



USAID
FROM THE AMERICAN PEOPLE

ISSUE DATE: January 22, 2016

REFERENCE: RFA-165-16-000002 - Expanding Participation of People with Disabilities Program – 2015 Disability Funding

SUBJECT: Amendment No. 2

Dear Applicants:

The purpose of this Amendment No. 2 to summarize questions and related answers addressed during pre-bidders conference on January 15, 2016, and display related Power Point Presentation.

1) The following questions and answers have been addressed:

Question 1: How many concept papers does USAID/Macedonia anticipate forwarding to USAID/Washington for consideration?

Answer 1: USAID/Macedonia anticipates forwarding to USAID/Washington maximum two concept papers for small fund programs of 150,000-\$300,000, and one concept paper for large fund programs of \$300,000-\$600,000.

Question 2: Can USAID please confirm whether it would accept supplementary attachments/annexes to the 15 page concept note, in addition to the budget annex as specified in the Application? If yes, what types of annexes are allowed and is there a page limit for the annexes?

Answer 2: USAID will not accept attachments. However, given option to provide annexes to detailed Budget (as outlined in line item 8 of the Application), USAID will increase the page limit to for 2 pages. With this change the Application must not be longer then 17 pages, plus 1 page cover letter.

Question 3: My name is XXXX XXXXXX, a disabled ex special forces veteran. I assist Amy Jones, HUD-VASH coordinator, in finding and placing Homeless Veteran Families in permanent housing. The program also assists families in securing employment and transportation. There exists a large hole in the system: Homeless families receive no assistance or housing for at least six months, until housing is provided.

Sometimes families fall prey to predators, who take advantage of their misfortune. We are working to provide safe, clean temporary housing and services, until these families are safe permanently.

Would our fund/charity qualify for the grant?

Answer 3: The program is to be implemented in Macedonia. Please review eligibility information on page 7 of the RFA. Everyone can submit an application, but whether it will be considered or not is based on the eligibility criteria.

Question 4: Is there a percentage of salaries of the total amount of the application that USAID finds it acceptable?

Answer 4: There are no hard numbers as to what we consider a cap. The aim is not funding the existence of applicant's organization without anything being accomplished.

Question 5: Would be considered ineligible employability skills. What activities are supported?

Answer 5: With this we are entering in the design, entering the area of activities. It is up to you to decide which gap of the society you'd like to fill, and what type of activities you are going to propose. We cannot guide you here. We do not encourage employability in sheltered companies because in sheltered companies persons with disabilities are segregated they not included in the society. We do support equipping persons with disabilities with employability skills that fit their disability. The intention is not to continue to stigmatize those people to continue to work in sheltered companies.

Question 6: Can a consortium of partners be formed by support letters to apply for this opportunity?

Answer 6: Yes, but the award goes to one organization (recipient) of the consortium. The award will be between USAID and that one organization, and that organization then subawards out as necessary.

Question 7: Are government entities allowed as consortium partners?

Answer 7: As partners, observers working with the recipient – yes, bus as sub-awardees or recipients of funding itself – no.

Question 8: Can recipient undertake activities that benefit other (consortium partner) organization?

Answer 8: Yes.

Question 9: Should there be a line item in the budget for bank fees?

Answer 9: Bank fees can be calculated under Other Direct Costs.

Question 10: Can an organization submit more than one application?

Answer 10: No. There is only one application per organization.

Question 11: Can an organization be a prime on one application and a sub on other?

Answer 11: Yes.

Question 12: What size font should the application be typed in?

Answer 12: Size 11. That's outlined in the first paragraph of the attachment.

Question 13: If a foreign entity is a sub to a local, does the foreign entity need to be registered in Macedonia?

Answer 13: The eligibility requirements only apply to the applicant not the sub. But you still have to follow local laws and regulations, so in order to work here you still have to be registered here.

Question 14: USAID/Washington makes the decision. Is there anything USAID/Macedonia can add to the application it submits to make it more attractive?

Answer 14: No. Amending the application by USAID/Macedonia as well as lobbying to Washington is not allowed.

Question 15: Is there a list of successful awards that USAID keeps out to Washington that have been funded by the disability fund?

Answer 15: We do not think that there is one centrally located area. There is information on the Development Experience Clearinghouse that can relate to disability. The DEC is a public website where you should be able to find annual, quarterly or progress reports, evaluations of such programs. It's not the best answer, but it does give you something.

Question 16: There is an International Organization that has a branch office in Macedonia. Are they eligible to apply?

Answer 16: Yes, because the organization is registered in Macedonia. There may be strings attached with the source and nationality codes, if for example the code is 937 meaning that the branch office can only procure services from the cooperating country (in the case, Macedonia), or from developing countries. In the case if the headquarters of the organization is in Sweden, the branch office will not be allowed to sub-contract out services from them without a waiver.

Question 17: Is a Disabled Persons Organization considered a DPO if it works with disabled children and the people who work for the DPO are parents of disabled children, or people on the board are parents of disabled children?

Answer 17: Both DPOs and non-DPOs are eligible to apply for USAID Disability funds. DPOs are organizations run by and for people with disabilities. This means that the majority of leadership positions within the organization, including positions on a board of directors, are persons with disabilities. Parent's organizations are generally not considered to be DPOs unless a majority of staff and board of directors are persons with disabilities and so should identify themselves as "non DPOs" on the USAID Disability Application form. However, if a parent's organization is officially registered as a DPO in accordance with local legislation, the organization may identify itself as "DPO" on the application form.

Question 18: Is it ok if one DPO is a sub to more organizations that are submitting applications?

Answer 18: Yes, as long as they are a sub.

Question 19: What is the timeline for notification for further steps?

Answer 19: We can give you an estimate because that is not in our control. USAID/Macedonia will review applications and let you know by March 1 whether or not your application has been submitted to Washington providing the deadline for submitting those applications has not been extended. The guidance we received is that Washington should take some 30 to 60 days to review the application. Once we hear from Washington we'll ask for a full application and then we'll be in a constant communication. The expectation is that the projects should start about July 31, 2016, but more important is the duration of the projects, which is 12 to 36 months. There is a schedule question on the application to be filled out, so please follow the directions.

Question 20: As part of the application the applicants the applicants will need to submit the support letter from the DPO (if they are a DPO the letter is not needed). But do they also need to submit the registration to local laws??

Answer 20: Not at this stage. That comes at the full application stage. So please make sure you are registered.

Question 21: Can a prime applicant be a for profit organization?

Answer 21: Yes.

Question 22: Can one applicant apply for a large and a small grant?

Answer 22: No. The requirement is for one application per applicant.

Question 23: Can one applicant be a prime for the large grant, and a sub for a small grant?

Answer 23: Yes.

Question 24: Can a picture and a past experience be provided with the application?

Answer 24: Yes, but please be aware of the space limit. The past performance is already a requirement. If you think that the picture speaks a 1000 words, then ok.

Question 25: What would be considered a reasonable salary?

Answer 25: The salary must fall within the market value of what those services would be worth in the area we are purchasing them. In another way is what a prudent person in a conduct of competitive business in a free market would be willing to pay for those services. As long as they are in line with your organization's personnel and compensation policies, they should be ok. If you are new organization to USAID we'll have to do a pre-award survey which looks at your personnel and compensation policies.

Question 26: If the prime is a DPO do they need to submit a letter of support?

Answer 26: No because the DPO is submitting the application.

2) The attached Power Point Pre-Bidders Conference Presentation dated January 15, 2016 is integral part of this Amendment 2.

(END of Amendment 2)