



USAID | GHANA
FROM THE AMERICAN PEOPLE

Amendment Number 01

Issue Date: May 27, 2021

Subject: Accelerating Social and Behavior Change (ASBC)
NOFO Number: 72064121RFA00001

Activity Title: Accelerating Social and Behavior Change (ASBC)

The purpose of this Amendment No. 01 to NOFO Number: 2064121RFA00001 is to:

1. Provide responses to the questions posed by applicants as specified in the attachment to this amendment.
2. Provide the Ghana Local Compensation Plan as an attachment to this amendment.
3. Provide the Budget Template as an attachment to this amendment.

Except as clarified herein, all requirements of the Notice of Funding Opportunity for the Accelerating Social and Behavior Change Activity issued/posted on Wednesday, April 21, 2021, remain unchanged. We look forward to receiving your submission. Thank you for your interest in USAID programs.

Sincerely

Sheila

Sheila Bumpass

Contracting and Agreement Officer

Regional Acquisition and Assistance Office (RAAO)

USAID/ West Africa

Digitally signed by Sheila

Bumpass

Date: 2021.05.27

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Attachment 1 – Questions and Answers

1. **May offerors to provide a mix of qualifications between the DCOP and COP that optimizes experience without presupposing the explicit profiles within the leadership team? In other words, can the qualifications listed for the D/COP be used for the COP, and vice versa?**

USAID Response:

No. The qualifications are as stated in the NOFO.

2. **Please confirm the correct Authorized Geographic Code, 937 or 935.**

USAID Response:

The correct Authorized Geographic Code is as stated: 937.

3. **On page 27, Section C, article B.2. Cost Sharing or Matching: Would USAID consider allowing offerors to submit cost-leverage rather than cost-share to illustrate broader investment and sustainability from the Ghanaian government and other sources?**

USAID Response:

Yes, funds mobilized from in-country stakeholders (e.g. host government, private sector entities) may be considered as cost-share. However, the recipient is responsible for the full cost share amount. Refer also to 2CFR 200.306(b) and for Non U.S. organizations, see the Standard Provision,

4. **May the offeror use a different and smaller font for textboxes?**

USAID Response:

As stated in the NOFO, a 10-point font may be used for graphs and charts; tables must comply with the 12-point font. The text must be Times New Roman.

5. **May the offeror include a table of contents and a list of acronyms and abbreviations that does not count against the page limit?**

USAID Response:

All submissions, except the cover page and annexes, are included in the stated page limitations.

6. **Confirm that the three-page limit specified for Annex 4 refers to the limit for each CV.**

USAID Response: The three-page limit specified for Annex 4 refers to the limit for each CV.

7. **Please clarify the difference between the Year 1 Implementation Plan (Annex 1) and the Year 1 Gantt Chart (Annex 2) and provide the expectations of each. Did you perhaps mean to have one of these show a detailed plan of activities over time for all 5 years?**

USAID Response: Year I implementation Plan provides a detailed description of activities planned for the year while the Gantt Chart provides specific activities including timelines, and budget lines.

8. Is there a page limit for the Gantt Chart in Annex 2?

USAID Response: There is no page limitation on the Gantt Chart.

9. Would USAID be amenable to the inclusion of additional annexes to the technical proposal, for example an indicators table or project monitoring plan?

USAID Response: No additional annexes are allowed. However, if one desires, it is possible to include a discussion of the monitoring plan, but it should be included as part of the Technical Approach section.

10. Reference, “Mentoring and intern programs with creative agencies should also be continued. (see annexes for additional information on capacity building)” Annexes with additional information on capacity building do not appear to have been included with the NOFO; could USAID please provide the referenced materials?

USAID Response: The annex refers to the USAID Communicate for Health final report. We have attached it to this reissued NOFO.

11. Would USAID consider requiring cost share as a percentage of the total obligated amount?

USAID Response: ADS 303.3.10.1 states that the amount of cost share should be based on the needs or purpose of the activity. For this award, the Activity Planner states that \$3,500,000 satisfies the needs and purpose of the activity.

12. Is it acceptable for an individual key personnel candidate to be included for the same role on multiple applicants’ proposals if he/she commits to joining the successful team?

USAID Response: USAID reviews each application individually. It is highly expected that the proposed key personnel candidates fulfill their letter of commitment.

13. Please confirm that the Certifications and Assurances (“Certifications, Assurances, Representations, NICRA, and Other Statements of the Recipient”, Assurances for Non-Construction Programs [SF-424B], NICRA and Certificate of Compliance) are only required of the prime applicant and are not required of proposed major sub-applicants?

USAID Response: Certifications and Assurances (“Certifications, Assurances, Representations, NICRA, and Other Statements of the Recipient”, Assurances for Non-Construction Programs [SF-424B], NICRA and Certificate of Compliance) are required of the applicant and its major

subrecipient(s). A major subrecipient is a subaward whose proposed cost exceeds 20% of the applicant's total proposed cost.

14. It does not appear that a Summary Budget Template has been included.

USAID Response: Please see the attached Summary Budget Template

15. Is there a weight, point or other system that the evaluation committee will use to score proposals?

USAID Response: USAID will use adjectival rating to assess each application. In accordance with Section E. 2, the criterion are of equal importance.

16. Given the review criteria above related to research, monitoring, evaluation, and learning (RMEL), could USAID kindly confirm that the Technical Approach should include a section dedicated to the applicant's approach to RMEL? If yes, should this section be included in the 10-page limit for the Technical Approach? Would USAID consider increasing the page limit to allow applicants to address their RMEL approach?

USAID Response: USAID is not inclined to increase the technical approach page limitation. Please remain consistent with the NOFO.

17. Page 11 Figure 3 shows an asterisk (*) next Karaga, Gushegu, Sagnarigu, and East Mamprusi, can USAID explain the significance of the asterisk?

USAID Response: The districts with an asterisk reflect districts that were part of the geographic coverage under the previous Resiliency in Northern Ghana (RING) project (2015-2019). This is illustrative and does not indicate an increased or decreased level of effort in districts with an asterisk.

18. Page 15 indicates that a Theory of Change framework is required to link actions to interventions etc. Will USAID allow the addition of an annex for the Theory of Change diagram given the concise page limitations for the Technical Approach?

USAID Response: USAID is not inclined to increase the technical approach page limitation. Please build this into the Technical Approach section.

19. Page 21 mentions that the Maternal Health Survey 2017, Multiple Indicator Cluster Survey 2018, and MIS 2019 will be used to establish baselines for outcome and impact level indicators of progress. Does this imply that no other baseline assessment activities should be proposed?

USAID Response: The applicant is free to propose additional baseline assessments that you believe are required for implementation and evaluation.

20. Submissions are required in standard 8 ½ x 11. Would USAID consider adding A4 paper as an option as more standard to what is used in Ghana?

USAID Response: All submissions are electronic. Please change the letter format in “layout” to accommodate the 8 1/2 x 11 requirement.

21. Page 34 indicates that the program description should include illustrative activities. Would USAID confirm that they are not expecting a complete activity list, but only examples of the types of activities the applicant would pursue.

USAID Response: The applicant may provide a list of illustrative activities.

22. Page 34 and page 46 both refer to guiding principles in the program description. Can USAID point out what this is referring to?

USAID Response: The “guiding principles” as outlined will increase self-reliance, and ownership of problem identification and problem solving by supporting SBC country capacity development and systems strengthening on page 9 and 10.

23. Criterion Number 3 states that the “applicant and its major sub-recipients” must demonstrate capacity and experience. Would USAID define/clarify what is to be considered a “major sub-recipient”.

USAID Response: A major subrecipient is a subaward whose proposed cost exceeds 20% of the applicant’s total proposed cost.

24. The NOFO states that construction activities are not allowed. Yet, the NOFO is recommending co-location at both the Korle-Bu HPD offices and at the Regional Health Office HQ. It is believed that both locations will require some repairs (plumbing/AC for Korle-Bu), upgrades and office reconfigurations (for GHS Regional Health Office HQ) to allow for the posting of project staff to these locations.

USAID Response: Federal reimbursement for construction activities is not allowed under the award. Construction as defined as “construction, alteration, or repair (including dredging and excavation) of buildings, structures, or other real property and includes with limitation, improvements, renovation, alteration and refurbishment. The term includes without limitation, roads, power plants, buildings, bridges, water treatment facilities, and vertical structures. See ADS 303maw for additional guidance.

25. Page 10 “Geographic Focus” lists 17 target districts in the north. Page 12 lists the target audiences as being “women of reproductive age, newborns, children under 5, youth and enablers and influencers. However, Page 14 Result 1 states “The Accelerating Social and Behavior Change activity will develop the capacity of the GOG and specifically the GHS/HPD to successfully lead, coordinate, harmonize and oversee a national SBC

program.” Can USAID address how it sees reconciling the narrowly defined geographic and target audiences with the directive to support a national SBC campaign which has a wider target audience and a broader geographic focus?

USAID Response: USAID envisions both national level and sub-national level technical assistance and implementation of activities. USAID envisions the program to support national level activities in alignment to Ghana Health Service/Health Promotion Division. In addition, USAID envisions the applicant is expected to propose a technical program that also focuses on sufficient levels of assistance to improve health outcomes among geographic and target audiences in focus regions, districts and communities.

26. Can USAID explain how it sees Result area 3 which is focused on private sector engagement aligning with the illustrative project indicators on page 21 tasked with improving basic sanitation and improving the number of cases treated in USG-assisted programs?

USAID Response: USAID envisions the applicant to propose interventions aligned to the NOFO that will support citizens to adopt improved nutrition, sanitation and hygiene practices. This may include working with private sector stakeholders nationally and internationally.

27. Please provide the local compensation plan for CCN staff?

USAID Response: Please see the attached local compensation plan.

28. If the NOFO is unrestricted, why have you attached Mandatory Standard Provisions for U.S. Non-governmental Organizations only.

USAID Response: The Standard Provisions for Non-US Non-Governmental Organizations were incorporated by reference. Please see the direct link in Section F.2.

29. The performance period for the activity is indicated as August 30, 2021 through to August 30, 2026. Clarify the start date as August 29, 2021 and the end date as August 31, 2026.

USAID Response: The August 31, 2026 end of performance date is a fixed date. USAID will employ every effort to award by August 30, 2021.

30. Are applicants permitted to modify the titles assigned to the key personnel or we are to adhere strictly to the titles as stated on Page 35 and 36 of the NOFO? For instance, changing Organizational Development and Capacity Building Advisor to Organizational Growth and Capacity Building Advisor. (page 36 of the NOFO)

USAID Response: The applicant is asked to remain consistent with the NOFO.

31. The list of contents for the Technical Application on page 33 does not include a draft MEL Plan as an annex, but the scoring criteria on page 46, the scoring includes “The extent to which the research, monitoring, evaluation and learning component reflects rigorous research design, strong understanding of current evidence, and sound methodology”. Can USAID please confirm whether a draft Monitoring, Evaluation, and Learning Plan should be included as an Annex?

USAID Response: Proposed Monitoring, Evaluation and Learning activities may be discussed but should be built into the Technical Approach section.

32. In the NOFO, it states: “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 5 years.” Given that applicants/offerors could have received a large volume (several hundred) of contracts, grants, cooperative agreements in that time, we respectfully request the option of providing a list of ten relevant contracts, grants, or cooperative agreements received in the last three fiscal years.

USAID Response: USAID will allow the applicant to submit the past performance reference it deems appropriate, if the reference is not older than five years.

33. Can the apparently successful Applicant use the standard USAID short form for PPRs to comply with Section D.7.h)?

USAID Response: Please use only the referenced forms and format as stated in this NOFO.

34. Section D.6 indicates that the Applicant must demonstrate the skills of all “proposed sub- partners”; Section E.2 first similarly refers to demonstration of the capability of all “proposed partners/sub-recipients,” but then specifies that evaluation will focus on the organizational capacity of “major sub-recipients.”. Could USAID please clarify its expectation regarding evaluation of the organizational capacity of proposed sub-partners, major or otherwise?

USAID Response: The evaluation criteria will be the same as the applicant, as appropriate.

35. Is there a limit on the number of attachments (per email) for the electronic submission

USAID Response: E-mail attachments must be compatible with Microsoft (MS) Office and/or Adobe Acrobat (.pdf). Each email submission may not exceed 25 MB in size.