19, cholera, TB), including adoption of water, sanitation and hygiene practices, vaccination (eg. COVID-19, cholera); and

7) improved communication between service providers and patients/clients.

In order to effectively implement interventions in the health sector and measure progress towards the achievement of the goal, strong collaboration between this Activity and the implementing partners of USAID's service delivery activities that provide services and track usage will be essential.

Result 1: Barriers to the consistent practice of healthy behaviors reduced

Result 1 is centered on reducing barriers to the adoption of targeted behaviors by delivering a variety of high quality, integrated SBC interventions that address key health areas of focus. This includes youth and beneficiary-informed interventions in coordination with other US government-funded activities and the Ministry of Public Health and Population (MSPP) relating to: sexual, reproductive, maternal, newborn, child and adolescent health, nutrition, family planning, emerging infectious diseases and public health threats, HIV health care, and water, sanitation and hygiene practices, among other things. USAID envisions that by the end of this Activity, targeted beneficiaries (including individuals, communities, as well as health sector workers and service delivery providers) will be exposed to tailored interventions that approach audiences holistically in a way that reflects their reality rather than a division by health topic. The interventions will be geared towards improving relevant knowledge, attitudes, practices (KAP), beliefs and norms, and quality of service delivery in geographic and programmatic areas where interventions are implemented - before, during, and after service delivery.

Approaches that may contribute to successfully achieving Result 1 include those that:

- engage with communities, in particular youth, to identify priority health behaviors that should be targeted by the Activity and underlying factors that influence them (including gender and climate change), as well as key entry/leverage points for meaningful change.
- draw on existing evidence and continue to advance knowledge on the interdependence of certain positive health behaviors and practices.
- harmonize high quality health communication messages and interventions that are responsive to needs at the local level, including shifting away from traditional disease-based messaging to targeted audience-specific programming.
- scale up existing successful approaches that have been implemented in Haiti by USAID, MSPP, and other actors, and that can rapidly pilot and assess new approaches
- improve on the SBC approaches and materials being used by implementing partners in other USG-funded and other donor activities

- prioritize localized learning, such as participatory research including case studies, feedback studies, listening surveys, special surveys, and exit interviews, and social media monitoring to feed directly into SBC design and adaptation.

- providing recommendations to implementing partners of other USAID service-delivery activities, MSPP, and medical and non-medical staff at healthcare facilities, and health system managers, etc. on using choice architecture and nudges, and adaptations/adjustments that could enhance the service delivery environment.

- support healthcare workers by focusing on provider behavior change and addressing biases and other barriers to quality care, for example efforts centered on improving respectful maternity care.

Some illustrative interventions and resources that may help guide implementation under this Result include:

- Tulonge Afya integrated SBC activity in Tanzania (2017-2022) which used community-based platforms segmented by life stage, mass media and linkage to service delivery partners
- Empathways tool foster empathy and trust between young clients and service providers
- I CAN SBC initiative in Malawi and Zimbabwe aimed as reframing HIV treatment
- High-Impact Practices in Family Planning (HIPs) Digital Health for Social and Behavior Change: New technologies, new ways to reach people
- Knowledge, Beliefs, Attitudes, and Self-efficacy: strengthening an individual's ability to achieve their reproductive intentions
- SBC Family Planning Evidence Database Brief: Circle of Care: Social and Behavior Change During Services
- Key Principles of Designing SBCC for Health Services

Result 2: Capacity of local actors to collect and utilize evidence and implement integrated SBC approaches improved

USAID values local actors' knowledge, respects their expertise, and recognizes their commitment and integrity. Local actors are critical in bringing changes in their communities.[10] Consequently, the focus under Result 2 is ensuring a system-wide incorporation of behavioral science approaches in the health sector by improving research and data collection, analysis, and utilization of SBC evidence by local actors. This includes an enhanced capacity of organizations and government entities - such as health sector workers, local civil society, faith based, and private sector organizations, education sector actors, the Ministry of Public Health and Population/*Direction de Promotion de la Santé et de Protection de l'Environnement (MSPP/DPSPE)* and *Comité d'appui au développement de Matériels éducatifs* (MSPP/CADME) - to

[10] USAID Localization Strategy: https://www.usaid.gov/sites/default/files/2022-12/USAIDs_Localization_Vision-508.pdf

conduct research, design, and manage integrated SBC interventions. Increasing the ability of MSPP and other actors to develop and monitor high quality, tailored SBC programming will maximize their impact on changing behavior. This requires alignment of this Activity with GoH strategic and policy frameworks, and development of technical, management, and leadership competencies within the GoH and local organizations. By the end of this Activity, USAID envisions that the Government of Haiti and local organizations will be better able to lead, coordinate, scale-up, and evaluate high quality SBC interventions, and that SBC will be more effectively mainstreamed as an integral element of addressing various public health issues. In addition, USAID envisions that health sector workers and managers will more effectively use SBC approaches to ensure their delivery of services accounts for local contexts and targeted priority behaviors.

Approaches that may contribute to successfully achieving Result 2 include those that:

- identify and address key SBC leadership challenges and enhance SBC technical capacity for the MSPP, local health implementing partners and stakeholders to design integrated SBC interventions, including through internships, fellowships, and on-the-job training.[11]

- improve coordination of health SBC interventions, including reaching consensus on adoption of a national integrated SBC approach.

- engage at the policy level to ensure systems reform, including on issues of gender and equity within the health sector and patients/clients in the community.

- consider current shortfalls and gaps in understanding and utilization of SBC by service providers to adapt service delivery to account for local contexts and priority behaviors.

- leverage local actors' skills and abilities to develop qualitative research tools and interpret results, that can better inform GoH, USAID, and implementing partner priorities and interventions.
- foster vibrant communities of practice at the national, regional and community levels that support improved evidence-based programming and continued innovation.

Some illustrative interventions and resources that may help guide implementation under this Result include:

- Using after-action reviews to learn and improve SBC programs - lessons from Guyana
- E-course Introduction au Changement Social et de Comportement
- Real-Time Tracking of COVID-19 Rumors Using Community Based Methods in Côte d'Ivoire

[11] See Johns Hopkins University, A Model for Building the Capacity of the Next Generation of SBC Professionals, 2023, and Social and Behavior Change Communication for Frontline Health Workers

- Using social listening and social media monitoring in Francophone West Africa to inform SBC programs
- How to Conduct a Rapid Community Assessment
- Behavioural and social drivers of vaccination: tools and practical guidance for achieving high uptake
- Social & Behavior Change Strategy to Enhance Resilience: Taking Proactive Steps to Improve Demand for and Use of Quality Health Services in Fragile Settings

IV. RELATIONSHIP TO USAID PRIORITIES

The Activity will contribute to USAID/Haiti's goal that "*Haitians are more engaged in creating and sustaining a more resilient, prosperous, and democratic future*"; Development Objective (DO) 1: Haiti is more resilient to shocks and stresses and DO 3: Governance that is more responsive to citizens' needs; and Intermediate Result (IR) 1.3: Increased capacity of systems to support Haitians when shocks and stress occur and IR 3.1: Provision of public services improved of USAID/Haiti's Strategic Framework 2022-2024 approved on December 23, 2020.[12] USAID engages with local actors and regards them as partners rather than as agents and beneficiaries. Through this Activity, USAID envisions expanding the share of its programs that are locally led, in which a diverse group of local actors define priorities.

V. GUIDING PRINCIPLES

USAID considers the following to be characteristics of a successful Activity:

- ***Equitable, strategic partnerships and local resources:*** Promoting equitable and collaborative relationships among implementing partners, including prime awardees and their sub-partners, as well as including local, regional and/or international non-governmental and private sector organizations as both beneficiaries and implementing partners, to draw on their local knowledge, expertise, and relationships, and institutionalize change responsive to local needs. This includes engagement with cultural gatekeepers and other sources of local knowledge to deepen understanding of social norms, contexts, and risk factors in different regions of the country. Many health sector partners are successfully engaging local communities and private sector actors in health communication activities.

- ***Collaboration with Other Activities:*** Coordinating with other USAID implementing partners working in relevant sectors, in particular USAID/Haiti health implementing partners, and/or implementing partners of other donors, in order to implement SBC interventions in collaboration with them within health service facilities and with stakeholders that they support. This will complement and avoid duplicating other efforts, as well as build their capacity to implement integrated SBC health interventions and adapt them as needed for specific priority populations.

[12] *USAID/Haiti Strategic Framework 2020-2024*

- ***Country ownership:*** Ensuring GoH leadership in the coordination of all health sector activities to ensure sustainability and institutionalize capacity building support, in particular to ensure that initiatives and that interventions reflect health sector priorities and are embedded in the health system.

- ***Inclusion and gender equity****:* Consideration of how gender norms, decision-making practices, and gender-based violence (GBV) play a role in service delivery, access to messages and services, resources, treatment and subsequent health outcomes, and how programming will affect/be affected by gender dynamics. In addition, consideration of how current service delivery attitudes and practices may reinforce stereotypes and marginalization of individuals based on disability status, health status, geography, socio-economic limitations, and ensuring that all interventions are inclusive of all beneficiaries. Additional information and guidance on inclusion and gender equity are outlined in Section IX below.

- ***Youth and adolescent engagement and empowerment:*** Prioritizing the engagement of youth and adolescents, including emancipated minors, in the design and implementation of interventions, in particular in reproductive health and HIV programming. Additional information and guidance on youth and adolescent engagement are outlined in Section IX below.

- ***Effective Technology Use:*** Relying on evidence-based and cost-effective use of technology and innovations in digital communication, as well as utilizing no-tech and low-tech approaches where appropriate.

- ***Adaptation, Flexibility and Learning:*** Planning for piloting/testing then refining/scaling up interventions, and continually assessing whether the timing, selected approach, participants, location, etc. are still appropriate, effective, and achieving the anticipated results. This includes seeking new opportunities and shifting methodologies if a particular approach is not yielding results or is no longer optimal due to external shocks and change of circumstances (eg. shifts in GoH needs and priorities, and security, political and environmental challenges), and pivoting levels of support for different interventions depending on need, new opportunities, and comparative advantage.

- ***Sustainability:*** Ensuring the sustainability of interventions and partnerships beyond the life of the activity, including through financially sustainable commitments, and prioritizing the integration of materials and resources within the health system to ensure institutionalization and standardization, particularly in light of continually evolving GoH priorities, emerging public health threats, and other external shocks, including the security situation. Effective sustainability is achieved through systemic changes in Haitian institutions that will continue to improve beyond the life of the award, even as individual interventions are phased out.

VI. GEOGRAPHIC SCOPE

Under their bilateral agreement with the Government of Haiti, the U.S. Government has committed to support improved health service delivery to a significant portion of the population in Haiti within a certain number of primary health care facilities and in hard-to-reach geographic regions. For over three decades, USAID-supported service delivery projects have been implementing activities in all ten departments targeting the most vulnerable within their communities.

The Activity is designed to have national coverage and will support multi-channel efforts (electronic and non-electronic), including mass media initiatives that are national in reach. However, in some instances, the Activity may work with selected partners to target and tailor interventions to specific Haitian contexts and cultures. Interventions, whether national or targeted, will ensure appropriate coverage and reach to achieve impact on priority health outcomes. The Activity will support implementation by other partners by developing and adapting evidence-based SBC approaches and materials.

VII. MONITORING, EVALUATION AND REPORTING

The Activity will implement rigorous performance management and learning to guide decision-making within the program and contribute to the global community of practice. In particular, the Activity will support a robust learning agenda to strengthen project implementation, document impact, and contribute to the knowledge base relating to health communication. It will also ensure the dissemination results to the MSPP, the Mission, USAID partners, and stakeholders.

[END OF SECTION A]

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SECTION B: FEDERAL AWARD INFORMATION

1. Estimate of Funds Available and Number of Awards Contemplated

USAID intends to award one (1) Cooperative Agreement pursuant to this notice of funding opportunity. Subject to funding availability and at the discretion of the Agency, USAID intends to provide $10,000,000 in total USAID funding over a five (5) year period.

2. Expected Performance Indicators, Targets, Baseline Data, and Data Collection

Please see SECTION F; 3. Reporting Requirements

3. Start Date and Period of Performance for Federal Awards

The anticipated period of performance is five (5) years. The estimated start date will be upon the signature of the award, on or about.

4. Substantial Involvement

USAID/Haiti will approve the recipient's implementation plans (e.g., annual work plan, monitoring and evaluation plan, branding strategy and marking plan, etc.) during performance.

- **Agency approval of applicant key personnel, sub-awards and service agreements, and plans** (e.g., implementation, procurement, AMELP, capacity development, closeout) prior to and throughout the award;
- **The Agency's ability to immediately halt an activity** if the recipient does not meet detailed performance specifications;
- **Agency and recipient collaboration or joint participation**, such as when the recipient's successful accomplishment of program objectives would benefit from USAID's technical knowledge.
- **Agency monitoring to permit specific kinds of direction or redirection of the work** because of the interrelationships with other projects or activities.

5. Authorized Geographic Code

The geographic code for the procurement of commodities and services under this program is **937.**

6. Nature of the Relationship between USAID and the Recipient

The principal purpose of the relationship with the Recipient and under the subject program is to transfer funds to accomplish a public purpose of support or stimulation of **the Health Service Delivery** - **Integrated Social Behavior and Change** Activity which is authorized by Federal statute.

The successful Recipient will be responsible for ensuring the achievement of the program 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.

[END OF SECTION B]

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SECTION C: ELIGIBILITY INFORMATION

1. Eligible Applicants

Eligibility is restricted to local entities. **Prime local entities may have US or non-US organizations as sub-awardees.**

Locally led development has been identified for the Health Service Delivery – Integrated Social and Behavior Change Activity because changing social norms and behaviors requires in-depth knowledge and connections within the targeted communities. Restricting eligibility to local entities for this activity supports USAID's Localization Vision and Approach, which seeks to expand the share of USAID programming that is locally led, and that engages with local actors as partners rather than as agents and beneficiaries.

Only local entities as defined below are eligible for award. USAID defines a "local entity" in ADS 303.6(b) as an individual, a corporation, a nonprofit organization, or another body of persons that:

(1) Is legally organized under the laws of; and

(2) Has as its principal place of business or operations in; and

(3) Is
   a) majority owned by individuals who are citizens or lawful permanent residents of; and

   b) managed by a governing body the majority of who are citizens or lawful permanent residents of the country receiving assistance.

For purposes of this definition, 'majority owned' and 'managed by' include, without limitation, beneficiary interests and the power, either directly or indirectly, whether exercised or exercisable, to control the election, appointment, or tenure of the organization's managers or a majority of the organization's governing body by any means.

USAID welcomes applications from organizations that have not previously received financial assistance from USAID.

Faith-based organizations who meet the criteria of being local entities are eligible to apply for federal financial assistance on the same basis as any other organization and are subject to the protections and requirements of Federal law.

2. Cost Sharing or Matching

USAID has established a mandatory minimum recipient cost share of three percent (3%) of projected award amount. Such funds may be provided directly by the recipient; other

multilateral, bilateral, and foundation donors; host governments; and local organizations, communities and private businesses that contribute financially and in-kind to implementation of activities at the country level. This may include contribution of staff level of effort, office space or other facilities or equipment which may be used for the program, provided by the recipient.

For guidance on cost sharing in grants and cooperative agreements see 2 CFR 200.306, the Standard Provisions and ADS 303.3.10.3.

3. Other

Covered Telecommunication and Video Surveillance Equipment or Services

In accordance with the cost principles in 2 CFR § 200.471, obligating or expending costs for covered telecommunications and video surveillance services or equipment or services as described in 2 CFR § 200.216 are unallowable. Recipients and subrecipients are prohibited from using award funds, including direct and indirect costs, cost share and program income, for such covered telecommunications and video surveillance services or equipment, except as otherwise authorized in the award.

Please see the Standard Provision entitled "Prohibition on Certain Telecommunication and Video Surveillance Services or Equipment (July 2022).

[END OF SECTION C]

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SECTION D: APPLICATION AND SUBMISSION INFORMATION

1. Agency Point of Contact

Edel Perez-Campos
Agreement Officer
USAID/Haiti
Port-au-Prince, Haiti
Email: eperez@usaid.gov

Sandra Ricot
A&A Specialist
USAID/Haiti
Port-au-Prince, Haiti
Email: sricot@usaid.gov

2. Questions and Answers

Questions regarding this NOFO should be submitted to the following email addresses: sricot@usaid.gov, eperez@usaid.gov; and usaidhaitioaa@usaid.gov no later than the date and time indicated on the cover letter, as amended. 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.

3. General Content and Form of Application

Preparation of Applications:

Each applicant must furnish the information required by this NOFO.

Overview of Application Process

The award process under this NOFO will use a phased approach that will capitalize on local expertise. The purpose of this process is to identify the application with the best technical approach that will have the greatest chance of achieving the objectives of the Activity.

The selection process will go through the **three (3)** following phases:

Phase 1: Technical Application and Summary Budget - The applicant submits its Technical Application and Summary Budget per the Application Instructions outlined below. All applications received will be evaluated by a Selection Committee for responsiveness to the merit review/evaluation criteria outlined in Section E.

Phase 2: Co-Creation - The highest rated applicant (the "Apparently Successful Applicant)" will be invited by USAID for a virtual and/or in-person co-creation and collaboration process to identify and develop the activities that will help achieve the results desired under this NOFO. This process will ensure that local perspectives and priorities are at the center of the Activity. Proposed sub-awardees may also attend the co-creation sessions.

Phase 3: Final Package - Following the co-creation phase, if successful, the Apparently Successful Applicant will be invited by USAID to submit a Final Package that includes the finalized Technical Application that incorporates the discussions, ideas, feedback, and agreed upon changes from the co-creation; a Business (Cost) Application; a Branding Strategy and Marking plan; and other documents required per the Application Instructions below. **Upon request, only the Apparently Successful Applicant should submit these additional documents to USAID.**

Notes: USAID may cancel the negotiation(s) and award process at no cost to the Government. USAID's communication during the co-creation process provided by this NOFO should not be interpreted as a commitment to making an award of USAID funding. Further, USAID's request for a Final Package does not constitute an award commitment on the part of the Government. Applicants are advised that participation in any phase of the NOFO process is entirely at their own risk; the Government is not responsible for any costs incurred by the applicant prior to an award. A commitment to an award of USAID funding is only made when an award agreement is signed.

Applications must be submitted in two separate parts: the Technical Application and the Summary Budget in ***Phase 1***. This subsection addresses general content requirements applying to the overall application process. Please see subsections 5 and 6, below, for information on the content specific to the Technical Application, Summary Budget for ***Phase 1***, and to the Final Package including Business (Cost) application ***for Phase 3***.

The Technical application must address technical aspects only while the Summary Budget and subsequently the Business (Cost) Application must present the costs, and address risk and other related issues.

Both the Technical and Business (Cost) Applications must include a cover page containing the following information:

- Name of the organization(s) submitting the application;
- Identification and signature of the primary contact person (by name, title, organization, mailing address, telephone number and email address) and the identification of the alternate contact person (by name, title, organization, mailing address, telephone number and email address);
- Program name
- Notice of Funding Opportunity number
- Name of any proposed sub-recipients or partnerships (identify if any of the organizations are local organizations, per USAID's definition of 'local entity' under ADS 303.

Any erasures or other changes to the application must be initialed by the person signing the application. Applications signed by an agent on behalf of the applicant must be accompanied by evidence of that agent's authority, unless that evidence has been previously furnished to the issuing office.

Applicants may choose to submit a cover letter in addition to the cover pages, but it will serve only as a transmittal letter to the Agreement Officer. The cover letter will not be reviewed as part of the merit review criteria.

Applications must comply with the following:

- USAID will not review any pages in excess of the page limits noted in the subsequent sections. Please ensure that applications comply with the page limitations.
- Written in English.
- Use standard 8 ½" x 11", single sided, single-spaced, 12-point Times New Roman font, 1" margins, left justification and headers and/or footers on each page including consecutive page numbers, date of submission, and applicant's name.
- 10-point font can be used for graphs and charts. Tables, however, must comply with the 12-point Times New Roman requirement.
- Submitted via Microsoft Word or PDF formats, except budget files which must be submitted in Microsoft Excel.
- The estimated start date identified in Section B of this NOFO must be used in the cost application.
- The technical application must be a searchable and editable Word or PDF format as appropriate.
- The Cost Schedule must include an Excel spreadsheet with all cells unlocked and no hidden formulas or sheets. A PDF version of the Excel spreadsheet may be submitted in addition to the Excel version at the applicant's discretion, however, the official cost application submission is the unlocked Excel version.

Applicants must review, understand, and comply with all aspects of this NOFO. Failure to do so may be considered as being non-responsive and may be evaluated accordingly. Applicants should retain a copy of the application and all enclosures for their records.

4. Application Submission Procedures

Applications in response to this NOFO must be submitted no later than the closing date and time indicated on the cover letter, as amended. Late applications may be considered at the discretion of the Agreement Officer. Applicants must retain proof of timely delivery in the form of system generated documentation of delivery receipt date and time.

Applications must be submitted by email to sricot@usaid.gov, eperez@usaid.gov; and usaidhaitioaa@usaid.gov. Email submissions must include the NOFO number and applicant's name in the subject line heading:

"Technical Application under 72052123RFA00006 submitted by: [name of Applicant organization]."

"Summary Budget under 72052123RFA00006, submitted by: [name of Applicant organization]."

In addition, for an application sent by multiple emails, the subject line must also indicate whether the email relates to the technical or Summary Budget, and the desired sequence of the emails and their attachments (e.g., "No. 1 of 4", etc.). For example, if your technical application is being sent in two emails, the first email should have a subject line that states: "[NOFO number], [organization name], Technical Application, Part 1 of 2".

USAID's preference is that the technical application, the Summary Budget in Phase 1 and the cost application, subsequently in Phase 3, each be submitted as consolidated email attachments, e.g., that you consolidate the various parts of a technical application into a single document before sending it. 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 are unclear.

After submitting an application electronically, applicants should immediately check their own email to confirm that the attachments were indeed sent. If an applicant discovers an error in transmission, please send the material again and note in the subject line of the email or indicate in the file name if submitted via grants.gov 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.

Applicants are reminded that email is NOT instantaneous, and in some cases delays of several hours occur from transmission to receipt. Therefore, applicants are requested to send the application in sufficient time ahead of the deadline. For this NOFO, the initial point of entry to the government infrastructure is the USAID mail server.

There may be a problem with the receipt of *.zip files due to anti-virus software. Therefore, applicants are discouraged from sending files in this format as USAID/HAITI/OAA cannot guarantee their acceptance by the internet server. File size must not exceed 25MB.

5. Application Format

5.1 Phase 1 - Technical Application and Summary Budget

The technical application should be specific, complete, and presented concisely. The application must demonstrate the applicant's capabilities and expertise with respect to achieving the goals of this program. The application should take into account the requirements of the program and merit review criteria found in this NOFO.

The Technical Application should contain the following elements, described in detail below:

5.1.1 **Cover Page** (maximum 1 page; not included in 15-page limit)

5.1.2 **Executive Summary** (maximum 1 page; not included in 15-page limit)
5.1.3 **Technical Approach** (maximum 9 pages)
5.1.4 **Management Approach and Staffing** (maximum 4 pages)
5.1.5 **History of Performance** (maximum 2 pages)
5.1.6 **Annexes:** (not included in the 15-page limit):

a. **Draft Implementation Plan for Year One** in the form of a Gantt chart/spreadsheet that outlines proposed interventions. (maximum 2 pages)
b. **Organizational Chart** which shows all proposed positions and lines of reporting (maximum 1 page)
c. **Curricula Vitae (CVs)/Resumes of Key Personnel** (maximum 2 pages per individual), and **three references.**
d. **Up to two (2) recommendation letters** from persons or organizations familiar with the past or current work of the applicant. (maximum 1 page per letter)
e. **Letters of Commitment** from organizations intending to partner with the applicant (e.g., including sub-awards, private sector partnerships, etc.) in a financial or non-financial capacity, and from proposed Key Personnel. (maximum 1 page per person/sub-awardee)

The Technical Application, inclusive of the noted elements, should number a total of fifteen (15) pages.

5.1.1 Cover Page (maximum 1 page, not included in 15-page limit)

The cover page should include a) project title; b) Request for Application reference number; c) name of organization(s) applying for the agreement; d) any partnerships; and e) name and title of contact person, telephone number, fax number, address, and f) name(s) and title(s) of person(s) who prepared the application, and corresponding signatures.

5.1.2 Executive Summary (maximum 1 page, not included in the 15-page limit)

The Executive Summary should summarize the key elements of the applicant's technical application, including, but not limited to, the technical approach, the implementation plan for the full project period, the personnel and management approach and staffing plan, and any cost-sharing and/or public-private partnerships, if applicable.

5.1.3 Technical Approach (maximum 9 pages)

In the Technical Approach, applicants should address the requirements of the Activity Description including the objectives, interventions, expected results, and guiding principles. The Technical Approach should address the following points in the same order as they appear below. The applicant must provide a description of:

a) **its understanding of the problem/context** of priority health issues and behaviors, and any gaps in research/knowledge that will need to be addressed by the Activity.

b) **its proposed overall strategic and technical approach (in a concise but comprehensive way)** for achieving the objectives outlined in the Activity Description, including the different proposed behavioral science tools, methodologies and illustrative interventions that it will use to target the a) individual, household, and community level; and b) the service provider level;
c) **its approach for developing capacity at the government and local organization level**;
d) **how its proposed interventions will address different priority health issues in an integrated way**;
e) **how its approach addresses the guiding principles outlined in the Activity Description;**
f) **its approach for measurement/evaluation of progress** towards achieving the Activity results and goal, including illustrative indicators.

5.1.4 Management Approach and Staffing (maximum 4 pages)

In the Management Approach and Staffing, the applicant should describe its approach to overall management of the Activity. The Management Approach and Staffing should address the following points in the same order as they appear below:

a) **describe its capacity in management, planning, and implementation** of project activities, collaborating with other implementing partners and government counterparts and leading an effective partnership.

b) **describe its approach to addressing problems that arise during implementation**, including security risks and management of sub-awardees, and its strategy to retain Key Personnel (see below) throughout the life of the activity/contingency plan in the event any of the Key Personnel leave the activity. The applicant should also describe how flexibility and adaptability are integrated in its management approach.

c) **describe the capacity and resources of the prime applicant and any proposed sub-awardees to implement the Activity and what role they will play during implementation,** including geographic coverage, existing networks, and relationships with public and private sector stakeholders. **In particular,** the applicant must demonstrate that itself and any proposed sub-awardees collectively have (or can obtain) technical expertise in SBC across the different areas of health that are relevant to this Activity, including family planning and reproductive health; HIV; maternal, child health, and nutrition; water, sanitation and hygiene; other epidemic and emerging public health threats such as COVID-19, cholera, tuberculosis and other primary care; including consideration of gender based violence in health programs.

d) **propose individuals that they deem appropriate for the duties and responsibilities of each of the following Key Personnel positions**, along with a brief narrative that demonstrates they have the requisite skills, knowledge, expertise and experience per the position requirements outlined in Section D of this NOFO. The Activity is expected to draw upon staff with significant local experience and who deeply understand how to use

strategies, produce materials, utilize social and behavior change tools and methodologies to achieve the Activity objectives.

Key Personnel positions:

- Project Director
- Finance and Administrative Director
- Senior Behavior Change and Capacity Development Specialist

Key personnel positions and minimum qualifications are shown below.

Project Director: The Project Director is expected to be responsible for the overall planning, implementation and management of the performance of the project and to provide vision and strategic leadership as well as to establish the administrative and technical oversight framework to monitor and assure progress toward the achievement of the goals and objectives. The Project Director has the responsibility for coordination with USAID, and to ensure coordination among relevant USAID-funded projects and other relevant donor and non-governmental organization-sponsored activities. The Project Director provides guidance to senior technical staff, ensures the responsiveness and quality of all project work, and leads efforts to collaborate and coordinate with the Government of Haiti. The Project Director is intended to be a seasoned health sector professional, thoroughly familiar with the current and historic health service delivery sector in Haiti. He/she will serve as the institutional liaison and will be responsible for the design of interventions to support the capacity development of local organizations and service providers targeted by this project.

The Project Director is expected to have:

- an advanced graduate degree, master's degree or higher, ideally in health/behavioral science and policy, health policy, community health services, public health, business administration, governance, or related area;
- at least six (6) years proven experience in the administration of similar programs with skills in strategic planning, management, supervision and budgeting in Haiti;
- evidence of strong communication skills, both oral and written, to fulfill the diverse technical and managerial requirements of the agreement;
- Experience managing a high-pace multidisciplinary team to achieve development results;
- required fluency in English and French; working knowledge of Haitian Creole is highly desired.

Finance and Administration Director: The Finance and Administration Director, encouraged as local staff, manages the finance activities of the project and also supervises the procurement, finance, human resources, and administrative staff, and ensures that adequate and appropriate internal controls are in place in compliance with USAID policies and procedures to meet generally recognized accounting standards. The Director manages all bookkeeping, bank accounts and cash flow, and manages project funds for appropriate execution of the project. The DFA also has the responsibility to track project expenses and to prepare monthly financial reports and annual budget projections. He/she manages the financial and administrative aspects

of all sub-agreements under the project as well as managing all financial aspects of the project. The incumbent shall serve as the principal point of contact to USAID in these areas.

The Finance and Administration Director is expected to have:

- a minimum of a master's degree is required, ideally in finance, business administration, procurement, or related area;
- relevant experience in managing large grants with international health non-governmental organizations and/or private voluntary organizations, preferably in Haiti; at least three (3) years direct experience with staff and team management is required.
- strong oral and written communication and presentations skills in French and English; working knowledge of Haitian Creole is highly desired.

Senior Behavior Change and capacity Development Specialist: The Senior Behavior Change Specialist will lead the development and implementation of the applicant's interventions on reduction of barriers to behavior and capacity building of local stakeholders. The work will entail, among other things, conducting research and guiding the design of pilots and interventions using evidence-based behavioral science methodology; and supporting the development and delivery of training, including for local organizations, actors, and host government personnel directly involved in implementing the Activity.

The Senior Behavior Change and Capacity Development Specialist is expected to have:

- at least a master's degree, or at least ten (10) years of work experience in lieu of a master's degree, in public administration, public policy, business administration, communications, public health, international development, psychology, economics, behavioral sciences, or other relevant health or public administration background;
- at least five (5) years of demonstrated experience in needs and capacity assessments and a strong foundation in behavioral sciences;
- experience working on SBC with local organizations and/or government entities in Haiti or similar country context, preferably in the health sector;
- strong oral and written communication and presentations skills in French and English; working knowledge of Haitian Creole is highly desired.

5.1.5 History of Performance (maximum 2 pages)

The applicant will be subject to a history of performance review for demonstrated successful performance in previous and/or existing projects. Information on history of performance should be provided and should relate to the specific technical nature of the Activity and the operational context in Haiti. The applicant should demonstrate experience and success in implementing comparable activities in terms of scope, magnitude, and complexity in Haiti. The applicant should describe lessons-learned during these past experiences and how these lessons-learned informed their proposed technical approach. Additionally, if sub-awardee(s) are proposed, this same information should be provided related to their past experiences. The applicant is strongly encouraged to provide examples of significant impact of their past projects.

If the applicant encountered problems on any of the referenced Awards, it may provide a short explanation and the corrective action taken. The applicant should not provide general information on its performance. USAID reserves the right to obtain relevant information concerning an applicant's history of performance from any sources and may consider such information in its review of the applicant's risk. The Agency may request additional information and conduct a pre-award survey if it determines that it is necessary to inform the risk assessment.

5.1.6 Annex (not included in the 15-page limit)

In an Annex, the applicant is requested to include:

a) **Draft Implementation Plan for Year One** in the form of a Gantt chart/spreadsheet that outlines proposed interventions. (maximum 2 pages)
b) **Organizational Chart** which shows all proposed positions and lines of reporting (maximum 1 pages)
c) **Curricula Vitae (CVs)/Resumes of Key Personnel** (maximum 2 pages per individual), and names and contact details of **three references for each candidate.**
d) **Up to two recommendation letters** from persons or organizations familiar with the past or current work of the applicant (maximum 1 page per letter)
e) **Letters of Commitment** from organizations intending to partner with the applicant (e.g. including sub-awards, private sector partnerships, etc.) in a financial or non-financial capacity, and from proposed Key Personnel. (maximum 1 page per person/sub-awardee)

5.1.7. Summary Budget - Phase 1

The Summary Budget must be submitted separately from the Technical Application using the budget format shown in the SF-424A. The Standard Form 424A can be accessed electronically at https://www.grants.gov/web/grants/forms/sf-424-family.html.

The full cost application will be only requested from the apparently successful applicant.

5.2 Phase 2 - Co-creation

The highest rated applicant (the "Apparently Successful Applicant)" will be invited by USAID for a virtual and/or in-person co-creation and collaboration process. This will allow the applicant to identify and develop the activities that will help achieve the results desired under this NOFO based on the discussions during the co-creation sessions. It will also be an opportunity to discuss USAID processes and requirements.

5.3 Phase 3 - Final Package Instructions

During Phase 3, the final Technical Application, as well as the following documents outlined in section 6 below. The instructions for the final Technical Application will be provided in the

invitation letter. These documents should be submitted **only** by the Apparently Successful Applicant upon request from USAID after a successful co-creation process.

6. Business (Cost) Application Format
Phase 3 - Apparently Successful Applicant

The Business (Cost) Application must be submitted separately from the Technical Application. While no page limit exists for the full cost application, the apparently successful applicant is encouraged to be as concise as possible while still providing the necessary details. The business (cost) application must illustrate the entire period of performance, using the budget format shown in the SF-424A.

Prior to award, the apparently successful applicant may be required to submit additional documentation deemed necessary for the Agreement Officer to assess the applicant's risk in accordance with 2 CFR 200.206. The applicant should not submit any additional information with their initial application.

The Cost Application must contain the following sections (which are further elaborated below this listing with the letters for each requirement):

a) Cover Page (See Section D.3 above for requirements)

b) SF 424 Form(s)

The applicant must sign and submit the cost application using the SF-424 series. Standard Forms can be accessed electronically at www.grants.gov or using the following links:

Instructions for SF-424	http://www.grants.gov/web/grants/form-instructions/sf-424-instructions.html
Application for Federal Assistance (SF-424)	https://www.grants.gov/web/grants/forms/sf-424-family.html
Instructions for SF-424A	http://www.grants.gov/web/grants/form-instructions/sf-424a-instructions.html
Budget Information (SF-424A)	https://www.grants.gov/web/grants/forms/sf-424-family.html
Instructions for SF-424B	http://www.grants.gov/web/grants/form-instructions/sf-424b-instructions.html
Assurances (SF-424B)	https://www.grants.gov/web/grants/forms/sf-424-family.html

c) Required Certifications and Assurances

The apparently successful applicant must complete the following documents and submit a signed copy with their application.

(1) "Certifications, Assurances, Representations, and Other Statements of the Recipient" ADS 303mav document found at https://www.usaid.gov/ads/policy/300/303mav
(2) Assurances for Non-Construction Programs (SF-424B)
(3) 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).

Note: Effective August 13, 2020, recipients and subrecipients are prohibited from using grant funds, including **direct and indirect costs**, **program income**, and any **cost share**, for covered telecommunication equipment or services to:

(1) Procure or obtain, extend, or renew a contract to procure or obtain;

(2) Enter into a contract (extend or renew a contract to procure); or

(3) Obtain the equipment, services, or systems.

Additional information regarding this regulation and the prohibited companies can be found in ADS 303.3.35.2 "Covered Telecommunication and Video Surveillance Equipment or Services."

d) Budget and Budget Narrative

The Budget must be submitted as one unprotected Excel file (MS Office 2000 or later versions) with visible formulas and references and must be broken out by project year, including itemization of the federal and non-federal (cost share) amount. Files must not contain any hidden or otherwise inaccessible cells. Budgets with hidden cells lengthen the cost analysis time required to make award, and may result in a rejection of the cost application. The Budget Narrative must contain sufficient detail to allow USAID to understand the proposed costs. The applicant must ensure the budgeted costs address any additional requirements identified in Section F, such as Branding and Marking. The Budget Narrative must be thorough, including sources for costs to support USAID's determination that the proposed costs are fair and reasonable.

The Budget must include the following worksheets or tabs, and contents, at a minimum:

- Summary Budget, inclusive of all program costs (federal and non-federal), broken out by major budget category and by year for activities implemented by the applicant and any

potential sub-applicants for the entire period of the program. (**See Section H, Annex 1 for Summary Budget Template)**

- Detailed Budget, including a breakdown by year, sufficient to allow the Agency to determine that the costs represent a realistic and efficient use of funding to implement the applicant's program and are allowable in accordance with the cost principles found in 2 CFR 200 Subpart E.
- Detailed Budgets for each sub-recipient, for all federal funding and cost share, broken out by budget category and by year, for the entire implementation period of the project.

The Detailed Budget must contain the following budget categories and information, at a minimum:

1) Salaries and Allowances – Must be proposed consistent with 2 CFR 200.430 Compensation - Personal Services. The applicant's budget must include position title, salary rate, level of effort, and salary escalation factors for each position. Allowances, when proposed, must be broken down by specific type and by position. Applicants must explain all assumptions in the Budget Narrative. The Budget Narrative must demonstrate that the proposed compensation is reasonable for the services rendered and consistent with what is paid for similar work in other activities of the applicant. Applicant must provide their established written policies on personnel compensation. If the applicant's written policies do not address a specific element of compensation that is being proposed, the Budget Narrative must describe the rationale used and supporting market research.

2) Fringe Benefits – (if applicable) If the applicant has a fringe benefit rate approved by an agency of the U.S. Government, the applicant must use such rate and provide evidence of its approval. If an applicant does not have a fringe benefit rate approved, the applicant must propose a rate and explain how the applicant determined the rate. In this case, the Budget Narrative must include a detailed breakdown comprised of all items of fringe benefits (e.g., superannuation, gratuity, etc.) and the costs of each, expressed in U.S. dollars and as a percentage of salaries.

3) Travel and Transportation – Provide details to explain the purpose of the trips, the number of trips, the origin and destination, the number of individuals traveling, and the duration of the trips. Per Diem and associated travel costs must be based on the applicant's normal travel policies. When appropriate please provide supporting documentation as an attachment, such as company travel policy, and explain assumptions in the Budget Narrative.

4) Procurement or Rental of Goods (Equipment & Supplies), Services, and Real Property – Must include information on estimated types of equipment, models, supplies and the cost per unit and quantity. The Budget Narrative must include the purpose of the equipment and supplies and the basis for the estimates. The Budget Narrative must support the necessity of any rental costs and reasonableness in light of such factors as: rental costs of comparable property, if any; market conditions in the area; alternatives available; and the type, life expectancy, condition, and value of the property leased.

5) Subawards – Specify the budget for the portion of the program to be passed through to any subrecipients. See 2 CFR 200 for assistance in determining whether the sub-tier entity is a subrecipient or contractor. The subrecipient budgets must align with the same requirements as the applicant's budget, including those related to fringe and indirect costs.

6) Construction – If applicable (See ADS 303.3.30)

7) Other Direct Costs – This may include other costs not elsewhere specified, such as report preparation costs, passports and visas fees, medical exams and inoculations, as well as any other miscellaneous costs which directly benefit the program proposed by the applicant. The applicant should indicate the subject, venue and duration of any proposed conferences and seminars, and their relationship to the objectives of the program, along with estimates of costs. Otherwise, the narrative should be minimal.

8) Indirect Costs – Applicant must indicate whether they are proposing indirect costs or will charge all costs directly. In order to better understand indirect costs please see Subpart E of 2 CFR 200.

The application must identify which approach they are requesting and provide the applicable supporting information. Below are the most commonly used Indirect Cost Rate methods:

Method 1 - Direct Charge Only
Eligibility: Any applicant
Initial Application Requirements: See above on direct costs

Method 2 - Negotiated Indirect Cost Rate Agreement (NICRA)
Eligibility: Any applicant with a NICRA issued by a USG Agency must use that NICRA
Initial Application Requirements: If the applicant has a current NICRA, submit your approved NICRA and the associated disclosed practices. If your NICRA was issued by an Agency other than USAID, provide the contact information for the approving Agency. Additionally, at the Agency's discretion, a provisional rate may be set forth in the award subject to audit and finalization. See USAID's Indirect Cost Rate Guide for Non Profit Organizations for further guidance.

Method 3 - De minimis rate of 10% of modified total direct costs (MTDC)
Eligibility: Any applicant that does not have a current NICRA
Initial Application Requirements: Costs must be consistently charged as either indirect or direct costs, but may not be double charged or inconsistently charged as both. If chosen, this methodology once elected must be used consistently for all Federal awards until such time as a non-Federal entity chooses to negotiate an indirect rate, which the non-Federal entity may apply to do at any time. The applicant must describe which cost elements it charges indirectly vs. directly. See 2 CFR 200 for further information.

Method 4 - Indirect Costs Charged As A Fixed Amount

Eligibility: Non-U.S. non-profit organizations without a NICRA may request, but approval is at the discretion of the AO.

Initial Application Requirements: Provide the proposed fixed amount and a worksheet that includes the following:

- Total costs incurred by the organization for the previous fiscal year and estimates for the current year. Guidance *to AO: If the indirect costs are expected to be minimal or easily attributed to performance of a USAID agreement, the AO should delete this first bullet.*
- Indirect costs (common costs that benefit the day-to-day operations of the organization, including categories such as salaries and expenses of executive officers, personnel administration, and accounting, or that benefit and are identifiable to more than one program or activity, such as depreciation, rental costs, operations and maintenance of facilities, and telephone expenses) for the previous fiscal year and estimates for the current year.
- Proposed method for prorating the indirect costs equitably and consistently across all programs and activities of using a base that measures the benefits of that particular cost to each program or activity to which the cost applies.

If the applicant does not have an approved NICRA and does not elect to utilize the 10% de minimis rate, the Agreement Officer will provide further instructions and may request additional supporting information, including financial statements and audits, should the application still be under consideration after the merit review. USAID is under no obligation to approve the applicant's requested method.

9) Cost Sharing – The apparently successful applicant should estimate the amount of cost-sharing resources to be provided over the life of the agreement and specify the sources of such resources, and the basis of calculation in the budget narrative. The Applicant should also provide a breakdown of the cost share (financial and in-kind contributions) of all organizations involved in implementing the resulting award.

e) Prior Approvals in accordance with 2 CFR 200.407

Inclusion of an item of cost in the detailed application budget does not satisfy any requirements for prior approval by the Agency. If the applicant would like the award to reflect approval of any cost elements for which prior written approval is specifically required for allowability, the applicant must specify and justify that cost. See 2 CFR 200.407 for information regarding which cost elements require prior written approval.

f) Approval of Subawards

The apparently successful applicant must submit information for all subawards that it wishes to have approved at the time of award. For each proposed subaward the applicant must provide the following:

- Name of organization
- **Unique Entity Identifier (UEI)**
- Confirmation that the subrecipient does not appear on the Treasury Department's Office of Foreign Assets Control (OFAC) list
- Confirmation that the subrecipient does not have active exclusions in the System for Award Management (SAM)
- Confirmation that the subrecipient is not listed in the United Nations Security designation list
- Confirmation that the subrecipient is not suspended or debarred
- Confirmation that the applicant has completed a risk assessment of the subrecipient, in accordance with 2 CFR 200.332(b)
- Any negative findings as a result of the risk assessment and the applicant's plan for mitigation.

g) Unique Entity Identifier (UEI) and SAM Registration

On April 4, 2022, the federal government stopped using the DUNS Number to uniquely identify entities. Now, entities doing business with the federal government use the **Unique Entity ID** created in **SAM.gov**. The Unique Entity ID is a 12-character alphanumeric identifier used in SAM.gov and other federal government systems to identify a unique entity.

Applicants must obtain a Unique Entity Identifier (UEI) and register in the System for Award Management (SAM) (https://sam.gov/) in order to be eligible to receive federal assistance, such as grants and cooperative agreements. **Unless an exemption applies (see ADS 303maz), applicants must be registered in SAM prior to submitting an application for award for USAID's consideration.**

Recipients must maintain an active SAM registration while they have an active award. Each applicant (unless the applicant is an individual or entity that is exempted from UEI/SAM requirements under 2 CFR 25.110) is required to:

1. Provide a valid UEI for the applicant and all proposed sub-recipients;
2. Be registered in SAM before submitting its application.
3. 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.

The registration process may take many weeks to complete. Therefore, applicants are encouraged to begin the process early. If an applicant has not fully complied with the requirements above by the time USAID is ready to make an award, USAID may determine that the applicant is not qualified to receive an award and use that determination as a basis for making an award to another applicant.

Applicants can find additional resources for registering in SAM, including a Quick Start Guide and a video, on https://sam.gov

h) History of Performance

The apparently successful applicant must provide information regarding its recent history of performance for all its cost-reimbursement contracts, grants, or cooperative agreements involving similar or related programs, not to exceed five (5) years, as follows:
• Name of the Awarding Organization;
• Award Number;
• Activity Title;
• A brief description of the activity;
• Period of Performance;
• Award Amount;
• Reports and findings from any audits performed in the last 5 years}; and
• Name 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 including telephone number, and e-mail address for each proposed individual.

If the applicant encountered problems on any of the referenced Awards, it may provide a short explanation and the corrective action taken. The applicant should not provide general information on its performance. USAID reserves the right to obtain relevant information concerning an applicant's history of performance from any sources and may consider such information in its review of the applicant's risk. The Agency may request additional information and conduct a pre-award survey if it determines that it is necessary to inform the risk assessment.

i) Branding Strategy & Marking Plan

The apparently successful applicant will be asked to provide a Branding Strategy and Marking Plan to be evaluated and approved by the Agreement Officer and incorporated into any resulting award.

Branding Strategy – Assistance (June 2012)

a. Applicants recommended for an assistance award must submit and negotiate a "Branding Strategy," describing how the program, project, or activity is named and positioned, and how it is promoted and communicated to beneficiaries and host country citizens.

b. The request for a Branding Strategy, by the Agreement Officer from the applicant, confers no rights to the applicant and constitutes no USAID commitment to an award.

c. Failure to submit and negotiate a Branding Strategy within the time frame specified by the Agreement Officer will make the applicant ineligible for an award.

d. The applicant must include all estimated costs associated with branding and marking USAID programs, such as plaques, stickers, banners, press events, materials, and so forth, in the budget portion of the application. These costs are subject to the revision and negotiation with the Agreement Officer and will be incorporated into the Total Estimated Amount of the grant, cooperative agreement or other assistance instrument.

e. The Branding Strategy must include, at a minimum, all of the following:

(1) All estimated costs associated with branding and marking USAID programs, such as plaques, stickers, banners, press events, materials, and so forth.

(2) The intended name of the program, project, or activity.

(i) USAID requires the applicant to use the "USAID Identity, "comprised of the USAID logo and brandmark, with the tagline "from the American people" as found on the USAID Web site athttp://www.usaid.gov/branding, unless Section VI of the RFA or APS states that the USAID Administrator has approved the use of an additional or substitute logo, seal, or tagline.

(ii) USAID prefers local language translations of the phrase "made possible by (or with) the generous support of the American People" next to the USAID Identity when acknowledging contributions.

(iii) It is acceptable to cobrand the title with the USAID Identity and the applicant's identity.

(iv) If branding in the above manner is inappropriate or not possible, the applicant must explain how USAID's involvement will be showcased during publicity for the program or project.

(v) USAID prefers to fund projects that do not have a separate logo or identity that competes with the USAID Identity. If there is a plan to develop a separate logo to consistently identify this program, the applicant must attach a copy of the proposed logos. Section VI of the RFA or APS will state if an Administrator approved the use of an additional or substitute logo, seal, or tagline.

(3) The intended primary and secondary audiences for this project or program, including direct beneficiaries and any special target segments.

(4) Planned communication or program materials used to explain or market the program to beneficiaries.

(i) Describe the main program message.

(ii) Provide plans for training materials, posters, pamphlets, public service announcement, billboards, Web sites, and so forth, as appropriate.

(iii) Provide any plans to announce and promote publicly this program or project to host country citizens, such as media releases, press conferences, public events, and so forth. Applicant must incorporate the USAID Identity and the message, “USAID is from
the American People.”

(iv) Provide any additional ideas to increase awareness that the American people support this project or program.

(5) Information on any direct involvement from host-country government or ministry, including any planned acknowledgement of the host-country government.

(6) Any other groups whose logo or identity the applicant will use on program materials and related materials. Indicate if they are a donor or why they will be visibly acknowledged, and if they will receive the same prominence as USAID.

e. The Agreement Officer will review the Branding Strategy to ensure the above information is adequately included and consistent with the stated objectives of the award, the applicant's cost data submissions, and the performance plan.

f. If the applicant receives an assistance award, the Branding Strategy will be included in and made part of the resulting grant or cooperative agreement.

(END OF PRE-AWARD TERM)

Marking Plan – Assistance (June 2012)

a. Applicants recommended for an assistance award must submit and negotiate a “Marking Plan,” detailing the public communications, commodities, and program materials, and other items that will visibly bear the “USAID Identity,” which comprises of the USAID logo and brandmark, with the tagline “from the American people.” The USAID Identity is the official marking for the Agency and is found on the USAID Web site at http://www.usaid.gov/branding. Section VI of the RFA or APS will state if an Administrator approved the use of an additional or substitute logo, seal, or tagline.

b. The request for a Marking Plan, by the Agreement Officer from the applicant, confers no rights to the applicant and constitutes no USAID commitment to an award.

c. Failure to submit and negotiate a Marking Plan within the time frame specified by the Agreement Officer will make the applicant ineligible for an award.

d. The applicant must include all estimated costs associated with branding and marking USAID programs, such as plaques, stickers, banners, press events, materials, and so forth, in the budget portion of the application. These costs are subject to the revision and negotiation with the

Agreement Officer and will be incorporated into the Total Estimated Amount of the grant, cooperative agreement or other assistance instrument.

e. The Marking Plan must include all of the following:

(1) A description of the public communications, commodities, and program materials that the applicant plans to produce, and which will bear the USAID Identity as part of the award, including:

(i) Program, project, or activity sites funded by USAID, including visible infrastructure projects or other sites physical in nature;

(ii) Technical assistance, studies, reports, papers, publications, audiovisual productions, public service announcements, Websites/Internet activities, promotional, informational, media, or communications products funded by USAID;

(iii) Commodities, equipment, supplies, and other materials funded by USAID, including commodities or equipment provided under humanitarian assistance or disaster relief programs; and

(iv) It is acceptable to cobrand the title with the USAID Identity and the applicant's identity.

(v) Events financed by USAID, such as training courses, conferences, seminars, exhibitions, fairs, workshops, press conferences and other public activities. If the USAID Identity cannot be displayed, the recipient is encouraged to otherwise acknowledge USAID and the support of the American people.

(2) A table on the program deliverables with the following details:

(i) The program deliverables that the applicant plans to mark with the USAID Identity;

(ii) The type of marking and what materials the applicant will use to mark the program deliverables.

(iii) When in the performance period the applicant will mark the program deliverables, and where the applicant will place the marking;

(iv) What program deliverables the applicant does not plan to mark with the USAID Identity, and

(v) The rationale for not marking program deliverables.

(3) Any requests for an exemption from USAID marking requirements, and an explanation of why the exemption would apply. The applicant may request an exemption if USAID marking requirements would:

(i) Compromise the intrinsic independence or neutrality of a program or materials where independence or neutrality is an inherent aspect of the program and materials. The applicant must identify the USAID Development Objective, Interim Result, or program goal furthered by an appearance of neutrality, or state why an aspect of the award is presumptively neutral. Identify by category or deliverable item, examples of material for which an exemption is sought.

(ii) Diminish the credibility of audits, reports, analyses, studies, or policy recommendations whose data or findings must be seen as independent. The applicant must explain why each particular deliverable must be seen as credible.

(iii) Undercut host-country government "ownership" of constitutions, laws, regulations, policies, studies, assessments, reports, publications, surveys or audits, public service announcements, or other communications. The applicant must explain why each particular item or product is better positioned as host-country government item or product.

(iv) Impair the functionality of an item. The applicant must explain how marking the item or commodity would impair its functionality.

(v) Incur substantial costs or be impractical. The applicant must explain why marking would not be cost beneficial or practical.

(vi) Offend local cultural or social norms or be considered inappropriate. The applicant must identify the relevant norm and explain why marking would violate that norm or otherwise be inappropriate.

(vii) Conflict with international law. The applicant must identify the applicable international law violated by the marking.

f. The Agreement Officer will consider the Marking Plan's adequacy and reasonableness and will approve or disapprove any exemption requests. The Marking Plan will be reviewed to ensure the above information is adequately included and consistent with the stated objectives of the award, the applicant's cost data submissions, and the performance plan.

g. If the applicant receives an assistance award, the Marking Plan, including any approved exemptions, will be included in and made part of the resulting grant or cooperative agreement, and will apply for the term of the award unless provided otherwise.

(END OF PRE-AWARD TERM)

i) Funding Restrictions

Profit is not allowable for recipients or subrecipients under this award. See 2 CFR 200.331 for assistance in determining whether a sub-tier entity is a subrecipient or contractor.

Construction will not be authorized under this award.

USAID will not allow the reimbursement of pre-award costs under this award without the explicit written approval of the Agreement Officer.

Except as may be specifically approved in advance by the AO, all commodities and services that will be reimbursed by USAID under this award must be from the authorized geographic code specified in Section B.4 of this NOFO and must meet the source and nationality requirements set forth in 22 CFR 228.

Effective August 13, 2020, recipients as well as their sub-recipients (if applicable) must comply with Section 889 of the National Defense Authorization Act (NDAA) regarding Covered Telecommunication equipment or services. Additional information regarding this regulation can be found in ADS 303.3.35.2 "Covered Telecommunication and Video Surveillance Equipment or Services".

j) Conscience Clause

CONSCIENCE CLAUSE IMPLEMENTATION (ASSISTANCE) – SOLICITATION PROVISION.
(a) An organization, including a faith-based organization, that is otherwise eligible to receive funds under this agreement for HIV/AIDS prevention, treatment, or care—

1) Shall not be required, as a condition of receiving such assistance—

(i) to endorse or utilize a multisectoral or comprehensive approach to combating HIV/AIDS; or

(ii) to endorse, utilize, make a referral to, become integrated with, or otherwise participate in any program or activity to which the organization has a religious or moral objection; and

2) Shall not be discriminated against in the solicitation or issuance of grants, contracts, or cooperative agreements for refusing to meet any requirement described in paragraph (a)(1) above.

(b) An applicant who believes that this solicitation contains provisions or requirements that would require it to endorse or use an approach or participate in an activity to which it has a religious or moral objection must so notify the cognizant Agreement Officer in accordance with the Mandatory Standard Provision titled "Notices" as soon as possible, and in any event not later than 15 calendar days before the deadline for submission of applications under this solicitation. The applicant must advise which activity(ies) it could not implement and the nature of the religious or moral objection.

(c) In responding to the solicitation, an applicant with a religious or moral objection may compete for any funding opportunity as a prime partner, or as a leader or member of a consortium that comes together to compete for an award. Alternatively, such applicant may limit

its application to those activities it can undertake and must indicate in its submission the activity(ies) it has excluded based on religious or moral objection. The offeror's proposal will be evaluated based on the activities for which a proposal is submitted and will not be evaluated favorably or unfavorably due to the absence of a proposal addressing the activity(ies) to which it objected and which it thus omitted. In addition to the notification in paragraph (b) above, the applicant must meet the submission date provided for in the solicitation.

(END OF PRE-AWARD TERM)

k) Conflict of Interest Pre-Award Term (August 2018)

a. Personal Conflict of Interest

1. An actual or appearance of a conflict of interest exists when an applicant organization or an employee of the organization has a relationship with an Agency official involved in the competitive award decision-making process that could affect that Agency official's impartiality. The term "conflict of interest" includes situations in which financial or other personal considerations may compromise, or have the appearance of compromising, the obligations and duties of a USAID employee or recipient employee.

2. The applicant must provide conflict of interest disclosures when it submits an SF-424. Should the applicant discover a previously undisclosed conflict of interest after submitting the application, the applicant must disclose the conflict of interest to the AO no later than ten (10) calendar days following discovery.

b. Organizational Conflict of Interest

The applicant must notify USAID of any actual or potential conflict of interest that they are aware of that may provide the applicant with an unfair competitive advantage in competing for this financial assistance award. Examples of an unfair competitive advantage include but are not limited to situations in which an applicant or the applicant's employee gained access to non-public information regarding a federal assistance funding opportunity, or an applicant or applicant's employee was substantially involved in the preparation of a federal assistance funding opportunity. USAID will promptly take appropriate action upon receiving any such notification from the applicant.

(END OF PRE-AWARD TERM)

l) Additional Information

Applicants should submit additional evidence of responsibility they deem necessary for the Agreement Officer to make a determination of responsibility. The information submitted should substantiate that the Applicant:

1. Has adequate financial resources or the ability to obtain such resources as required during the performance of the award.
2. Has the ability to comply with the award conditions, taking into account all existing and currently prospective commitments of the Applicant, non-governmental and governmental.
3. 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.
4. Has a satisfactory record of integrity and business ethics; and,
5. Is otherwise qualified and eligible to receive a cooperative agreement under applicable laws and regulations (e.g., EEO).

[END OF SECTION D]

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SECTION E: APPLICATION REVIEW INFORMATION

1. Criteria

The merit review criteria prescribed here are tailored to the requirements of this particular NOFO. Applicants should note that these criteria serve to: (a) identify the significant matters which the applicants should address in their applications, and (b) set the standard against which all applications will be evaluated.

Technical and other factors will be evaluated relative to each other, as described here, and prescribed by the Technical Application Format. The Technical Application will be scored by a Merit Review Committee (MRC) using the criteria described in this section.

2. Review and Selection Process

USAID will conduct a merit review of all applications received that comply with the instructions in this NOFO.

a) Merit Review - Phase 1

Applications will be reviewed and evaluated in accordance with the following criteria shown in descending order of importance:

1. Evaluation Criteria

1.1 **Technical Approach:**
The extent to which the proposed Technical Approach demonstrates the applicant's clear and comprehensive understanding of the development challenge and applicable context and clearly describes evidence-based, realistic, and sustainable approaches that will achieve the Activity goal, results, and guiding principles specified in the NOFO.

1.2 Management Plan and Staffing:
The extent to which the proposed Management Plan and Staffing section clearly demonstrates the applicant's sound, flexible and feasible management structure, and requisite capacity of itself, proposed sub-awardees, and Key Personnel to successfully implement the Activity.

1.3 History of Performance
The extent to which the applicant's (and any proposed sub-awardees') history of performance demonstrates its successful implementation of previous activities with a similar scope, and ability to incorporate lessons learned into this Activity.

Note: The applicant's past performance will be evaluated on the basis of information contained in the application and the information that the USG obtains through other means.

2. Budget Summary review – Phase 1

The Summary Budget submitted in Phase 1 will not be rated but will be reviewed to understand the applicant's consideration of costs and its understanding of the work to be performed in the implementation of the Activity.

b) Merit Review - Phase 2

There is no merit review during the co-creation process. If the co-creation is successful and the apparently successful applicant is invited to submit a Final Package, it will be reviewed under Phase 3 per the merit review criteria outlined below.

c) Merit Review - Phase 3

The Final Package submitted by the Apparently Successful Applicant upon USAID request under Phase 3 will be evaluated based on the following:

1. Technical Application

The Technical Application received as part of the Final Package after the co-creation sessions is the most important part of consideration in making the award decision. At this stage, USAID/Haiti will evaluate the Technical Application of the Apparently Successful Applicant as ***"Acceptable"*** or ***"Unacceptable"*** based on the extent to which it adequately incorporates the discussions, ideas, feedback, and agreed upon changes from the co-creation. If co-creation and negotiations fail to improve the Apparently Successful Applicant's Technical Application, the Agreement Officer may determine the application as "unacceptable."

2. Business Review

Following the co-creation sessions, the Apparently Successful Applicant will finalize a Cost/Business Application based upon these discussions and may seek additional clarification from USAID before submitting the final Cost/Business Application. The Agency will evaluate the cost application of the applicant under consideration for an award as a result of the merit criteria review to determine whether the costs are allowable in accordance with the cost principles found in 2 CFR 200 Subpart E.

The Agency will also consider (1) the extent of the applicant's understanding of the financial aspects of the program and the applicant's ability to perform the activities within the amount requested; (2) whether the applicant's plans will achieve the program objectives with reasonable economy and efficiency; and (3) whether any special conditions relating to costs should be included in the award.

Proposed cost share, if provided, will be reviewed for compliance with the standards set forth in 2 CFR 200.306, 2 CFR 700.10, and the Standard Provision "Cost Share" for non-U.S. entities.

The AO will perform a risk assessment (2 CFR 200.206). The AO may determine that a pre-award survey is required to inform the risk assessment in determining whether the prospective recipient has the necessary organizational, experience, accounting and operational controls, financial resources, 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. Depending on the result of the risk assessment, the AO will decide to execute the award, not execute the award, or award with "specific conditions" (2 CFR 200.208).

[END OF SECTION E]

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SECTION F: FEDERAL AWARD ADMINISTRATION INFORMATION

1. Federal Award Notices

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.

The Cooperative Agreement signed by the Agreement Officer is the authorizing document, which shall be transmitted to the Recipient for countersignature to the authorized agent of the successful organization(s) electronically, to be followed by original copies for execution.

Notification will also be made electronically to unsuccessful applicants pursuant to ADS 303.3.7.1.b. USAID will consider requests for additional information pursuant to ADS 303.3.7.2.

2. Administrative & National Policy Requirements

The resulting award from this NOFO will be administered in accordance with the following policies and regulations.

For Non US organizations: ADS 303, Standard Provisions for Non-U.S. Non-governmental Organizations.

See Annex 2, for a list of the Standard Provisions that will be applicable to any awards resulting from this NOFO.

3. Reporting Requirements

3.1 Financial Reporting:

- The Recipient must submit the Federal Financial Form (FFR): (SF-425) on a quarterly basis via electronic format to the Agreement Officer's Representative (AOR) and the USAID 's Financial Management Office. The recipient must submit a copy of the FFR at the same time to the Agreement Officer (AO).

- The Recipient must submit the original and two copies of all final financial reports to the Agreement Officer's Representative (AOR) and the USAID 's Financial Management Office. The recipient must also submit an electronic version of the final Federal Financial Form (SF-425) to the Agreement Officer (AO) in accordance with paragraph above.

- On a quarterly basis, the AOR may require additional information related to financial accruals and pipeline of funds. This information will help to ensure that the activity has an adequate pipeline to conduct its programs. These reports/forms will be submitted when requested within 30 calendar days from the end of each quarter. In addition to this, Awardee will submit accruals reports to the AOR 15 days before the end of each quarter; and must contain at a minimum the following information:

    - Total funds obligated to date by USAID into the award
    - Total funds expended to date, including a breakdown of the budget categories with additional detail to be provided upon request by the AOR.
    - Pipeline (obligated funds minus expended funds)
    - Funds and time remaining in the award
    - Breakdown of expenditures by type of funding.

- **Performance Reporting**

The Recipient must submit a copy of quarterly, annual, and final performance reports to the AOR in accordance with 2 CFR 200.328. The applicant may also be required to submit other ad hoc reports as requested by USAID and/or the Office of the Global AIDS Coordinator (OGAC).

a) **Annual Implementation Plan:**

The Recipient should include a draft first year Implementation Plan within 60 days of award, which displays expected activities per month to achieve the annual performance targets, as specified in the Activity Monitoring, Evaluation, and Learning Plan (AMELP) (below). The Implementation Plan will describe activities to be conducted at a greater level of detail than in the Program Description but should cross-reference the applicable sections in the Program Description.

The Recipient must submit a final annual implementation plan within thirty (90) days of the award date. The applicant will work with the AOR throughout the annual implementation plan development process to ensure the annual implementation plan appropriately reflects activity objectives and the activity description. The annual implementation plan must detail the work to be accomplished during the upcoming year.

The due date for draft Annual Implementation Plans for subsequent years will be no later than June 1st, and final Annual Implementation Plans will be due no later than August 30th.

Annual Implementation Plans should include all sections described in the initial implementation plan. In addition, the subsequent annual implementation plans shall review the activities of the year that is ending, the activities that were implemented, the results achieved, and any problems that existed and how they were resolved. These subsequent annual plans should propose activity adjustments to reflect any lessons learned. As with the initial implementation plan, the AOR will review the plan and provide comments and recommendations to be incorporated into the final

version submitted to the AOR for approval. In addition, all substantial changes in the annual implementation plan require prior written approval of the AOR.

The Annual Implementation Plan must also include a section on **security and contingency plans** as well as **risk-based analysis** that relate to different planned interventions as well as overall management approach and monitoring.

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

The Recipient must develop a comprehensive activity monitoring, evaluation, and learning plan (AMELP) that outlines how the activity will track progress and performance, identify learning opportunities, and effectively adapt programming to anticipate and respond to challenges and opportunities as they arise. The AMELP must also demonstrate how the Activity will routinely assess the quality of data; the status of activities; whether these activities are resulting in their intended outcomes; if those outcomes are leading to the desired objectives; whether critical assumptions remain valid; and whether course corrections should be made. In addition, the AMELP should be consistent with the Mission's Performance Management Plan (PMP) and meet the Mission's needs for monitoring, evaluation, learning, collaboration, and adaptive management, including meeting external reporting requirements, such as the Mission's annual Performance Plan and Report (PPR).

The first draft of the AMELP must be submitted to the AOR within 60 days of the award and the final draft within 90 days of the award. updated regularly, prioritize gender equality and youth inclusion, and include a data management plan which describes how performance data will be collected, stored, protected, analyzed, disseminated, and reported. The plan must furthermore describe the staffing structure of roles and responsibilities for all proposed monitoring, evaluation and learning (MEL) tasks. Performance monitoring based on USAID best practices, including a balanced set of outcomes and output indicators, will be required for this Activity. Proposed indicators must meet Agency and Mission Sustainable Landscapes, Climate Change Adaptation, and Resilience reporting requirements. The AMELP must include standard indicators that are required under different streams of USAID funding. As Haiti is a country prone to natural, human-made disasters and disease outbreaks, it is expected that implementing partners may receive additional funds to respond to any outbreak of Cholera, COVID-19, and other health issues. In that regard, there will be reporting requirements for any additional and/or existing funding received.

- Finally, the Recipient must take into consideration the need for continued monitoring and evaluation of activities during the COVID-19 pandemic, security issues, natural disasters, and other shocks or stressors. Therefore, the Recipient must indicate the monitoring approaches it plans to utilize for safe execution of the AMELP and potential contingency plans for data collection in the face of shocks/stresses. The plan must explain how certain indicators will be analyzed, including any specific software that may be necessary for analysis. This is also an opportunity for the applicant to ensure a consistent data analysis

approach among multiple partners. In addition, the AMELP must describe the Activity's procedures for collecting feedback from beneficiaries; responding to feedback from beneficiaries; and reporting to USAID on beneficiary feedback.

Given the uniquely challenging operating environment, the monitoring approach must include both performance and context monitoring. Partners are responsible for collecting baseline data for their performance indicators, when applicable and needed.

Performance monitoring refers to monitoring the quantity, quality, and timeliness of activity outputs within the control of the implementer, as well as the monitoring of activity outcomes that are expected to result from the combination of these outputs. Performance monitoring includes operational monitoring such as checking back later to see if completed activities still function. For example, if an individual is trained, does he or she apply the training properly, or if a livelihood activity is supported, how much income does the activity contribute to a household?

Context monitoring is the monitoring of local conditions that may directly affect implementation and performance (such as non-USAID projects operating within the same sector or area as USAID projects). Context monitoring also monitors external factors that may directly or indirectly affect implementation and performance (such as macro-economic, social, or political conditions). Context monitoring should be used to monitor assumptions and risks identified that could affect the achievement of the activity's outcomes. In order to have a sound monitoring system, applicants will propose indicators, determine ways to set baselines, realistic targets (only for performance indicators), and effective procedures for internal data quality control.

In addition to the standard required indicators for USAID sustainable landscapes funding and GIS data, a robust Learning Agenda[13] must also be included in the AMELP. The Learning Agenda will detail the learning priority areas (or key learning questions) that will inform the entire MEL approach, including indicator and non-indicator monitoring (performance and context) and evaluation planning. A USAID-funded performance evaluation will be required for this Activity. The AMELP will need to include a description of how the applicant will work with USAID to prepare for, coordinate, and learn from the planned external evaluation.

The AMELP must consider indicator disaggregation by geographic location when feasible and useful for management purposes. When geographically disaggregated indicators are included, the MEL Plan must indicate the level of geographic detail at which the indicator data will be collected. It is recommended to collect performance data at the sub-national level (Commune, Section Communale).

Additionally, the applicant must collect and submit Activity Location Data according to the following requirements and the geographic data collection and submission standards outlined in below:

[13] *Learning Agenda*

- At a minimum, the location(s) where the Activity is implemented must be collected at the Populated Place (i.e., city or town latitude/longitude); Exact Site Location (e.g., facility latitude/longitude); and/or Exact Line or Area Feature (e.g., an area of land or a segment of roadway level.
- At a minimum, the location of the Activity's intended beneficiaries must be collected at the sub-watershed and commune levels unless the Location of Intended Beneficiaries is considered nationwide, in which case it will be collected at the country level.

The AMELP should also apply USAID's Collaboration, Learning, and Adapting (CLA) principles (see ADS 201.3.4.10)[14] to effectively collaborate with other implementing partners and integrate real time monitoring and learning back into the project strategy and program implementation. This approach must ensure that knowledge is shared not only with USAID, but also with the broader set of stakeholders, including communities, watershed groups, local government, and other donors. Within the AMELP, the applicant must demonstrate how CLA practices will be incorporated into the design of the proposed intervention as well as in implementation and show how the theory of change of the proposed solution aligns with the USAID/Haiti 2022-2024 Strategic Framework. The applicant must demonstrate how it plans to ensure that the implementing team, systems, and processes are well-developed for advancing an adaptive approach, ensuring that the learning that emerges can be translated to an adjusted activity implementation approach in collaboration with partners and USAID. The applicant will need to consider what types of regular or targeted, short, focused studies and methods will facilitate rapid activity feedback and serve as compelling evidence for developing and making in-course corrections throughout the life of the Activity.

c) Other Reporting

During the life of the award, the Recipient may be required to prepare and submit to USAID other special reports concerning specific interventions and/or analyses. These requests will be in writing and will specify the due date. The substance of this reporting may include special award interventions (including short-term consultants reports detailing interventions and findings and making recommendations as appropriate), coordination with other USAID projects, USG agencies, or coordination with other donors. USAID may also request the attendance of project staff to Partners' Meetings.

d) **Quarterly Performance Report:**

Within thirty (30) days after the end of each quarter, the applicant must submit one (1) original and one (1) copy of a performance report to the AOR. The performance reports are required to be submitted quarterly and must contain the following:

- quantitative and qualitative analysis of progress against objectives, results, and targets;
- summary of key activities planned for the next quarter;

[14] *Understanding CLA | USAID Learning Lab*

- discussion of lessons learned, good practices, and success stories;
- description of progress towards local capacity building goals, description of activities, successes, and challenges;
- Environmental Mitigation and Monitoring Report (EMMR) on the status of the environmental management conditions established in the Initial Environmental Examination (IEE) and Climate Risk Management analysis documentation (presented in a table organized per department per service delivery point) to be included in the quarterly report;
- quarterly meetings with the Agreement Officer's Representative (AOR) and the Mission Environmental Officer (MEO)/Deputy Mission Environmental Officer (DMEO) to discuss the compliance status of the project activities;
- challenges outside the scope of the Activity Description that affect implementation;
- summary table of indicators, targets, and results to date; and
- financials for the quarter and projections for the next two (2) quarters.

Furthermore, notification must be given in the case of problems, delays, or adverse conditions, which materially impair the ability to meet the objectives of the award. These notifications must include a statement of the action taken and any assistance needed to resolve the situation. Following receipt of the report, a "quarterly review" meeting with the AOR and other relevant Mission staff will be held to discuss results, challenges, and the way forward.

Annual Reports

Within ninety (90) days after the close of each award year, in accordance with 2 CFR 200.329(c), the recipient must submit to the AOR an annual report, inclusive of the final quarter report, which reflects the progress of the program activities over the last year against the work plan/performance targets. The report should indicate the outputs and impact the program is having on the target beneficiaries. Annual and cumulative to date data should be included. Anecdotal stories and case studies, pictures and any other information that gives insight into the success of the program should be included.

Final Report

The final performance report is due ninety (90) days after the expiration or termination of the award in accordance with 2 CFR 200.329(c). The final report shall include an executive summary of the applicant's accomplishments in achieving results and conclusions about areas in need of future assistance; an overall description of the applicant's activities and attainment of results by country or region, as appropriate during the life of the cooperative agreement; an assessment of the progress made toward accomplishing the objective and expected results significance of these activities; important research findings, comments and recommendations, and a fiscal report that describes how the applicant's funds were used. The report should also indicate the contextual opportunities remaining that could easily be harnessed to sustain the results of the activity.

Closeout Plan

Ninety (90) days prior to the end of the Agreement, the recipient shall submit a closeout plan to the AOR and the Acquisition and Assistance Office. The closeout plan shall include: brief program summary; brief program timeline; financial status report; final Financial Status Report timeline; latest NICRA or indirect cost rates; anticipated balance of federal funds after expiration of the instrument; final inventory of residual non- expendable property, which was acquired or furnished under the instrument; program and activity end date; recipient responsibilities during phase out; Subawardees and/or partnership phase out; status of all program audit reports per the instrument's provisions; final audit report timeline; final report timeline; personnel phase-out timeline; personnel phase-out plan; and job descriptions for personnel anticipated to serve during the closeout phase.

Reports Table

All reports must be submitted to the AO and/or the AOR by the due dates specified above and below.

Reports	**Due Date**	**Due to**
Annual Implementation Plan	First year: draft within sixty (60) days of award, final within ninety (90) days of the award date. Subsequent years: August 30th.	AOR
Activity Monitoring, Evaluation and Learning Plan (AMELP)	Draft within sixty (60 days of the award, final within ninety (90) days of the award. Updated annually and submitted to USAID for approval annually on August 30th.	AOR
Quarterly Performance Report	Within thirty (30) days after the end of each quarter	AOR

Annual Report	Within ninety (90) days after the close of each award year	AOR
Final Report	Due ninety (90) days after the expiration or termination of the award	AOR
Closeout Plan	Due Ninety (90) days prior to the end of the Agreement	AOR and AO
Branding & Marking Plan	Within 30 days of the award	AOR and AO
Development Experience Clearinghouse Requirements	Quarterly, annual, and final performance reports	AOR for clearance prior to submission to USAID'S Development Experience Clearinghouse
Gender Framework	Within 90 calendar days of the award	AOR
Security and Contingency Plan	Within 30 days of the award and updated as applicable.	AOR and AO

4. Other Requirements

4.1 Branding & Marking Plan

The apparently successful applicant will be required to submit a Branding Strategy and Marking Plan to be evaluated and approved by the Agreement Officer within 30 days of the award. A Branding Implementation Strategy and Marking Plan must be in accordance with USAID Branding and Marking Plan as required per ADS 320 at the following link: http://www.usaid.gov/policy/ads/300/.

4.2 Development Experience Clearinghouse Requirements:

Per ADS 540, "USAID maintains the DEC as its primary institutional memory resource. It provides Agency staff and development partners with accurate, comprehensive, and timely information on the Agency's development experience."

The Recipient must submit quarterly, annual, and final performance reports to the AOR for clearance prior to timely submission to USAID'S Development Experience Clearinghouse in accordance with ADS 540 requirements at the DEC website https://dec.usaid.gov/dec/home/Default.aspx .

The applicant must upload the quarterly performance reports, annual reports and the final report to the USAID's DEC within 10 business days after receiving AOR clearance by email, and then notify the AOR by email when the upload has been completed.

4.3 Gender Adolescents and Youth

Gender-based violence is a critical issue for women and girls in Haiti. Health providers at USAID-supported facilities will see incidents of GBV and overall abuse. Gender issues are central to achieving equitable, sustainable health outcomes. USAID strives to promote gender equality, in which both women and men have equal opportunity to benefit from and contribute to economic, social, cultural, and political development; enjoy socially valued resources and rewards; and realize their human rights.

The Activity must therefore account for gender differentiated rights, roles, and responsibilities in developing strategies and interventions, while also supporting positive gender roles for women, especially young women, and men within communities. The Activity should include interventions focused on people living with disabilities, emancipated minors, and noting that women with disabilities are victimized at higher rates, enjoy fewer socially valued resources and rewards and are at greater risk for HIV infection, and overall abuse. Adult and young women need support to enhance their roles in decision-making and control over resources and services. Adult men and young men, especially, need assistance to redefine masculinity as being supportive and discouraging of risk behaviors. The Applicant must therefore develop gender transformative approaches that will shift how men and women interact with each other and the health system.

A Mission Gender Analysis was performed in November 2020 and is applicable to this Activity in compliance with ADS 205. Additionally, the Activity must comply with USAID's 2020 policy on Gender Equality and Women's Empowerment.

Adolescents and youth are unique clients of health care due to their rapid and varied physical, emotional and psychological changes, and the number of social determinants and ecological

factors at play in their lives, health seeking behaviors, and risk factors. Adolescents and youth represent nearly 70 percent of the population in Haiti and are an underserved population.

Establishing an understanding of equitable gender roles and conveying the negative impacts of gender based violence, which is extremely high, should begin with very young adolescents (VYA) from 10 to 14 years of age. This is the optimal time frame to initiate discussion on inequitable gender norms that perpetuate disparities and even unhealthy behaviors such as non-consensual sex, coercion, or transactional sex. This includes addressing the needs of adolescent girls for information about how to prevent both HIV and unintended pregnancy, and access family planning services. Within the youth population, the Applicant should consider prioritizing eligibility to out-of-school, high-risk youth in efforts to encourage utilization of health services and adoption of healthier behaviors.

This Activity's intervention package must include use of a multi-sectoral and gendered approach, where multi-dimensional barriers can be addressed to confront women's and youth's disempowerment and the complex factors that lead to poor health. The Applicant must include gender and youth considerations, including VYA considerations, into all Activity components to help reduce gender and age disparities in SBCC activities.

The Award Recipient must submit a Gender Framework within 90 calendar days of the award of the Sustaining Impact for Youth cooperative agreement. The exact format and content of the Gender Framework will be determined in collaboration with the AOR. This framework will be used in country-level technical assistance assignments under the project to assess the role that gender plays in participation in the health system at all levels, and how the health system affects men and women differently. This will help to ensure that gender considerations are addressed in project activities. Person-level data used for project activity monitoring or for health system measurement will be gender-disaggregated where practicable.

4.4 Environmental Compliance Requirements:

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 the Code of Federal Regulations (22 CFR 216) and in USAID's Automated Directives System Parts 201.5.10g and 204, which, in part, require the identification of 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 Applicant environmental compliance obligations under these regulations and procedures are specified in the following paragraphs:

A stand-alone Request for Categorical Exclusion (RCE), LAC-IEE-23-111 was drafted and approved on May 3, 2023, for the activities anticipated by the associated Activity Description. The RCE covers activities expected to be implemented under a cooperative agreement. USAID has determined that an RCE applies to all the proposed activities. This indicates that if these

activities are implemented subject to the specified conditions, they are expected to have no adverse effect on the environment. Any significant changes in the Activity will require an amendment of the approved RCE or an IEE.

As noted, a Categorical Exclusion is recommended for those activities that present very little to no risk of adverse environmental impact, direct or indirect. These activities, or classes of activities, fall under the following citations from 22 CFR §216.2(c)2:
i. Activities involving education, training, technical assistance or training programs except to the extent such programs include activities directly affecting the environment (such as construction of facilities, etc.);

ii. Activities involving analyses, studies, academic or research workshops and meetings;

iii. Activities involving document and information transfers;

iv. Programs involving nutrition, health care, or family planning services except to the extent designed to include activities directly affecting the environment (such as construction of facilities, water supply systems, wastewater treatment, etc.);

v. Studies, projects or programs intended to develop the capability of IP countries to engage in development planning, except to the extent designed to result in activities directly affecting the environment (such as construction of facilities, etc.).

As part of its initial implementation plan, and all annual implementation plans thereafter, the Applicant, in collaboration with the Agreement Officer's Representative (AOR) and Mission Environmental Officer or Bureau Environmental Officer, as appropriate, shall review all ongoing and planned activities under this agreement to determine if they are within the scope of the approved Regulation 216 environmental documentation. If the Applicant 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.

In addition, the Applicant 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.

4.5 Foreign Tax Reports: Foreign Tax Reports: Standard report will be issued for each Fiscal Year and delivered prior to April 16th of each year.

4.6 Development Information Solution (DIS): The Mission has established and manages a web-based performance monitoring information management system called "Development Information Solution (DIS)", to which designated USAID Staff and all implementing partners are required to submit performance results each quarter. DIS Haiti serves as a repository for all Mission-related performance indicators at the strategy, project, and activity/implementing mechanism (IM) levels. Indicator information includes, but may not be limited to, indicator definition, baseline values and time frames, targets and rationales for targets, and actual values. All USAID/Haiti implementing partners must assign a Point of Contact (POC) who will be responsible for ensuring that project information is entered into the DIS Haiti reporting system. Additional information and guidance about the DIS platform will be shared at time of award.

4.7 Local Partner Sustainability

The Activity will align with USAID/Haiti's focus on increasing local partnership and participation and making development more inclusive of marginalized and underserved groups. In accordance with the new USAID localization initiative, the applicant should incorporate strategic interventions on how to promote local partner sustainability throughout the implementation of this activity. These interventions include, but limited to, strategic and intentional decisions about why and how to assess and invest in the social and behavior change communication capacity[15] of local actors, based on a shared understanding of the principles for effective local capacity development in SBC that contribute to achieving, strengthening and sustaining SBC capacity at the local, regional and national levels.

The prime partner will report progress made to foster Local Partner Sustainability in communities by summarizing the implemented capacity building activities, the performance of local partners (and any sub-awardees), local systems in achieving and sustaining demonstrable results.

[END OF SECTION F]

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[15] *The SBCC Capacity Ecosystem*

SECTION G: FEDERAL AWARDING AGENCY CONTACT(S)

1. NOFO Points of Contact

The Point of Contact for questions is Sandra Ricot. Questions should be submitted via email to sricot@usaid.gov, with a copy to Edel Perez at eperez@usaid.gov by the deadline listed on the cover page of this NOFO.

2. Acquisition and Assistance Ombudsman

The A&A Ombudsman helps ensure equitable treatment of all parties who participate in USAID's acquisition and assistance process. The A&A Ombudsman serves as a resource for all organizations who are doing or wish to do business with USAID. Please visit this page for additional information: https://www.usaid.gov/work-usaid/acquisition-assistance-ombudsman

The A&A Ombudsman may be contacted via: Ombudsman@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. The Agreement Officer is the only individual who may legally commit the Government to the expenditure of public funds. Any award and subsequent incremental funding will be subject to the availability of funds and continued relevance to Agency programming.

Applications with Proprietary Data

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 cover page with the following:

> "This application includes data that must not be disclosed, duplicated or used – in whole or in part – for any purpose other than to evaluate this application. If, however, an award is made as a result of – or in connection with – the submission of this data, the U.S. Government will have the right to duplicate, use, or disclose the data to the extent provided in the resulting award. 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}."

Additionally, the applicant must mark each sheet of data it wishes to restrict with the following:

> "Use or disclosure of data contained on this sheet is subject to the restriction on the title page of this application."

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ANNEX 1 - SUMMARY BUDGET TEMPLATE

The template below illustrates the summary budget sample.

Cost Category	**Year 1**	**Year 2**	**Year 3**	**Year 4**	**Year 5**
Personnel					
Fringe Benefits					
Travel					
Equipment					
Supplies					
Subawards					
Construction					
Program Activities					
Other Direct Costs					
Total Direct Charges					
Indirect Charges					
TOTAL					

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ANNEX 2 - STANDARD PROVISIONS

(Note: the full text of these provisions may be found at: https://www.usaid.gov/ads/policy/300/303maa, https://www.usaid.gov/ads/policy/300/303mab, and https://www.usaid.gov/ads/policy/300/303mat). The actual Standard Provisions included in the award will be dependent on the organization that is selected (or the type of award, in the case of a fixed amount award). The award will include the latest Mandatory Provisions for either U.S. or non-U.S. Nongovernmental organizations, as appropriate**.** The award will also contain the following "required as applicable" Standard Provisions:

Please note that the resulting award will include all standard provisions (both mandatory and required as applicable) in full text.

REQUIRED AS APPLICABLE STANDARD PROVISIONS FOR NON-U.S. NONGOVERNMENTAL ORGANIZATIONS

Required	Not Required	TBD	Standard Provisions
		√	RAA1. ADVANCE PAYMENT AND REFUNDS (NOVEMBER 2020)
		√	RAA2. REIMBURSEMENT PAYMENT AND REFUNDS (DECEMBER 2014)
		√	RAA3. INDIRECT COSTS – NEGOTIATED INDIRECT COST RATE AGREEMENT (NICRA) (NOVEMBER 2020)
		√	RAA4. INDIRECT COSTS – CHARGED AS A FIXED AMOUNT (NONPROFIT) (JUNE 2012)
		√	RAA5. INDIRECT COST – DE MINIMIS RATE (NOVEMBER 2020)
√			RAA6. UNIVERSAL IDENTIFIER AND SYSTEM OF AWARD MANAGEMENT (NOVEMBER 2020)
√			RAA7. REPORTING SUBAWARDS AND EXECUTIVE COMPENSATION (NOVEMBER 2020)
		√`	RAA8. SUBAWARDS (DECEMBER 2014)
		√	RAA9. TRAVEL AND INTERNATIONAL AIR TRANSPORTATION (DECEMBER 2014)
√			RAA10. OCEAN SHIPMENT OF GOODS (JUNE 2012)
√			RAA11. REPORTING HOST GOVERNMENT TAXES (JUNE 2012)
	√		RAA12. PATENT RIGHTS (JUNE 2012)
		√	RAA13. EXCHANGE VISITORS AND PARTICIPANT TRAINING (JUNE 2012)
		√	RAA14. INVESTMENT PROMOTION (NOVEMBER 2003)

√			RAA15. COST SHARE (JUNE 2012)
	√		RAA16. PROGRAM INCOME (AUGUST 2020)
√			RAA17. FOREIGN GOVERNMENT DELEGATIONS TO INTERNATIONAL CONFERENCES (JUNE 2012)
	√		RAA18. STANDARDS FOR ACCESSIBILITY FOR THE DISABLED IN USAID ASSISTANCE AWARDS INVOLVING CONSTRUCTION (SEPTEMBER 2004)
	√		RAA19. PROTECTION OF HUMAN RESEARCH SUBJECTS (JUNE 2012)
	√		RAA20. STATEMENT FOR IMPLEMENTERS OF ANTI-TRAFFICKING ACTIVITIES ON LACK OF SUPPORT FOR PROSTITUTION (JUNE 2012)
	√		RAA21. ELIGIBILITY OF SUBRECIPIENTS OF ANTI-TRAFFICKING FUNDS (JUNE 2012)
	√		RAA22. PROHIBITION ON THE USE OF ANTI-TRAFFICKING FUNDS TO PROMOTE, SUPPORT, OR ADVOCATE FOR THE LEGALIZATION OR PRACTICE OF PROSTITUTION (JUNE 2012)
√			RAA23. VOLUNTARY POPULATION PLANNING ACTIVITIES – SUPPLEMENTAL REQUIREMENTS (JANUARY 2009)
√			RAA24. CONSCIENCE CLAUSE IMPLEMENTATION (ASSISTANCE) (FEBRUARY 2012)
√			RAA25. CONDOMS (ASSISTANCE) (SEPTEMBER 2014)
√			RAA256 PROHIBITION ON THE PROMOTION OR ADVOCACY OF THE LEGALIZATION OR PRACTICE OF PROSTITUTION OR SEX TRAFFICKING(ASSISTANCE) (SEPTEMBER 2014)
√			RAA27. LIMITATION ON SUBAWARDS TO NON-LOCAL ENTITIES (JULY 2014)
√			RAA28. CONTRACT PROVISION FOR DBA INSURANCE UNDER RECIPIENT PROCUREMENTS (DECEMBER 2014)
√			RAA29. CONTRACT AWARD TERM AND CONDITION FOR RECIPIENT INTEGRITY AND PERFORMANCE MATTERS (April 2016)
√			RAA30. RESERVED
√			RAA31. NEVER CONTRACT WITH THE ENEMY (NOVEMBER 2020)

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ANNEX 3 – PAST PERFORMANCE INFORMATION (PPI)

(To be completed by the applicant)

1.	**Award Number:**
2.	**Contractor/Recipient (Name and Address):**
3.	**Type of Award:**
4.	**Complexity of Work: Difficult _____Routine _____**
5.	**Description, location, and relevancy of work:**
6.	**Dollar Value of Work: _____** **Status: Active _____Completed _____**
7.	**Date of Award: _____** **Award Completion Date (including extensions): _____**
8.	**Type and Extent of Subawards:**
9.	**Name, Address, Telephone Number, and E-mail Address of the Awarding Contracting/Agreement Officer and/or the Contracting/Agreement Officer 's Representative (and other references as applicable):**

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ANNEX 4 - ABBREVIATIONS AND ACRONYMS

Insert a list of any abbreviations and acronyms used in the application.

[END OF SECTION H]

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