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Issue Date: November 15, 2016

Deadline for Questions: November 28, 2016 at 12:00 pm Haiti

Time Closing Date: December 9, 2016

Closing Time: 04:00 pm Haiti Time

Program Title: Ranfose Abitid Nitrisyon pou Fè Ogmante Sante (RANFOSE)

Subject: USAID/Haiti Notice of Funding Opportunity Number: RFA-521-17-000002

Ladies/Gentlemen:

The United States Agency for International Development (USAID) is seeking applications for a Cooperative Agreement from qualified organizations to fund a program entitled Ranfose Abitid Nitrisyon pou Fè Ogmante Sante (RANFOSE). Eligibility for this award is not restricted; see Section C of this NOFO for eligibility requirements.

Subject to the availability of funds an award will be made to that responsible applicant whose application best meets the objectives of this funding opportunity and the selection criteria contained herein. While one award is anticipated as a result of this notice of funding opportunity (NOFO), USAID reserves the right to fund any or none of the applications submitted.

For the purposes of this NOFO the term "Grant" is synonymous with "Cooperative Agreement"; "Grantee" is synonymous with "Recipient"; and "Grant Officer" is synonymous with "Agreement Officer". Eligible organizations interested in submitting an application are encouraged to read this funding opportunity thoroughly to understand the type of program sought, application submission requirements and evaluation 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. Potential applicants should regularly check the website to ensure they have the latest information pertaining to this notice of funding opportunity. Applicants will need to have available or download Adobe program to their computers in order to view and save the Adobe forms properly. It is the responsibility of the applicant to ensure that the entire NOFO has been received from the internet in its entirety and 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.

The successful Applicant will be responsible for ensuring the achievement of the program objectives. Please read each section of the NOFO.

Please send any questions to the point of contact identified in Section D. 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,

Marva Butler
Agreement Officer
USAID/Haiti

ABBREVIATIONS AND ACROYNMS USED IN THIS NOFO

ADS	Automated Directive System
AO	Agreement Officer
AOR	Agreement Officer Representative
GBV	Gender-Based Violence
GOH	Government of Haiti
M&E	Monitoring and Evaluation
MOH	Ministry of Health
NGO	Non-Governmental Organization
NICRA	Negotiated Indirect Cost Recovery Agreement
NOFO	Notice of Funding Opportunity
PD	Program Description
RFA	Request for Applications
USG	U.S. Government

SECTION A: PROGRAM DESCRIPTION

1. INTRODUCTION

The U.S. Agency for International Development (USAID) mission in Haiti is issuing this Funding Opportunity to solicit technical applications for RANFOSE, a \$4 million four-year Health & Nutrition Activity designed to address the linked issues of micronutrient deficiencies and food fortification in Haiti. USAID expects RANFOSE to increase the availability of high-quality, fortified staple foods across the country by expanding the local production of fortified foods, ensuring the efficient and wide-spread distribution of these foods and providing clear, consistent and useful messaging for wholesale and retail consumers on the value and safety of fortified foods.

RANFOSE directly supports and contributes to the Government of Haiti (GOH)-led efforts to improve the nutrition, health, and food security of the populace. These efforts are articulated in the Government of Haiti's Nutrition Strategic Plan 2013-2018 (Plan Stratégique Nutrition MSPP 2013-2018).

The program objectives in this Funding Opportunity are designed to allow applicants the flexibility to develop and propose a detailed concept that includes high impact, cost-effective, and sustainable market-based interventions. USAID encourages applicants to submit results-oriented applications that present a logical, comprehensive, concrete, and measurable set of interventions/activities to achieve the stated objectives.

2. BACKGROUND

Nutrition plays an essential role in the health and well-being of individuals, households, communities and national populations. Malnutrition, which includes undernutrition, obesity and nutritional deficiencies, has both immediate and insidious effects on public health, particularly in countries where it is chronic and endemic. Malnutrition also has corresponding effects on general development and quality of life issues; for example, evidence has repeatedly demonstrated that undernutrition has a life-long effect on brain development, with cognitive impairment and related negative impacts on behavior, employability and economic potential.

According to the 2015 Global Nutrition Report, "Although a great deal of progress is being made in reducing malnutrition, it is still too slow and too uneven..." The following table shows the percentage of countries with data that are currently on track to meet the World Health Assembly (WHA) global targets to improve maternal, infant, and young child nutrition by 2025.

WHA Global Targets by 2025	% of countries on track to meet the target
Stunting: 40% reduction in the number of children under age 5 who are stunted	34%
Wasting: Reduce and maintain childhood wasting to less than 5%	52%
Exclusive breastfeeding: Increase the rate of exclusive breastfeeding in the first 6 months up to at	41%

least 50%	
Anemia: 50% reduction of anemia in women of reproductive age	3%
Low birth weight: 30% reduction in low birth weight	N.A.
Under-5 overweight: No increase in childhood overweight	58%

Although only one WHA target is linked directly to micronutrient deficiency – 50% reduction of anemia in women of reproductive age, micronutrient deficiency is a widespread problem that affects an estimated two billion people worldwide. The most common deficiencies are vitamin A, zinc, iodine, and iron. These deficiencies, combined with stunting, have a significant impact on physical and cognitive development and overall health.

According to the USAID Multi-Sectoral Nutrition Strategy 2014-2025, “The immediate effects of micronutrient deficiencies are maternal and infant morbidity and mortality while deficiencies in iodine, iron, and zinc in early childhood can have lasting negative ramifications on childhood development and impaired school performance. Nutritional anemia, caused by deficiencies in iron and other micronutrients, as well as other factors (e.g., parasites), is one of the most widespread and dangerous nutrition-related conditions. Anemia during pregnancy can cause pre-term births, low birth weights, and developmental delays in children, and increases a woman’s risk of hemorrhage and death. In 2011, an estimated 19 percent of pregnant women and 18 percent of children under five suffered from iron deficiency anemia.”

Food fortification, which is defined as the use of industry-manufactured edible products that are widely consumed by the population, has the potential to be a highly effective component of Haiti’s national food and nutrition program. If well implemented, food fortification is a cost-effective and largely self-sustainable approach that could yield significant health benefits for the country. The ‘Guidelines on food fortification with micronutrients’, published by WHO and FAO in 2006, made a very succinct case for fortification that is directly applicable in Haiti, “Food fortification is usually socially acceptable, requires no change in food habits, does not alter the characteristics of the food, can be introduced quickly, can produce nutritional benefits for the target population quickly, is safe, and can be a cost-effective way of reaching large target populations that are at risk of micronutrient deficiency.”

Cost-effectiveness is one of the hallmarks of micronutrient interventions, including food fortification. For example, in 2008, the Copenhagen Consensus reported, “Correcting iodine deficiency yields benefits in terms of increased future cognitive ability with an estimated 30:1 benefit:cost ratio. Correcting iron deficiency yields benefits in increased cognitive ability as well as greater current endurance and work capacity of adults, with an estimated 8:1 benefit:cost ratio.” Additional data from 2011-12 suggests the benefit:cost ratio may be even higher, potentially as high as 86:1 for iodized salt and 9:1 for iron-fortified wheat flour. In 2012, the Copenhagen Consensus named “bundled micronutrient interventions to fight hunger and improve education” as the most worthwhile investment a developing country can make.

Despite its potential, food fortification can be a challenge to implement. Issues that can arise include: Government support for fortification; knowledge and information about the benefits of fortification; misconceptions/concerns about the intent and/or effects of fortification; capable

private sector partners; commitment to and performance of quality controls and quality assurance systems and practices; agreement on key micronutrient deficiencies and the most effective food vehicles to address them; reach/coverage of fortified foods; possible overconsumption of fortified foods; and ongoing monitoring and evaluation of the inputs, outputs, outcome and impact of fortification.

Situation in Haiti

Undernutrition is a serious and long-standing health problem in Haiti. In 2014, 53.4% of the total population of the country was undernourished. This translates to approximately 5.7 million people, which is an increase from the 4.9 million people found to be undernourished in 2012. In recent years, there have been improvements in key metrics, including declines in the under-5 mortality rate and the percentage of children wasted. However, one-third of children under five years old remain severely undernourished, 22% are stunted, 8% are severely stunted and 5% are wasted. Given that a severely stunted child faces a four times greater likelihood of dying and a severely wasted child has a nine times greater risk of death, the long-term impact of undernutrition on under-five morbidity and mortality in Haiti is profound. As mentioned above, evidence has repeatedly demonstrated that undernutrition has a lifelong effect on brain development, with cognitive impairment and related negative impacts on behavior and employability.

There is extremely limited data on the state of micronutrient deficiencies in Haiti and data that is available is not current. However, based on the quality of the diet, there is no reason to believe that the situation has improved in recent years. In 2015, WHO published a report on the global prevalence of anemia using 2011 data. WHO rated the level of public health significance for anemia as severe for children aged 6–59 months and pregnant women aged 15–49 years; the level was moderate for non-pregnant women aged 15–49 years and all women of reproductive age (15–49 years). A joint survey by the Government of Haiti and UNICEF in 2006 found a vitamin A deficiency in almost one third (32 percent) of children 6-59 months. Analysis of 2005 data from the Institut Haitien de l'Enfance (IHE) found that 58.9 percent of children 6-12 years of age in the country were iodine deficient. Using data from a range of sources, including national food balance sheets and demographic surveys, a 2012 article estimated that nearly 35% of the Haitian population was at risk of inadequate zinc intake. A World Bank report from 2010 estimated that micronutrient deficiencies in Haiti accounted for an annual \$56 million loss to the country's GDP.

Historically, fortified staple foods have not been produced in Haiti at scale, nor have they been widely available. Most interventions designed to address micronutrient deficiencies have focused on supplements of various types, ranging from vitamin A tablets to multiple micronutrient powders. These interventions also depend on permanent provision by the government and often have limited coverage and are very difficult to sustain. The production of food-grade, iodized and fortified salt was an important milestone in local production of a fortified food vehicle. However, sufficient food-processing infrastructure *does* exist in Haiti to produce other fortified staple foods in the country at scale.

Relationship to GOH and USG Strategies

RANFOSE is aligned with the relevant nutrition strategies of the Haiti and US governments. The overarching goal of the Government of Haiti's Nutrition Strategic Plan (Plan Stratégique Nutrition

MSPP 2013-2018) is the prevention of malnutrition. The strategic plan also includes specific objectives related to micronutrients, food fortification and quality controls and assurance:

- *Renforcer la lutte contre les carences en micronutriments*
(Strengthen the fight against micronutrient deficiencies)
- *Le renforcement de la stratégie nationale de fortification des aliments en micronutriments*
(Strengthening the national fortification strategy for micronutrients in food)
- *Le contrôle qualité et l'assurance qualité systématiques des aliments produits localement ou importés*
(The systematic quality assurance and quality control of local or imported food products).

RANFOSE supports Haiti's strategic plan by focusing on the development and implementation of a sustainable food-fortification program in the country. It is also aligned with the Feed the Future Strategy for Haiti, which includes food fortification as one of the approaches to pursue to reach its nutrition objectives. In addition, RANFOSE aligns under USAID/Haiti Assistance Objective of "Health and nutrition status of the Haitian population improved". The project relates to Intermediate Result (IR) 1 of the Mission Result Framework:

- IR1: Access to essential health, nutrition, and family planning services increased in USG development corridors

RANFOSE also contribute to the USAID Multi-Sectoral Nutrition Strategy (2014-2025). Project activities are designed to link directly to three Intermediate Results (IRs) in the strategy.

- IR 1.2: Increased availability of and access to high-quality nutrition-specific services and commodities

Relevant illustrative action: Scale up micronutrient supplementation and food fortification.

- IR 2.2: Increased political will and resources for nutrition programs

Relevant illustrative action: Support the expansion of legal frameworks to promote nutrition interventions (e.g., fortification, food safety) including monitoring and enforcement.

- IR 3.3: Strengthened engagement with the private sector to improve nutrition

Relevant illustrative actions: 1) work with the private sector to develop stronger communications and marketing approaches in support of improved nutrition for mothers and children and increase demand for safe and nutritious foods; 2) partner with the private sector to share and generate new knowledge on topics such as nutrition science, safe and nutritious product formulation, and behavior change; 3) promote nutrition-sensitive value chains by working with private sector partners including agro processors and marketers; 4) provide information and technical support to small and large businesses on food and nutrition regulations and support open dialogue between government officials and private sector actors to ensure compliance; 5) foster local markets that will offer diverse, safe, nutritious, and affordable food products to consumers; and 6) expand food fortification initiatives where appropriate.

3. OBJECTIVES

The project has an integrated set of objectives related to the availability and consumption of properly-fortified, staple foods in Haiti. Collectively, the objectives are intended to broadly stimulate and sustain the market for fortified foods by engaging with key stakeholders in government, the private sector, and civil society.

1. Increase the availability and accessibility of properly and – where possible – locally-sourced fortified, staple foods across the country
2. Improve knowledge about the value of fortified foods and increase the consumption of these food among the Haitian populace
3. Ensure that key local producers and processors make sustained commitments to fortify primary and secondary food vehicles for the Haitian market, including sufficient capacity to produce and distribute a high volume of the fortified food vehicles
4. Ensure that key local import companies/organizations make sustained commitments to import, distribute and sell foods that comply with the fortification standards of the country
5. Strengthen the capacity of the Government of Haiti to address critical issues related to a sustained and effective food fortification program, including standards and regulations development, approval and implementation, quality control/assurance systems (QC/QA) and monitoring and evaluation metrics and systems.

RANFOSE will create good channels of communication between the public and private sectors, improve the governmental capacity in food safety and inspection, and promote the participation of civil society in understanding and endorsing this strategy under the Haitian context.

If the short-term objectives are reached, there will be long-term health benefits for the Haitian people. While these long-term benefits are not specific project objectives, they are inextricably linked to these objectives and they should be factored into the planning for implementation and sustainability of project activities. The long-term health benefits include:

- Decreased prevalence of micronutrient deficiencies
- Improvements in long-term health outcomes, including:
- Reduced prevalence of anemia
- Reduced prevalence of vitamin A deficiency, using a common metric (e.g. serum retinol)
- Reduced prevalence of iodine deficiency, using a common metric (e.g. urinary iodine concentration)
- If identified as important: reduced prevalence of other deficiencies (vitamin B-12, folate, zinc, and others), using common metrics (e.g. biomarkers associated to these micronutrients).

Project activities required to achieve the abovementioned objectives can be separated into two phases. Phase 1 includes four activity areas, which effectively constitute the background work required to launch an effective fortification program for staple foods in Haiti. Phase 2 includes five activity areas, which support operationalizing a sustainable food-fortification program.

Phase 1 Activities

Phase 1 should be completed on an accelerated schedule to ensure that the key objective of increasing the availability of properly fortified, staple foods in Haiti can be addressed as quickly as possible. Over the past few years, a significant amount of the background work included in the four activity areas has already been completed by USAID, the Government of Haiti and other stakeholders. However, it is important to collate the existing information and recommendations into a cohesive plan that will support the activities in Phase 2.

Activity Area 1.1: Rapid/updated mapping of key partners/stakeholders in the government, bilateral-multilateral, NGO and private sectors

The purpose of this mapping exercise is twofold: 1) to understand what has been or is currently being done with food fortification in Haiti (e.g. production/processing, import, distribution, regulation, quality control/assurance) and by which organizations; and 2) to identify and prioritize organizations with the interest and capacity to play a role in expanding the availability of properly fortified food vehicles in the country. Given past assessments and discussions as well as the limited work that has been and is being done on food fortification in Haiti, the mapping should be a straightforward task.

Key stakeholders and/or interested parties in food fortification include but are not limited to: the Ministry of Health, the Ministry of Agriculture, various local food producers, UNICEF, World Food Program, World Bank, local business associations, universities and research institutes, and non-governmental organizations.

Both aspects of the mapping exercise are equally important as is the value of assessing stakeholders from the full range of sectors. However, it is also essential to have a very pragmatic focus when conducting the mapping. Local stakeholders that can make substantive contributions to the food-fortification agenda in the short term should be the priority, particularly those that are involved with the primary food vehicles (see below). Similarly, government organizations such as MSPP and the National Food Laboratory are critical because of their responsibilities related to nutrition, micronutrients, the regulatory environment and quality control/assurance.

New/additional stakeholders from the private and NGO sectors, who are positioned to play a meaningful role in supplying fortified staple foods in the country, may be identified during the mapping exercise. In a country where there is such high potential for food fortification to positively affect the health and well-being of so many people, the value of a broad coalition of partners that can increase the diversity of fortified food vehicles and the availability of those vehicles is significant. The challenge will be to balance the time required to identify these stakeholders and assess their potential contributions with the scale and value of their role. (Note: RANFOSE should consider conducting an ongoing search for new/additional stakeholders that can contribute to the food fortification agenda.)

Activity Area 1.2: Identify, assess and address relevant legal and regulatory issues

As mentioned above, the legal and regulatory environment related to food fortification in Haiti is undetermined. To ensure that efforts to expand the production, processing, inspection, importation,

distribution and consumption of fortified foods are successful, it is important to rapidly identify, assess and address relevant legal and regulatory issues that may impede progress. This is likely to include the following issues:

- Fortification legislation, including the current status, the likelihood of change in that status, a determination whether the current status creates any barriers to moving forward with fortification and potential next steps if barriers do exist
- Fortification standards and regulations, including clear and concise information on additives and levels – in accordance with international standards – required to produce fortified food vehicles
- Fortification monitoring/control regulations required to ensure the safety and efficacy of fortification, including QC/QA systems, laboratory proficiency and budget implications, particularly for government

In addition, an overview of applicable ‘best practice’ legal and regulatory approaches from other countries, which could be used to inform current and future decision-making in these areas, would be a valuable resource for the full range of stakeholders.

Activity Area 1.3: Identify and prioritize key actions

The project should build on work that has already been done in Haiti to outline a cohesive plan for accelerating efforts to dramatically increase the availability of fortified food vehicles in the country with a particular focus on key local partners for production, distribution and marketing. This plan should be based on consultations with key stakeholders and partners in Haiti and it should clearly identify and prioritize key actions in the following areas:

- **Micronutrients:** Identify which micronutrients are the most critical, practical and cost effective to add to food vehicles available in Haiti (e.g. iron, calcium, folic acid, iodine, Vitamin A, Vitamin B12, Vitamin D, selenium, zinc); assess available data on food and nutrient intakes as well as biomarkers associated with nutritional status to support the case for specific fortificants in Haiti.
- **Food vehicles:** Identify primary and secondary food vehicles for fortification. Primary vehicles are those considered to be the most promising and practical for implementing in the short term (e.g. wheat flour, vegetable oil and salt); they are also the vehicles specifically mentioned in Haiti’s pending legislation on food fortification. Possible secondary food vehicles, which may require more work/investment to launch in Haiti, should also be identified for future consideration.
- **Local Fortification:** Identify and assess capable and interested local partners with the capacity for fortification, including their ability to undertake the requisite quality-control measures; assess the technical and financial commitments of producers; assess the role of incentives in improving and/or accelerating producers’ capacity to fortify and distribute food vehicles; explore partnerships to increase capacity where potential exists; and develop and sign memorandums of understandings with competent producers.
- **Imported products:** Identify and assess opportunities to work with capable and interested

importers to increase the availability of fortified foods, including their capacity to launch and sustain the requisite quality-control measures; assess the technical and financial commitments of importers; assess the role of incentives in improving and/or accelerating importers capacity to procure, and distribute food vehicles; explore partnerships to increase capacity where potential exists; and develop and sign memorandums of understanding with competent importers¹.

- **Distribution:** Identify and assess opportunities to work with capable and interested distribution organizations operating in Haiti, including formal, informal, value chain (e.g. the use of fortified wheat and salt in commercial bakeries/bakers); assess the role of incentives in improving and/or accelerating the organizations' distribution capacity; and develop and sign memorandums of understandings with competent distributors.

- **Marketing and communications:** Identify and assess opportunities to work with capable, interested and, where possible, local marketing and communication organizations, including internal and external marcom groups working with the abovementioned producers, importers and distributors; assess the role of incentives in improving/expanding their capacity and the reach of their activities; and develop and sign memorandums of understandings with competent marcom partners.

Activity Area 1.4: Unintended/unforeseen consequences

To support the expansion of fortified food vehicles in Haiti, it may be necessary to consider the unintended and/or unforeseen consequences of fortifying different food vehicles in the country. The consequences include fortified foods not reaching the right people, potential overconsumption of a micronutrient, challenges monitoring changes in nutritional status linked to the consumption of fortified foods. In the Haitian context, it may also be relevant to consider the link between fortified foods and other health issues; for example, salt consumption is dangerously high and it is possible that moving to iodized salt may affect the level of consumption, either favorably or adversely.

A concise report on critical issues – ranging from possible consequences to the implications/effects to avoiding and/or addressing the consequences – could be useful in building a solid case for the fortification of staple foods in a country where these foods are not widely available and may not be well understood.

Phase 2 Activities

Activity Area 2.1: Support the launch or expand fortification of primary food vehicles with key partners

RANFOSE should work with the Government of Haiti and key partners identified in Phase 1 to develop plans for targeted and innovative assistance designed to accelerate the launch or expansion of the fortification of primary food vehicles. This assistance could include: a) legal assistance to

¹ Working with importers is likely to be more time-intensive than working with domestic producers, given the wide range of challenges, including their interest and/or ability to source fortified products, cost implications, import regulations and quality controls. Consequently, the project must balance the potential contributions of importers to expanding the availability of fortified foods with the time and resources required to engage them on this issue.

ensure that the regulatory environment allows/accepts the introduction of fortified vehicles; b) technical assistance related to the efficient and cost-effective fortification of primary food vehicles; and c) financial assistance to support an accelerated launch or expansion of production (e.g. equipment, premix, branding).

A key challenge is to identify opportunities to leverage the relationship with private-sector partners and help ensure the sustainability of the production. Note: If a particularly promising partner working with secondary food vehicles is identified, this activity area could be expanded to include them.

Activity Area 2.2: Strengthen and expand distribution of fortified foods with key partners

RANFOSE should work with key partners identified in Phase 1 to develop plans for targeted and innovative assistance designed to launch, expand and/or improve the distribution of fortified foods in the country. This assistance could include both supply and demand-led activities, including, for example: a) technical assistance related to the design and implementation of enhanced distribution systems and channels, both formal and informal; and b) financial assistance to stimulate improvements in the distribution of primary food vehicles.

Different approaches that leverage both technical and financial assistance have been piloted in various settings; these approaches have the ability to drive improvements in the distribution system and increase the uptake of product by institutional and individual users. Examples include training programs with bakeries to expand their use of fortified food vehicles (e.g. wheat and salt) and improve the quality of their processes and finished product.

Activity Area 2.3: Launch industry and consumer marketing-communications campaign with key partners

Limited or inaccurate information about fortified foods is a frequent barrier to the uptake of these products; in Haiti, the lack of knowledge about fortified foods is an issue. Identifying and collaborating with key marketing-communications partners identified in Phase 1 should be an integral part of the process to expand the availability and consumption of the different food vehicles.

Similar to the approach in Activity Areas 2.1 and 2.2, RANFOSE should focus on providing appropriate technical and financial assistance to accelerate the implementation of relevant marketing and communications programs. Again, the challenge will be to identify opportunities to leverage the relationship with private-sector partners as well as government and NGO partners to help ensure the sustainability of the effort; for example, joint campaigns with production and distribution partners that coordinate with their regular marketing/advertising campaign; adding messages about fortification to other communications initiatives such as ‘My Plate’; and/or developing integrated campaigns that address linked issues (e.g. advantages of fortified salt and the importance of reducing salt intake).

Activity Area 2.4: Launch quality control and quality assurance programs with industry and government

Quality control and quality assurance programs are essential elements of a successful and sustainable food-fortification program. Despite dramatic improvements in the availability of fortified foods globally, a high percentage of those foods are improperly fortified, due to inadequate quality monitoring programs that fail to identify and hold producers accountable for under-fortified products. To be effective, the capacity and commitment to implement quality control and quality assurance measures must be equally strong in industry and government.

RANFOSE should work with the Government of Haiti to help develop and implement an integrated quality management plan that gives government the oversight capability and capacity to ensure that locally-produced and imported food vehicles meet the necessary standards, with the broader goal of strengthening the overall food safety system in the country. Activities may include support for QC/QA standards, sample collection and laboratory capacity, inspector training/certification and enforcement mechanisms. RANFOSE should also coordinate with other organizations (e.g. World Bank) that have supported or are supporting these types of initiatives.

RANFOSE should also work with production partners to help develop and implement comprehensive and effective quality management plans that ensure the quality and integrity of production processes and the finished product. Activities may include sample collection and laboratory capacity, management and staff training on QC/QA standards and practices and technology/knowledge transfer, particularly related to best practices and sustainability. A parallel QC/QA system must also be put in place with import partner to ensure that imported food vehicles are properly fortified; the investment in QC/QA efforts for imported fortified foods should be aligned with the overall level of effort assigned to working with key partners in this sector (i.e. if imports are only a small percentage of the fortified foods in the market, the corresponding investment in QC/QA should be comparable).

There may also be value in working with production partners – and potentially distribution partners – on quality improvement practices to improve their performance, including cost-effectiveness and sustainability.

In addition, RANFOSE may collaborate or consult with relevant organizations (e.g. US FDA, FAO, REACH, WFP, UNICEF) to ensure that quality approaches in Haiti are aligned with accepted/proven standards and regulations for food fortification.

Activity Area 2.5: Develop and implement a comprehensive monitoring system for the food fortification effort overall

Monitoring plays a central role in tracking and assessing the effectiveness of an emerging and evolving food fortification program. Monitoring is particularly important for gauging the operational performance and implementation efficiency of the program, including identifying and addressing challenges and barriers to ensuring that properly fortified product is available and accessible to consumers in sufficient quantity.

To accurately understand the overall situation, RANFOSE should monitor both

‘production/commercial level’ and ‘household/individual level’ activities. Monitoring at the production/commercial level should include the activities and responsibilities of key stakeholders (e.g. government, private sector) related to the regulation, production, import, distribution and marketing/communications of these foods. Monitoring linked to regulations, which includes QC/QA issues, typically includes internal and external monitoring activities. Internal monitoring is conducted by the key partners (e.g. producers, importers, distributors) to track their own performance. External monitoring, which includes both industrial/commercial and retail sites, is conducted by independent and/or government inspectors/auditors.

Monitoring at the household/individual level should track if people have access to properly fortified foods; if they purchase and consume the fortified food; if the food is consumed in appropriate amounts and frequency; and who is not being reached with fortified foods. While *household/individual level monitoring data will be more useful once fortified products are consistently flowing into the market in quantity*, it is important to set up a consumption monitoring system from the early stages of implementing the food fortification program.

It is important that monitoring activities address the contributions of RANFOSE as a key stakeholder and/or partner in advancing the food-fortification agenda in Haiti.

Although beyond the scope of this project, longer-term impact on micronutrient deficiencies should be measured through national nutrition surveys or a permanent nutrition surveillance system that includes an assessment of biomarkers.

Geographic Scope

Given that undernutrition – and micronutrient deficiency – affects every department in the country, RANFOSE should have *a national scope from the outset*. A national approach is also relevant to sustainability because making fortified staple foods a regular and accepted part of the Haitian diet will help ensure they remain in the marketplace. The fact that food fortification is one of the most efficient and cost-effective ways to address undernutrition at the population level should facilitate RANFOSE’s ability to work at the national level.

Reaching national coverage is likely to depend on the viability and efficiency of existing distribution channels, which may have better coverage in densely-populated urban areas and specific areas of the country. The challenge will be to serve and then build off the easier-to-reach locations to ensure that properly fortified foods are widely available nationwide.

Expected Results

In collaboration with USAID, the awardee will set ambitious, yet realistic and achievable targets in each of the following areas:

- Legislative and regulatory environment: The legislative and regulatory environment in Haiti supports the production and import of primary and secondary fortified food vehicles
- Producers/processors: Key local producers/processors are properly and consistently fortifying food vehicles at the agreed standards
- Importers: Key importers are bringing food vehicles fortified at the agreed standards into the

country

- QC/QA: Internal and external quality control/assurance programs to monitor fortification processes and products are operating properly, effectively and sustainably
- Knowledge: Consumers and commercial users understand and accept the benefits of fortified food vehicles, creating a sustainable demand for these products
- Availability and accessibility: Properly fortified food vehicles are available and accessible in sufficient quantities to reach a significant percentage of the Haitian populace

RANFOSE activities will contribute to positively impact the following indicators:

- Percentage of children 6 to 59 months who are anemic
- Percentage of women 15 to 49 years who are anemic

4. OPERATING CONSIDERATIONS AND CONSTRAINTS

This section provides information to applicants regarding the key USAID/Haiti considerations for design and implementation of this activity.

Critical Questions

- *Accelerated implementation*

Progress on food fortification has historically been slow in Haiti. However, the health and nutrition benefits of widespread availability of fortified foods are extremely high. What practical steps would be taken to ensure the project makes significant and measureable progress towards its objectives on an accelerated schedule?

- *Leadership and partnership*

The success of a food fortification program hinges on strong leadership and productive partnerships. RANFOSE is positioned to make major contributions in both areas. How would the project provide the leadership required to advance the fortification agenda in Haiti? How would the project support the development and efficacy of the critical partnerships, including the collaborative relationships between different agencies and the partnerships between the public and private sectors?

- *QC/QA systems and processes*

Effective quality control and quality assurance systems and processes are central to the credibility and sustainability of food fortification programs. One of the key components of QC/QA system is the initial and ongoing training of inspectors and laboratory personnel, in both government and industry. What steps would the project take to ensure the efficiency, cost-effectiveness and sustainability of this training?

USAID/Haiti Guiding Principles

The following guiding principles are critical to achieving the USAID/Haiti health development objectives stated above and should be reflected throughout applicants' technical applications. These principles include:

- Innovation: The challenges of reducing undernutrition and contributing to lasting

improvements in health and nutrition status among Haitians requires new ideas and new approaches that leverage knowledge and experience from Haiti and other comparable settings.

- **Sustainable approaches:** In order to have significant impact on the situation in Haiti, key RANFOSE activities must be designed and implemented to continue after funding from USAID ends. The integrity of the design and the effectiveness of the implementation should build a convincing case for key Haitian stakeholders, particularly in the government and private sector, to assume responsibility for the continuation of the work after the project cycle ends. A sustainability/exit strategy will be essential to ensure that effective activities continue after USAID funds are withdrawn. Furthermore, the project must take into account the principles of the *Local Systems Framework*² in designing its activities to promote country ownership and local solutions.
- **Impact:** Every facet of the activity, ranging from design to implementation to monitoring, should be focused on ensuring measurable impact. While health impacts from fortified foods take longer to manifest, interim proxies of impact including availability, access, knowledge and consumption of these foods are essential metrics.
- **Resource Management:** Effective and accountable management of financial and nonfinancial resources is an important component of innovation, sustainability and impact. The activity should ensure that resources are deployed in ways that minimize running costs and maximize outcomes and impact.
- **Gender equality and female empowerment:** This activity should support USAID/Haiti's cross-cutting focus of promoting gender equality: working with women and girls and men and boys to support positive change in attitudes, behaviors and roles, and responsibilities, and female empowerment as members of families and communities.
- **Collaboration:** The success of RANFOSE depends heavily on effective collaboration with key stakeholders, particularly those in government and the private sector. The successful implementing partner is also expected to proactively collaborate with other USAID-funded projects that are working in complementary ways.

5. REPORTING, MONITORING AND EVALUATION

The Awardee will be required to develop and maintain a performance monitoring system to track tangible, measurable progress toward the results under this program description. Specifically, this activity will require a comprehensive Activity Monitoring and Evaluation Plan (AMEP), which must include clearly defined development hypothesis, performance monitoring, learning approach and resources, indicators, baselines, and targets for output, outcome, and impact level monitoring, as well as benchmarks for performance over the four-year implementation period. The AMEP should also contain metrics for the sustainability of successful interventions introduced with activity support. An illustrative abridged AMEP is to be included in the technical application with the final version submitted to the Agreement Office Representative (AOR) within 30 days of the Award. USAID expects the illustrative AMEP to be populated with as much information as possible.

² <https://www.usaid.gov/policy/local-systems-framework>

During implementation, the Awardee will be using the AMEP to track and report on progress against jointly agreed-upon quarter, semi-annual, annual, and end-of-program performance targets and benchmarks. Additionally, the Awardee will empirically demonstrate how activities build the institutional capacity of partners, the MOH, and other key stakeholders. All performance indicators and targets should be disaggregated by sex wherever relevant. USAID/Haiti may require the Awardee to track and report on additional performance indicators subject to changing of Agency guidance and/or the requirements of specific funding sources and the Mission's own PMP.

USAID will be responsible for conducting an independent mid-term or end-of project evaluation, if needed, to assess the progress of this activity and identify any necessary course corrections. Specifically, the evaluation will focus on progress towards improvements in the availability and accessibility of properly fortified staple foods in Haiti and the development of a sustainable infrastructure (e.g. local producers, importers, distributors, and inspectors, laboratories) to support an effective food fortification program in the country. As with all USAID evaluations, the evaluations will include other questions that are pertinent to project design, management, and operational decision-making.

Notwithstanding the need for semi-annual and annual reporting, the Awardee must immediately notify USAID/Haiti of any developments that have a significant impact on award-supported activities. Further, 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 or contemplated, and any assistance needed to resolve the situation. This is a program area that may require high-level USAID or Embassy intervention to catalyze movement or advocate for a viewpoint. At a minimum, the Awardee will be required to meet regularly with the AOR and submit written quarterly performance progress reports on implementation and strategic direction of this project.

The following reports and related requirements will be included in the Cooperative Agreement issued as a result of this solicitation: a) Monitoring And Evaluation Plan, b) Annual Implementation Plans, c) Quarterly Progress Reports, d) Quarterly Financial Reports, e) Annual/Semi-Annual Performance Reports; f) Final Agreement Completion Report; and g) Miscellaneous Documents.

6. AUTHORITY

The authority is found in the Foreign Assistance Act of 1961, as amended, and the applicable sections of 2 CFR 700 and 2 CFR 200 – Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards. While 2 CFR 200 and 2 CFR 700 do not directly apply to foreign organizations (non U.S. non-governmental organizations), USAID applies some of these regulations to non-U.S. non-governmental organizations through ADS Chapter 303 and the Standard Provisions for Non-U.S. Non-governmental Organizations.

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SECTION B: FEDERAL AWARD INFORMATION

1. Estimate of Funds Available and Number of Awards Contemplated

Subject to funding availability, USAID intends to provide \$4 million in total USAID funding over a four (4) year period. Actual funding amounts are subject to availability of funds.

USAID intends to award one cooperative agreement pursuant to this notice of funding opportunity.

2. Start Date and Period of Performance for Federal Awards

The period of performance anticipated herein is four years. The estimated start date will be upon the signature of the award, on or about.

3. Substantial Involvement

Consistent with ADS 303.3.11, USAID/Haiti will be substantially involved in the implementation of the Health RANFOSE Activity. The intended purpose of the Agreement Officer's Representative (AOR) involvement during the implementation of the program is to assist the recipient in achieving the supported objectives. It is expected that the Agreement Officer will delegate the following approvals to the AOR, except for changes to the Program Description or the approved budget or key personnel, which may only be approved by the Agreement Officer.

Elements of Substantial Involvement:

(1) Approval of the Recipient's Implementation Plans.

- Approval of annual workplans
- Approval of the final report.

(2) Approval of Specified Key Personnel.

The following positions have been designated as key to the successful implementation of the program objectives of this Cooperative Agreement. In accordance with the Substantial Involvement clause of this award, these personnel are subject to the approval of the Agreement Officer:

- Chief of Party
- Finance and Administration Manager

All key personnel are envisioned to be local personnel.

(3) Agency and Recipient Collaboration or Joint Participation

The following collaboration or joint participation of USAID and the recipient on the Health RANFOSE Activity are authorized:

- Collaborative involvement in selection of advisory committee members: The AOR will be involved in the selection of advisory committee members if the program will establish an advisory committee that provides advice to the recipient. The AOR may participate as a member of this committee.
- The AO will approve sub-awards, transfer, or contracting out of any work under an award pursuant to 2 CFR 200.308.
- The AOR will approve any grants under the innovation fund that are in accordance with the reviewed Grants Manual.
- The AOR will approve the Recipient's Activity Monitoring and Evaluation Plan.
- The AOR will monitor to authorize specified kinds of direction or redirection because of interrelationships with other projects.
- Communications with GOH officials – The AOR must be present in all meetings with government level officials at the Minister and Secretary General levels. All communication with GOH officials must be made by the Chief of Party and coordinated in advance with the USAID AOR. Exceptions may be granted but must be in writing and made prior to any meeting/communication.

(4) Agency Authority to Immediately Halt a Construction Activity

The AO may immediately halt a construction activity if identified specifications are not met.

4. Title to Property

Property title under the resultant agreement shall vest with the recipient in accordance with the Requirements of 2 CFR 200.310 through CRF 200.316 regarding use, accountability and, disposition of such property.

5. Authorized Geographic Code

The geographic code for this award is 937.

6. Purpose of the Award

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 RANFOSE 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. The Recipient using its own unique combination of staff, facilities, and experience, has the primary responsibility for employing whatever form of sound organization and management techniques may be necessary in order to assure proper and efficient administration of the resulting award.

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SECTION C: ELIGIBILITY INFORMATION

1. Eligible Applicants

All qualified U.S. and non-U.S. organizations (other than those from foreign policy restricted countries) are eligible to apply. Pursuant to Code of Federal Regulations (CFR) 200.400(g), it is USAID policy not to award profit under assistance instruments such as cooperative agreements, and as such, for-profit organizations must waive profits and/or fees to be eligible to submit an application. Forgone profit does not qualify as cost-share or leverage.

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

To be eligible for award of a Cooperative Agreement, in addition to other conditions of this NOFO, organizations must have a politically neutral humanitarian mandate, a commitment to non-discrimination with respect to beneficiaries and adherence to equal opportunity employment practices. Non-discrimination includes equal treatment without regard to race, religion, ethnicity, gender, and political affiliation.

Applicants must have established financial management, monitoring and evaluation processes, internal control systems, and policies and procedures that comply with established U.S. Government standards, laws, and regulations. The successful applicant(s) will be subject to a responsibility determination assessment (Pre-award Survey) by the Agreement Officer (AO).

The Recipient must be a responsible entity. The AO may determine a pre-award survey is required to conduct an examination that will determine whether the prospective recipient has the necessary organization, experience, accounting and operational controls, 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.

The applicant is reminded that U.S. Executive Orders and U.S. law prohibits transactions with, and the provision of resources and support to, individuals and organizations associated with terrorism. It is the legal responsibility of the Recipient to ensure compliance with these Executive Orders and laws. This provision must be included in all sub-awards issued under this Cooperative Agreement.

Applications will not be accepted from individuals.

2. Cost Sharing or Matching

To be eligible for award under the proposed Cooperative Agreement, applicants must propose a minimum cost share of 5% of the projected USAID funded amount. These cost share funds will be used for the accomplishment of program objectives during the term of recipient's organizational capacity to ensure RANFOSE's interventions in nutrition and food fortification continue after USAID assistance ends.

The cost share may be a combination of cash and in-kind contributions.

Cost sharing must meet the standards set in 2 CFR 200.306 for U.S. organizations or the Standard Provision “Cost Share” for non-U.S. organizations.

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SECTION D: APPLICATION AND SUBMISSION INFORMATION

1. Agency Point of Contact

Marva Butler
Agreement Officer
USAID/Haiti
Port-au-Prince, Haiti
Email: mbutler@usaid.gov

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

Questions and Answers:

Questions regarding this NOFO should be submitted in writing to Ms. Sandra Ricot with a copy to Ms. Marva Butler at the email addresses above no later than the date and time provided on the cover letter. Any information given to a prospective Applicant concerning this NOFO will be provided 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.

2. Content and Form of Application Submission

Applicants are expected to review, understand, and comply with all aspects of the NOFO.

Overall Application Process:

The application process includes two Merit Review phases, followed by the development of a final Program Description by the Apparently Successful Applicant.

Merit Review Phase 1: The first phase includes a written concept note and summary budget application. Applicants are invited to submit a concept note not to exceed twelve (12) pages and an Annex. More information regarding the concept note submission follows in Section IV. Concept notes will be evaluated and up to five applicants will be invited to participate in Merit Review Phase 2.

Merit Review Phase 2: The second phase is an oral presentation. Up to five selected applicants will be invited to participate in Phase 2 approximately three (3) weeks after the submission of the concept note. **The in-person oral presentation is required, and will be held in Port-au-Prince, Haiti.** The format of the presentation and any other technical requirements will be made available to those applicants invited to participate in Phase 2. **The proposed Chief of Party must lead the presentation in Haiti.** The participation of other key personnel is strongly encouraged. Oral presentations are expected to occur approximately two weeks after the selected applicants have been invited to participate in Phase 2. **Costs incurred will not be reimbursed.**

Program Description Development and Award Phase: The applicant selected from the oral presentation will be the apparently successful applicant. The apparently successful applicant will be expected to create the Program Description – with inputs from USAID/Haiti – and a full cost

application to inform the resulting Cooperative Agreement. **Costs incurred will not be reimbursed.**

No funding will be made available prior to the award of the Cooperative Agreement. Applicants, including the organization selected to develop the Program Description, are responsible for all costs incurred prior to the award of the Cooperative Agreement, including travel and all other costs related to the oral presentation phase.

3. Application Submission Procedures

All applications must be submitted via email to usaidhaitioaa@usaid.gov. If you experience any difficulties with submission, please email mbutler@usaid.gov.

Applications and any modifications thereof must be submitted in **two** separate volumes via email: (a) Concept Note and (b) Summary Budget. Email submissions must include the following in the subject line:

“Concept Note under RFA-521-17-000002, submitted by: [name of Applicant organization].”

“Summary Budget under RFA-521-17-000002, submitted by: [name of Applicant organization].”

All applications received by the submission deadline will be reviewed for responsiveness to the NOFO. No additions or modifications will be accepted after the submission date.

Late or incomplete applications may not be included in the review process. Late applications will be considered for award only if the Agreement Officer (AO) determines it is in the Government’s interest.

4. Concept Note Format

The concept note should be specific, complete and presented concisely. The concept note should 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 evaluation criteria found in this NOFO.

The 12-page concept note should be formatted as follows:

- Language – English
- Paper - Letter or A4
- Type - Times New Roman, 12 point, single- spaced
- Margins - At least one inch on the top, bottom and sides
- Consecutive page numbers

The concept note should include the following sections:

- Cover Page (not included in the 12-page limit)
- Technical Approach (maximum 6 pages)
- Responses to Critical Questions on Activity Objectives (maximum 3 pages)
- Key Personnel and Management Plan (maximum 2 pages)
- Institutional Capability/Past Performance (maximum 1 page)
- Annexes (not included in the 12-page limit)
 - Summary staffing plan and organizational chart (maximum 2 pages)
 - Key Personnel CVs (maximum 2 pages per person)
 - Recommendation Letters
 - Letters of Commitment

The above annexes as well as the cover page, table of contents, and list of acronyms, are excluded from the page limitation. Elaborate art work, expensive paper, and bindings, and expensive visual and other presentation aids are neither necessary nor wanted. Unnecessary elaborate brochures or other presentation beyond those sufficient to present a complete and effective application in response to this NOFO are not desired and may be construed as an indication of the prospective recipient's lack of cost consciousness.

Cover Page: (not included in the 12-page limit)

In one page, the cover page should include: a) program title; b) Request for Applications reference number; c) name of organization(s) applying for the agreement; d) any partnerships; and e) contact person, telephone number, fax number, address, and types name(s) and title(s) of person(s) who prepared the application, and corresponding signatures.

Technical Approach: (recommended: 6 pages)

This section of the concept note should address each of the following issues:

1. Strategy. Describe the strategy to be used to achieve the proposed objectives.
2. Activity description and timeline. Describe the activities that will be undertaken to achieve the proposed objectives. Provide a general timeline of activities, including the implementation of an exit strategy and sustainability plan.
3. Coverage. Describe what steps will be taken to ensure national coverage, including hard-to-reach populations.
4. Social, cultural and demographic issues. Describe any social, cultural or demographic issues that should be factored into the planning and implementation of the project.
5. Expected impact. Outline expected results and impacts and the mechanisms proposed to measure and monitor progress, achievement and sustainability.

Responses to Critical Questions on Activity Objectives: (recommended: 3 pages)

Provide responses to each of the following questions related to critical topics included in the objectives:

- ***Accelerated implementation***

Progress on food fortification has historically been slow in Haiti. However, the health and nutrition benefits of widespread availability of fortified foods are extremely high. What practical steps would be taken to ensure the project makes significant and measureable progress towards its objectives on an accelerated schedule?

- ***Leadership and partnership***

The success of a food fortification program hinges on strong leadership and productive partnerships. RANFOSE is positioned to make major contributions in both areas. How would the project provide the leadership required to advance the fortification agenda in Haiti? How would the project support the development and efficacy of critical partnerships, including collaborative relationships between different agencies and partnerships between the public and private sectors?

- ***Quality Control (QC) / Quality Assurance (QA) systems and processes***

Effective quality control and quality assurance systems and processes are central to the credibility and sustainability of food fortification programs. One of the key components of a QC/QA system is the initial and ongoing training of inspectors and laboratory personnel, in both government and industry. What steps would the project take to ensure the efficiency, cost-effectiveness and sustainability of this training?

Key Personnel and Management Plan: (maximum 2 pages)

Key personnel are those individuals whose performance is critical to the success of the RANFOSE activity. USAID/Haiti has determined that these two positions must be the Chief of Party (COP) and the Finance and Administration Manager.

The Applicant should propose individuals that they deem appropriate for the anticipated role of each position and have the sufficient managerial as well as technical capacity, expertise, experience and academic qualification to meet the minimum requirements of the positions and effectively manage and support the overall project and its staff as defined below.

Applicants must provide CVs for each proposed key personnel to demonstrate how each proposed individual is the best fit for the position. These CVs should not exceed 2 pages and should be included in an Annex. The Applicant should also submit three references, with complete contact information, for the proposed candidates, including their most recent supervisor. USAID reserves the right to contact other references not provided by the Applicant.

The list of references is not included in the two-page resume limit. The Applicant must also include a letter of commitment signed by each person proposed as key personnel confirming their present intention to serve in the stated position immediately upon award and their availability to serve for the term of the proposed Award.

Given the complexity of this program, USAID expects these key personnel to have the appropriate qualifications and experience to work as a team to manage a complex U.S. Government Program, especially the ability to bring in regional and international best practices in nutrition. While the personnel are expected to be local staff, the RANFOSE activity is expected to draw upon the expertise of an international consultant with significant experience with food fortification programs in other countries.

Chief of Party (local): The resident Chief of Party (COP) candidate is expected to have both technical and management experience and will be responsible for overall program management, including providing leadership to attain objectives, ensuring adequate communications with USAID, and identifying and mitigating program risks. The candidate for this four-year position must meet the following minimum qualifications:

- Minimum of 10 years of relevant professional experience, with progressively increasing responsibilities and duties, in fields related to the successful implementation of projects, including nutrition technical assistance, local governance, and/or private sector capacity building for improvement of nutrition services.
- An advanced graduate degree in a similarly related field of study (e.g. nutrition science and policy, nutrition policy, food science and human nutrition, community nutrition, public health, business administration, governance, etc.).
- Proven experience as COP or leadership in the administration of similar sized international donor support programs with skills in strategic planning, management, supervision, and budgeting.
- Proven ability to communicate a common vision among diverse partners and the ability to lead multi-disciplinary teams.
- Evidence of strong communication skills, both oral and written, to fulfill the diverse technical and managerial requirements of the agreement.
- Fluent in French or Haitian Kreyol and English (written and spoken)

Finance and Administration Manager (local): The Finance and Administration Manager will work closely with the COP. His/her main functions will be overseeing the effective financial management of the RANFOSE activity, including overseeing donor funding, and providing administrative, procurement, contracts management, and human resources support. The Finance and Administration Manager is expected to meet the following minimum qualifications:

- Bachelor's Degree in accounting, business administration, management or related field.
- At least 5 years of relevant experience with related projects.
- Strong interpersonal, oral and written communication skills.
- Fluent in French or Haitian Kreyol and English (written and spoken)

Management Plan

Applicants should propose a comprehensive management plan that demonstrates the applicant's ability to effectively develop and manage a successful activity that operates in both the public

and private sectors, and functions in highly sensitive situations. The applicant should articulate the roles and responsibilities of all key stakeholders, differentiating the Applicant versus proposed sub-awarded implementer(s), if any. If the Applicant proposes sub-awarded implementer(s), they must briefly describe the method of identifying these sub-partners indicating whether or not they have existing relationships with these other organizations and the nature of the relationship. If the proposed management plan includes partners, the applicant should demonstrate experience leading an effective consortium.

In an annex, the applicant is encouraged to:

- Include a summary staffing plan and summary organizational chart which, together, show the totality of positions proposed for all components of the implementation plan, inter-staff relationships and lines of communications.
- Include a narrative that helps explain the staffing plan and organization chart(s) and describes the advantages of the management approach.

In the event of two or more organizations applying together, USAID prefers a well-defined prime and sub-recipient relationship. Consortiums without a clear hierarchy and delineation of authority among members are discouraged. The applicant will present its strategy to retain key personnel throughout the life of the activity (especially the Chief of Party), as well as its contingency plan in the event any of the key personnel leaves the activity.

Institutional Capability/Past Performance (maximum 1 page)

All applicants will be subject to a past performance review for demonstrated successful past performance in previous and/or existing projects. Past performance information must be provided and should relate to the specific technical nature of the RANFOSE activity.

Applicants should demonstrate experience and success in implementing comparable activities in terms of scope, magnitude, and complexity. The applicants should describe lessons learned during these past experiences and how these lessons-learned informed their proposed technical approach. Additionally, if sub-awarded implementer(s) are proposed, this same information should be provided related to their past experiences. Applicants are strongly encouraged to provide examples of significant impact of their past projects.

5. Summary Budget Format

The Summary Budget must be submitted separately from the concept note.

The Summary Budget application shall consist of a summary budget, in US Dollars, which provides a breakdown by major cost element, the anticipated costs under the Cooperative Agreement using Standard Form 424- Application for Federal Assistance, 424A- Budget Information- Non Construction Programs, and 424B- Assurances- Non Construction Programs.

Standard Forms (SF424 Forms)

The Applicant must sign and submit the Cost Application using the SF-424 series. Submission of the SF 424, SF 424A, and SF 424B are required for the cost application. Standard Forms can be accessed electronically at www.grants.gov and can be downloaded from USAID's web site:

Instructions for SF-424	http://www.grants.gov/web/grants/form-instructions/sf-424-instructions.html
SF424	http://apply07.grants.gov/apply/forms/sample/SF424_2_1-V2.1.pdf
Instructions for SF-424A	http://www.grants.gov/web/grants/form-instructions/sf-424a-instructions.html
SF 424A	http://apply07.grants.gov/apply/forms/sample/SF424A-V1.0.pdf
Instructions for SF-424B	http://www.grants.gov/web/grants/form-instructions/sf-424b-instructions.html
SF 424B	http://apply07.grants.gov/apply/forms/sample/SF424B-V1.1.pdf

6. Other Submission Requirements

Dun and Bradstreet and SAM.gov Requirements

USAID may not award to an applicant until the applicant has complied with all applicable unique entity identifier and SAM requirements. Each applicant is required to:

- (i) Be registered in SAM before submitting its application;
- (ii) Provide a valid unique entity identifier in its application; and
- (iii) 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.

Potential Request for Additional Documentation

Upon consideration of award or during the negotiations leading to an award, Applicants may be required to submit additional documentation deemed necessary for the Agreement Officer to make an affirmative determination of responsibility. Applicants should not submit the information below with their applications. The information in this section is provided so that Applicants may become familiar with additional documentation that may be requested by the Agreement Officer:

The information submitted should substantiate:

1. Bylaws, constitution, and articles of incorporation, if applicable.

2. Whether the organizational travel, procurement, financial management, accounting manual and personnel policies and procedures, especially regarding salary, promotion, leave, differentials, etc., submitted under this section have been reviewed and approved by any agency of the Federal Government, and if so, provide the name, address, and phone number of the cognizant reviewing official.

7. Funding Restrictions

Pursuant to 2 CFR 200.400, it is USAID policy not to award profit under assistance instruments. However, all reasonable, allocable, and allowable expenses, both direct and indirect, which are related to the grant program and are in accordance with applicable cost standards (2 CFR 200/700, OMB Circular A-122 for non-profit organization, OMB Circular A-21 for universities, and the Federal Acquisition Regulation (FAR) Part 31 for-profit organizations), may be paid under the grant.

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SECTION E: APPLICATION REVIEW INFORMATION

Merit Review Criteria and Selection Process

A Selection Committee (SC) comprised of USAID employees shall conduct a merit review of all concept notes received that comply with the instructions in this NOFO. The evaluation will be conducted using the adjectival rating system.

Applicants should note that the technical review criteria will be used to: (a) identify the significant matters which applicants should address in their concept notes; (b) set the standard against which all concept notes will be evaluated; and (c) determine which applicants will be invited to participate in Phase 2 of the selection process. To facilitate the review of applications, applicants should organize the narrative sections of their applications in the same order as the concept note format (Section D) and the merit review criteria set forth below.

The criteria listed below are presented by major category, so that applicants will know which areas require emphasis in the preparation of the concept note application. To be selected for the award, the application must contain, at a minimum, these elements.

There are two distinct merit review phases. The specific merit review criteria for each phase are as follows:

A. Phase 1: Concept Note Merit Review

The four criteria below reflect the requirements of this particular NOFO. Applicants must note that these factors serve as the standard against which all concept notes will be evaluated, and serve to identify the significant matters, which applicants must address in their concept notes. Concept Notes will be reviewed on the basis of the following merit criteria and sub-criteria. These evaluation criteria are of equal importance.

1. Technical Approach

The extent to which the proposed technical approach comprehensively address how the Applicant will achieve the core objectives and provide a concise description of the technical strategy and methodology, including collaborating with existing efforts and promoting sustainability and capacity building.

Concept papers will be evaluated based on the extent to which they:

- a) Describe a credible and feasible approach to implementation, including strategy; activity description and timeline; coverage; social, cultural and demographic issues; and impact;
- b) Provide insightful responses to the specified questions on critical issues;

- c) Reflect USAID/Haiti's guiding principles, including sustainable approaches through local partnerships, and align with Government of Haiti Nutrition Strategic Plan;
- d) Demonstrate quality, experience and appropriateness of Key personnel, and demonstrate ability to effectively manage the proposed program outlined in the technical approach;
- e) Describe the applicant organization's technical and administrative capabilities, including, if applicable, past performance in implementing projects/programs similar to the one proposed.
- f) Ability to meet 5% cost share requirement

2. Response to Activity Objectives Challenge Questions

Concept papers will be evaluated based on the extent to which the Applicant provides insightful responses to the specified questions on the objectives (i.e. Accelerated implementation, leadership and partnership, QC/QA systems and processes) included in the project objectives.

3. Key Personnel and Management Plan

Concept papers will be evaluated based on two sub-criteria of equal weight:

3.1 Key Personnel- Demonstrated *quality, experience and appropriateness* of Key Personnel, including professional competence, academic background, interpersonal skills, management capacity, political astuteness, as well as demonstrated knowledge and ability to successfully and effectively implement the proposed activity.

3.2 Management Plan- Demonstrated ability to effectively develop and manage the proposed program outlined in the technical approach. The extent to which the Applicant articulates the roles and responsibilities of all key stakeholders, differentiating the role of the prime versus proposed sub-awarded implementer(s). Demonstrated experience leading an effective consortium if the proposed in the management plan.

4. Institutional Capability/Past Performance

Concept papers will be evaluated based on the extent to which the Applicant demonstrates successful past performance in previous and/or existing projects. The past performance review will take into account the following:

- Demonstrated successful experience in managing and implementing similar programs, in size and scale
- Timeliness of performance, cost, and scope
- Articulated lessons learned during past experiences and how lessons-learned informed

- proposed technical approach.
- The quality of performance demonstrated by the applicant based on references provided by the applicants and other references as determined by USAID
- Experience in working with a broad range of sub-grantees including but not limited to government entities, registered organizations, community based organizations and informal groups and networks.

B. Phase 2- Oral Presentations Merit Review:

The factors below highlight the requirements of this NOFO for the second stage of selection, which is an oral presentation in **Port-au-Prince, Haiti**. Each oral presentation will be evaluated and scored by the SC in accordance with the evaluation criteria set forth below.

The applicant selected from the oral presentation will be the apparently successful applicant. The apparently successful applicant will be expected to create the Program Description – with inputs from USAID/Haiti – and a full cost application to inform the resulting Cooperative Agreement.

Oral Presentations will be evaluated on the basis of the following four (4) technical evaluation factors. These evaluation criteria are of equal importance.

1. Ability to build local partnerships and engage key stakeholders

In assessing this factor, the Selection Committee, SC will consider the applicant's ability to establish sustainable partnerships with focus on the set-up of partnerships with local organizations and other stakeholders for constructive working relationships that maximize project output.

2. Ability to identify key challenges and discuss possible interventions

In assessing this factor, the SC will consider the key challenges identified including effectiveness in a do-no harm context in light of social and political sensitivities.

3. Capacity of implementing innovative approaches efficiently and effectively throughout Haiti

USAID will carefully assess the applicant's approach to innovation, including learning from effective approaches used in Haiti; adapting proven approaches from other settings; and leveraging government, civil society and/or private sector capacity; and sustainability.

In assessing this factor, the SC will consider the applicant's capacity highlighting the method in which maximum outreach and engagement is achieved. Major challenges in the Haitian context (e.g. widespread malnutrition, poor infrastructure, inefficient logistics systems, limited human resources, adverse weather conditions) put a premium on the applicant's ability to identify and implement innovative approaches to overcoming those challenges.

4. Ability to comprehensively and clearly convey technical approach

In assessing the factor, the SC will consider the applicant's ability to comprehensively and clearly address how core objectives will be achieved, and how the overall technical strategy will be implemented.

Cost Evaluation:

Following the evaluation process, a final cost application will be requested from the apparently successful applicant. A review of cost realism will be conducted on the summary budget application. Cost has not been assigned a score, but will be evaluated for general reasonableness and cost effectiveness. The applicant's cost application will be evaluated to ensure it is a realistic financial expression of the proposed project and does not contain estimated costs which may be unreasonable or unallowable.

Cost negotiations will only be conducted with the apparently successful applicant. If a mutually satisfactory award cannot be negotiated, the Agreement Officer will notify the applicant that negotiations have terminated and the Agreement Officer will initiate negotiations with the second most technically acceptable applicant. This procedure will continue until a mutually satisfactory award has been negotiated.

The final cost application may be adjusted, for purposes of evaluation, based on the results of the detailed budget review and its assessment of credibility, completeness and for:

1. Allowable Costs (2 CFR 200.403)
2. Reasonable Costs (2 CFR 200.404)
3. Allocable Costs (2 CFR 200.405)

Determination of Award

Following the recommendation of the Selection Committee, the Agreement Officer will make an award determination.

The Agreement Officer's decision regarding funding of an award is final and not subject to review. Any information that may impact the Agreement Officer's decision shall be directed to the Agreement Officer.

Authority to obligate the U.S. Government: the Agreement Officer is the only individual who may legally commit the U.S. Government to the expenditure of public funds.

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SECTION F: FEDERAL AWARD ADMINISTRATION INFORMATION

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.

Following selection for award and successful negotiations with the apparently successful applicant, an electronic copy of the notice of the award signed by the Agreement Officer will be sent to the successful applicant, which serves as the authorizing document. The Agreement Officer will only do so after making a positive responsibility determination that the applicant possesses, or has the ability to obtain, the necessary management competence in planning and carrying out assistance programs and that it will practice mutually agreed upon methods of accountability for funds and other assets provided by USAID.

The award will be issued to the contact as specified in the application as the Authorized Individual in accordance with the requirements in the Representations and Certifications.

USAID reserves the right to perform a pre-award survey which may include, but is not limited to: (1) Interviews with individuals to establish their ability to perform agreement duties under the project conditions; (2) a review of the prime recipient's financial condition, business and personnel procedures, etc.; and (3) site visits to the prime recipient's institution.

Administrative & National Policy Requirements

The resulting award will be administered using the policies and federal regulations that are available at the following websites:

ADS 303

<https://www.usaid.gov/ads/policy/300/303>

For U.S non-governmental organizations:

2 CFR 200

http://www.ecfr.gov/cgi-bin/text-idx?SID=74c9b031753603ccb31812ebb90e203a&tpl=/ecfrbrowse/Title02/2cfr200_main_02.tpl

2 CFR 700

http://www.ecfr.gov/cgi-bin/text-idx?SID=74c9b031753603ccb31812ebb90e203a&tpl=/ecfrbrowse/Title02/2cfr700_main_02.tpl

Standard provisions for U.S non-governmental organizations:

<https://www.usaid.gov/sites/default/files/documents/1868/303maa.pdf>

For foreign organizations (non-U.S. non-governmental organizations, the following standard provisions apply:

<https://www.usaid.gov/sites/default/files/documents/1868/303mab.pdf>

Reporting Requirements

Financial Reporting:

- The recipient must submit the Federal Financial Form (SF-425) on a quarterly basis via electronic format to the U.S. Department of Health and Human Services (<http://www.dpm.psc.>). The recipient must submit a copy of the FFR at the same time to the Agreement Officer and the Agreement Officer's Representative (AOR).
- 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 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.

Performance Reporting:

- **Annual Work Plans:** The work plans for all USAID/Haiti Health Office activities are aligned with the USG Fiscal Year Calendar (October 1 to September 30). The Recipient will submit its first work plan to the AOR for approval within 30 days of Award. The first work plan will cover the period from the start date of the Award until the end of the first USG Fiscal Year of the Activity – therefore the first work plan may cover less than twelve months depending on the date of Award. The AOR will provide comments within 20 working days to the Recipient and the Recipient will have 15 working days to respond and make all requested changes, after which the AOR will provide final approval within 15 working days.
 - All subsequent work plans will be submitted to the AOR no later than 1 September and will cover an entire Fiscal Year, i.e. October 1 to September 30. The AOR will provide comments within 20 working days to the Recipient and the Recipient will

have 15 working days to respond and make all requested changes, after which the AOR will provide final approval within 15 working days. All work plans must be developed in cooperation with the AOR, other USAID/Haiti Health Activities, other relevant USAID/Haiti activities, donor programs, the MOH, the HPC, local leaders, beneficiary communities, and all other relevant stakeholders as designated by the AOR.

- **Activity Monitoring and Evaluation (AMEP Plan):** The Recipient will submit to the AOR a life of project AMEP Plan covering the full implementation period within 30 days of the Award (with the submission of the first workplan) that include Performance Indicators for the first year and for the Life of the Project (LOP). For all subsequent years of operation, the Recipient will modify the AMEP to align with the annual work plan, if required by the AOR. The AOR will then provide comments within 20 working days to the Recipient and the Recipient will have 15 working days to respond and make all requested changes, after which the AOR will provide final approval within 15 working days.
- **Grants Manual:** Within 90 days of the start of the Cooperative Agreement, the Recipient shall submit a Grants Manual to the AOR and to the Acquisition and Assistance Office for their review.
- **Quarterly Progress Report:** Quarterly reports will summarize the following: program highlights, achievements, and major activities; budget information; problems encountered, proposed remedial actions and impact achieved against the objectives. The Recipient shall submit an electronic copy of a performance report to the AOR. The performance reports are required to be submitted quarterly (30 calendar days after the quarter). Please refer to 2 CFR 200.328 (b) (1). Along with the quarterly progress report, the Awardee will provide one success story (*Telling Our Story*) from its program. Success stories should be no more than one page. In addition, reporting will also be done through the mission's online performance monitoring system, which is currently Dev Results.
- **Annual reports:** The annual report shall be submitted within 90 calendar days after the reporting period the end of the first full USAID fiscal year and annually thereafter for each authorized year of performance. The Annual Performance Report shall follow the same format as the quarterly report, but with additional focus on cumulative accomplishments, progress and problems toward achievement of results, performance measures, indicators and benchmarks tied to the Annual Work Plan and the AMEP targets, for the quarter and the entire previous fiscal year, which runs from October 1-September 30.
- **Outreach and Communication Strategy:** A communication and outreach strategy shall be developed on an annual basis and incorporated as a section of the Annual Work Plan. The strategies will include the overall communication message of the program, as set forth in the Branding and Marking Plan. The annual strategies must also focus on opportunities for USG visibility through the components of the project in terms of branding and marking but also with regard to events and other direct engagements. The project offers opportunities for signing ceremonies, graduation ceremonies and engagement with the NGOs and their target audiences throughout the course of the project. The strategy must ensure the use

of traditional and social media.

- **Final Program Report:** The Recipient shall submit the original and one copy to FMO, the Agreement Officer (if requested), the AOR, and to the Development Experience Clearinghouse (DEC). Submission instructions to DEC can be found at: <http://dec.usaid.gov>.
- **Short-Term Consultant Reports, Technical Briefs/Reports, Special and External Reports:** If applicable, upon completion of the services of each short-term consultant, the recipient shall submit a report to the AOR summarizing the activities, accomplishments and recommendations of the consultant. This can be either in written or verbal form as determined by the AOR. In addition, the recipient shall provide copies of all technical reports including analyses, policy recommendations, comparative studies, etc. to the AOR as these are developed.
- **Geographic Data Reporting Requirements**
 - Activity Location Data (coordinates): The Awardee shall submit Activity Location Data which indicates the geographic location(s) where an activity is implemented. If Activity Location Data exists in a Geographic Information System (GIS) data format, it shall be submitted in accordance with the Geographic Data formatting requirements outlined in the below standards. Activity Location Data shall be submitted as part of the quarterly reports.
 - Geographic Data Standards:
 - Geographic Data must be submitted in industry standard formats such as Shapefile (.shp) or GeoTIFF, or in a File Geodatabase.
 - Geographic Data must be projected to the Geographic Coordinate System World Geodetic System 1984 (GCS WGS 1984). All data must use the World Geodetic System 1984 (WGS 1984) datum.
- **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.
- **Development Experience Clearinghouse Requirements:** The Recipient shall be required to submit any technical reports produced under this program, in English, to USAID's Development Experience Clearinghouse (DEC) according to the instructions found at <https://dec.usaid.gov/dec/content/submit.aspx>

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

Branding & Marking:

The apparently successful applicant will be required to submit a Branding Strategy and Marking Plan to be evaluated and approved by the Agreement Officer. 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/>. See 2 CFR

700.16 or, for non-U.S. organizations, see the provision entitled “Marking and Public Communications Under USAID-Funded Assistance”.

The Recipient must comply with the requirements of the USAID “Graphic Standards Manual” available at www.usaid.gov/branding, or any successor branding policy.

Program Income:

Any program income generated under the award will be used to reduce the Federal award and non-Federal entity contributions rather than to increase the funds committed to the activity in accordance with 2 CFR 200.307.

Environmental Compliance:

- A. 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 Federal Regulations (22 CFR 216) and in USAID’s ADS 204, which require that any potential environmental impacts of USAID-financed activities be identified prior to a final decision to proceed and that appropriate environmental safeguards are adopted for all activities. In case of a conflict between host country and USAID regulations, the latter shall govern. The Recipient’s environmental compliance obligations under these regulations and procedures are specified in the following paragraphs of this NOFO.

No activity funded under this Cooperative Agreement will be implemented unless an environmental threshold determination, as defined by 22 CFR 216, has been reached for that activity, as documented in a Request for Categorical Exclusion (RCE), Initial Environmental Examination (IEE), or Environmental Assessment (EA) duly signed by the Bureau Environmental Officer (BEO). (Hereinafter, such documents are described as “approved Regulation 216 environmental documentation.”)

- B. An Initial Environmental Examination (IEE) (LAC-IEE-16-43) has been approved for the Project funding this NOFO. The IEE covers activities expected to be implemented under this Cooperative Agreement. USAID has determined that a Negative

Determination with conditions applies to one or more of the proposed activities. This indicates that if these activities are implemented subject to the specified conditions, they are expected to have no significant adverse effect on the environment. The applicant shall be responsible for implementing all IEE conditions pertaining to activities to be funded under this solicitation.

- C. As part of its initial Work Plan, and all Annual Work Plans thereafter, the recipient, in collaboration with the USAID Cognizant Technical Officer and Mission Environmental Officer or Bureau Environmental Officer, as appropriate, shall review all ongoing and planned activities under this Cooperative Agreement to determine if they are within the scope of the approved Regulation 216 environmental documentation.

If the recipient 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.

- D. For activities with NDC including training service providers on using Family Planning methods, the following actions are required:

The implementer should comply with Haitian regulations for medical waste management: <http://www.moh.gov.jo/AR/Documents/Medical%20waste.pdf>

For activities with NDC including procurement of medical equipment, supplies, furniture and/or office equipment, the following actions are required:

The implementer is required to ensure that equipment, commodities (see also ADS 312) and materials are procured from certified retailers; environmental safety and quality certificates conforming with national and/or international standards are available; equipment and materials are used in an environmentally sound and safe manner, properly disposed of when applicable at the end of their useful life in a manner consistent with best management practices according to USG, European Union or equivalent standards acceptable to USAID.

For activities with NDC including small-scale rehabilitation activities, the following actions are required:

Environmental Due Diligence (EDD) in the form of Environmental Review and Assessment Checklist is required to identify environmental effects, develop Environmental Manual and Mitigation and Monitoring Plans when applicable, confirm/neglect and mitigate a potentially significant adverse effect approved by the Mission Environment Officer (MEO).

Since the approved Regulation 216 documentation is (1) an IEE that contains one or more

Negative Determinations with conditions, the recipient shall:

- Unless the approved Regulation 216 documentation contains a complete environmental mitigation and monitoring plan (EMMP) or a project mitigation and monitoring (M&M) plan, the recipient shall prepare an EMMP or M&M Plan describing how the recipient will, in specific terms, implement all IEE and/or EA conditions that apply to proposed project activities within the scope of the award. The EMMP or M&M Plan shall include monitoring the implementation of the conditions and their effectiveness approved by the MEO.
 - Integrate a completed EMMP or M&M Plan into the initial work plan.
 - Integrate an EMMP or M&M Plan into subsequent Annual Work Plans, making any necessary adjustments to activity implementation in order to minimize adverse impacts to the environment.
- E. A provision for sub-grants is included under this award; therefore, the recipient will be required to use an Environmental Review Form (ERF) or Environmental Review (ER) checklist using impact assessment tools to screen grant proposals to ensure the funded proposals will result in no adverse environmental impact, to develop mitigation measures, as necessary, and to specify monitoring and reporting. Use of the ERF or ER checklist is called for when the nature of the grant proposals to be funded is not well enough known to make an informed decision about their potential environmental impacts, yet due to the type and extent of activities to be funded, any adverse impacts are expected to be easily mitigated. Implementation of sub-grant activities cannot go forward until the ERF or ER checklist is completed and approved by USAID. Recipient is responsible for ensuring that mitigation measures specified by the ERF or ER checklist process are implemented.

The recipient will be responsible for periodic reporting to the USAID Cognizant Technical Officer, as specified in the Schedule/Program Description of this solicitation.

Local Capacity Development/Sustainability/Gender:

The most recent USAID gender assessment in Haiti (2016) clearly and strongly recognized the interplay between gender and nutrition. For example, the assessment reported, “gender-skewed statistics are observed in health and nutrition.” In general, high levels of hunger and inadequate nutrition among poor women and children are identified as key gender vulnerabilities in Haiti.

Implementing a gender equality approach in RANFOSE is critical to sustaining development gains across Haiti. Evidence has shown that when women are empowered, educated, and can earn and control income, infant mortality declines, child health, nutrition, and development improve, agricultural productivity rises, population growth slows, economies expand, and cycles of poverty are broken. To promote gender equality and to mitigate structural and other gender inequalities, it is critical that programs demonstrate thorough gender integration into all planned activities, including equitable access to fortified foods.

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SECTION G: FEDERAL AWARDING AGENCY CONTACT(S)

Any prospective applicant desiring an explanation or interpretation of this NOFO must request it in writing by the deadline for questions specified in the cover letter to allow a reply to reach all prospective applicants before the submission of their applications. Any information given to a prospective applicant concerning this NOFO will be furnished promptly to all other prospective applicants as an amendment of this NOFO, if that information is necessary in submitting applications or if the lack of it would be prejudicial to any other prospective applicants.

Any questions or comments concerning this NOFO must be submitted in writing by email to Ms. Marva Butler at mbutler@usaid.gov and Ms. Sandra Ricot at sricot@usaid.gov by the deadline for questions indicated at the top of this NOFO's cover letter.

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