

U.S. DEPARTMENT OF LABOR

Bureau of International Labor Affairs

Program Office:

OCFT

Notice of Availability of Funds and Funding Opportunity Announcement for: Increasing Responsiveness of Cambodian Organizations of Persons with Disabilities and their Key Stakeholders to Labor Exploitation and Barriers that Impede Access to Decent Work

Announcement Type: _____

Funding Opportunity Number: FOA-ILAB-24-30

Assistance Listing Number: 17.401

Key Dates: The closing date for receipt of applications under this announcement is 09/25/2024. Applications must be received no later than 11:59 p.m. Eastern Time.

All technical questions related to the content of this Funding Opportunity Announcement (FOA) must be submitted no later than 10 business days prior to the close date of the FOA.

Award decisions are expected to be made between 09/30/2024 and 12/31/2024.

The Department will make its best efforts to make award decisions within this timeframe, but please be aware that there are a variety of circumstances that may result in a later or earlier than expected award decision.

To apply: Submit applications via <https://www.grants.gov/> in response to this funding opportunity number.

Please refer to Section IV for application submission instructions.

EXECUTIVE SUMMARY

The Bureau of International Labor Affairs (ILAB), U.S. Department of Labor (USDOL, or the Department), announces the availability of approximately \$3,000,000 total costs (subject to the availability of Federal funds) for 1 cooperative agreement(s) to fund a technical assistance project(s) in Cambodia to increase the responsiveness of Cambodian Organizations of Persons with Disabilities (OPDs) and their key stakeholders to labor exploitation and barriers that impede access to decent work.

The duration of the project will be 54 months from the effective date of the award.

Eligible applicants include any commercial, international, educational, or non-profit organizations, including any faith-based organizations, community-based organizations, or public international organizations (PIOs). Please see section III of this funding opportunity announcement for complete eligibility requirements.

The **project-level objective** is increased responsiveness of Cambodian Organizations of Persons with Disabilities (OPDs) and their key stakeholders (1) to labor exploitation and barriers that impede access to decent work. (2)

- **Outcome 1:** Increased understanding of the linkage between disability and vulnerability to child labor, forced labor and/or human trafficking and of barriers that impede access to decent work for persons with disabilities.
- **Outcome 2:** Increased coordination and partnerships between/among OPDs and their key stakeholders to address the prevalence of child labor, forced labor and/or human trafficking among persons with disabilities and barriers that impede their access to decent work.
- **Outcome 3:** Increased implementation of sustainable interventions by OPDs and their key stakeholders that address the linkage between disability and vulnerability to child labor, forced labor and/or human trafficking and barriers that impede access to decent work.

The applicant must propose strategies that are based on a disability inclusion and equity analysis to identify potential barriers and challenges, which increase vulnerability to labor exploitation for persons with disabilities and hinder their access to decent work. The analysis must take into consideration the needs of persons with disabilities within marginalized and underrepresented groups (see Requirements Across Technical Proposal section). Projects are encouraged to incorporate strategies that address intersectional discrimination, based on assessed needs. Persons with disabilities are part of every group and may experience increased discrimination due to intersections with disability and other facets of their identity (e.g. gender). (3) Applicants should seek to propose strategies that are sustainable and describe how they will be sustained after the project ends. Applicants must propose geographic locations for project interventions, including the number of provinces and municipalities for project implementation. The choice of target locations must be supported by factors, such as high vulnerability to child labor, forced labor and/or human trafficking, and barriers that hinder access to decent work. Emphasizing a disability inclusive development approach, applicants' proposals must demonstrate equitable participation and integration of local Cambodian OPDs early, often, and throughout the project cycle in the design, implementation, monitoring and evaluation of the project. (4)(5)(6) Where relevant to the applicant's proposed strategy as it relates to children or adults with disabilities, Applicants should support and promote protective and nurturing family care, as well as home and community-based support services, and avoid approaches that would strengthen or perpetuate institutions and other residential care settings that contribute to the segregation of persons with disabilities from society. For more information, [please see the following CRPD \(Convention on the Rights of Persons with Disabilities\) Committee guidelines on deinstitutionalization.](#)

Applicants must propose a strategy that is guided by the provisions set forth in the UN Convention on the Rights of Persons with Disabilities. (7) The strategy should adopt an inclusive

development approach with a focus on OPDs/persons with disabilities ([see USAID’s help guide on inclusive development](#)).

Strategies must be guided by the following principles:

- **“Nothing About Us Without Us”**, activities should be led by, or have strong support from and participation by OPDs. Proposals must substantively involve local organizations, focus on activities at the local and community level, and include awards or sub-awards to local organizations. Program proposals must address and support the specific needs of persons with disabilities. The Applicant must demonstrate how they will meaningfully involve persons with disabilities in the design, implementation, and monitoring and evaluation of the project. **Proposals must include sub-awarding or sub-contracting mechanisms that provide, at minimum, 30% of total direct costs to OPDs.** (8)(9)
- **Collective Action**: Every effort should be made in program design to bring disability groups together for collective action. Work with local OPDs must not be focused exclusively on one or a few types of disabilities. Safety and security should be integrated throughout all activities in the project. (10)
- **“Do No Harm”**: measures (e.g., trauma informed approaches) must be taken to ensure that efforts do not put any marginalized and/or underrepresented individual at increased risk of harm nor contribute to inequities, exclusion, discrimination, vulnerability, stigmatization, or violence towards programming design, implementation, monitoring, and evaluation. (11)

ILAB/OCFT works to reduce child labor, forced labor, and human trafficking worldwide and to safeguard dignity at work, including through a focus on the most vulnerable populations and communities. In addition to promoting racial and gender equity, ILAB is committed to advancing the labor rights of persons with disabilities, including by promoting their access to decent work and supporting their active participation and inclusion in programming and activities that advance their well-being.

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I. FUNDING OPPORTUNITY DESCRIPTION

A. PROGRAM PURPOSE

ILAB leads the U.S. Government's (USG) efforts to improve working conditions and fight labor exploitation around the world. ILAB's mission is to strengthen global labor standards, enforce labor commitments among trading partners, promote racial and gender equity, and combat international child labor, forced labor, and human trafficking. ILAB's Office of Child Labor, Forced Labor and Human Trafficking (OCFT) works to eliminate child labor, forced labor and human trafficking through international research, policy engagement, and technical cooperation. See ILAB's webpage for additional information: <https://www.dol.gov/agencies/ilab>. ILAB's Knowledge Portal contains detailed information on OCFT's technical assistance projects, including evaluations, lessons learned, project-produced resources, and good practices: <https://www.dol.gov/agencies/ilab/ilab-knowledge-portal>.

This FOA solicits applications to implement 1 project(s) with the objective to increase responsiveness of Cambodian Organizations of Persons with Disabilities (OPDs) and their key stakeholders to labor exploitation and barriers that impede access to decent work.

The **project-level objective** is increased responsiveness of Cambodian Organizations of Persons with Disabilities (OPDs) and their key stakeholders (1) to labor exploitation and barriers that impede access to decent work. (2)

- **Outcome 1:** Increased understanding of the linkage between disability and vulnerability to child labor, forced labor and/or human trafficking and of barriers that impede access to decent work for persons with disabilities.
- **Outcome 2:** Increased coordination and partnerships between/among OPDs and their key stakeholders to address the prevalence of child labor, forced labor and/or human trafficking among persons with disabilities and barriers that impede their access to decent work.

- **Outcome 3:** Increased implementation of sustainable interventions by OPDs and their key stakeholders that address the linkage between disability and vulnerability to child labor, forced labor and/or human trafficking and barriers that impede access to decent work.

The applicant must propose strategies that are based on a disability inclusion and equity analysis to identify potential barriers and challenges, which increase vulnerability to labor exploitation for persons with disabilities and hinder their access to decent work. The analysis must take into consideration the needs of persons with disabilities within marginalized and underrepresented groups (see Requirements Across Technical Proposal section). Projects are encouraged to incorporate strategies that address intersectional discrimination, based on assessed needs.

Persons with disabilities are part of every group and may experience increased discrimination due to intersections with disability and other facets of their identity (e.g. gender). (3) Applicants should seek to propose strategies that are sustainable and describe how they will be sustained after the project ends. Applicants must propose geographic locations for project interventions, including the number of provinces and municipalities for project implementation. The choice of target locations must be supported by factors, such as high vulnerability to child labor, forced labor and/or human trafficking, and barriers that hinder access to decent work. Emphasizing a disability inclusive development approach, applicants' proposals must demonstrate equitable participation and integration of local Cambodian OPDs early, often, and throughout the project cycle in the design, implementation, monitoring and evaluation of the project. (4)(5)(6) Where relevant to the applicant's proposed strategy as it relates to children or adults with disabilities, Applicants should support and promote protective and nurturing family care, as well as home and community-based support services, and avoid approaches that would strengthen or perpetuate institutions and other residential care settings that contribute to the segregation of persons with disabilities from society. For more information, [please see the following CRPD \(Convention on the Rights of Persons with Disabilities\) Committee guidelines on deinstitutionalization.](#)

Applicants must propose a strategy that is guided by the provisions set forth in the UN Convention on the Rights of Persons with Disabilities. (7) The strategy should adopt an inclusive development approach with a focus on OPDs/persons with disabilities ([see USAID's help guide on inclusive development](#)).

Strategies must be guided by the following principles:

- **“Nothing About Us Without Us”**, activities should be led by, or have strong support from and participation by OPDs. Proposals must substantively involve local organizations, focus on activities at the local and community level, and include awards or sub-awards to local organizations. Program proposals must address and support the specific needs of persons with disabilities. The Applicant must demonstrate how they will meaningfully involve persons with disabilities in the design, implementation, and monitoring and evaluation of the project. **Proposals must include sub-awarding or sub-contracting mechanisms that provide, at minimum, 30% of total direct costs to OPDs.** (8)(9)
- **Collective Action:** Every effort should be made in program design to bring disability groups together for collective action. Work with local OPDs must not be focused

exclusively on one or a few types of disabilities. Safety and security should be integrated throughout all activities in the project. (10)

- **“Do No Harm”:** measures (e.g., trauma informed approaches) must be taken to ensure that efforts do not put any marginalized and/or underrepresented individual at increased risk of harm nor contribute to inequities, exclusion, discrimination, vulnerability, stigmatization, or violence towards programming design, implementation, monitoring, and evaluation. (11)

ILAB/OCFT works to reduce child labor, forced labor, and human trafficking worldwide and to safeguard dignity at work, including through a focus on the most vulnerable populations and communities. In addition to promoting racial and gender equity, ILAB is committed to advancing the labor rights of persons with disabilities, including by promoting their access to decent work and supporting their active participation and inclusion in programming and activities that advance their well-being.

This announcement is for the award of 1 new cooperative agreement(s) with the specific project objective and outcomes outlined in this FOA. As such, applicants may not submit applications to renew or supplement an existing project.

B. PROGRAM AUTHORITY

ILAB is authorized to award and administer grants and cooperative agreements by the Department of Labor Appropriations Act, 2024, PL 118-47, Division D, Title I.

C. BACKGROUND INFORMATION

Cambodia is frequently cited as having one of the highest rates of persons living with disabilities worldwide.(12)(13) Based on the 2019 General Population Census, nearly five percent of or approximately 700,000 Cambodians have disabilities(14) (65 percent of which live in rural areas and roughly 15,000 are institutionalized).(15) Causes of disabilities include birth defects, accidents (traffic and work related, gunshots), illness, congenital diseases, landmines, unexploded ordnance and old age. (16)(17)

Cambodians with disabilities experience a multitude of exclusionary challenges and barriers (especially in rural and remote areas) which hinder access to decent work, prevent economic empowerment and increase vulnerability to child labor and forced labor.(18)(19)(20)(21)(22) This includes widespread discrimination, negative societal attitudes; lack of access to information, education, skills development and employment; inaccessible physical infrastructure; an absence of inclusive services and public policies; and a lack of knowledge of disability rights for children and adults with disabilities, and their families.(23) Discrimination and vulnerability are magnified among children, women and girls with disabilities and persons who are deaf or hard of hearing, persons with sight impairment and especially among persons with intellectual and psychosocial disabilities, which further impedes access to education and employment.(24) While data on labor exploitation among persons with disabilities is very limited, available evidence indicates that Cambodians with disabilities, including children, may engage in forced begging as a result of trafficking.(25)(26)(27)(28) In addition, disabilities can be acquired due to poor working conditions and exploitation. Children working in brick kilns are frequently injured, requiring upper limb amputations (below the shoulder and occasionally below the elbow).(29) Furthermore, having a household member with a disability, including as a result of injury or

illness, can drive family members (children and adults) into exploitative labor in order to sustain their households due to a loss of income or increased expenses such as medical care.(30)(31)

The Government of Cambodia has taken several actions to support the rights and inclusion of persons with disabilities. Examples include: quotas for the recruitment of persons with disabilities in the public (two percent) and private sectors (one percent), the ratification of the CRPD, the adoption of the Law on the Protection and Promotion of the Rights of Persons with Disabilities (currently being further amended(32)), the National Disability Strategic Plan 2019-2023 (NDSP) and National Employment Policy 2015-2025.(33)(34) However, poor enforcement, deficient implementation and a general lack of comprehension of disability inclusion concepts remain, impeding progress towards realizing full and equal rights for Cambodians with disabilities.(35) In 2019, the Cambodian Disabled Persons Organization conducted a survey of 4,304 persons with disabilities.(36) Over 60 percent of persons interviewed were living below the poverty line and needed to travel 50 percent further to receive basic services. More than 60 percent of children with disabilities were unable to attend school.(37) Costs incurred to provide care for family members with disabilities further exacerbates household impoverishment, leading to a poverty rate of 34 percent. According to figures based on the 2019 General Population Census, 61 percent of Cambodians ages five years and up without disabilities were employed; in comparison, only 32 percent of persons with severe disabilities were employed.(38) Moreover, most persons with disabilities work in informal sector or are self-employed.(39)

Organizations of Persons with Disabilities (OPDs) are managed by and for persons with disabilities, which seek to advance their rights by raising awareness in society and advocating for their equal rights as citizens.(40) Cambodia has a vigorous disability movement, which includes the Cambodian Disabled Persons Organization (the primary body that promotes the rights and inclusion of persons with disabilities at national and sub-national levels) and its vast network of members, comprising of 75 OPDs and 11 Women with Disabilities Forums from across the country.(41) While these organizations have been at the forefront of advocacy in Cambodia, they lack resources. OPDs need strengthened organizational, technical, and leadership capacity and skills to effectively advocate and monitor progress towards preventing labor exploitation, promoting decent work, and achieving disability rights.(42) In particular, OPDs have limited knowledge on child labor, forced labor, and human trafficking. They have worked sparingly on issues related to employment, training, labor exploitation and access to decent work for persons with disabilities. Additionally, OPDs have had limited engagement with unions or labor rights organizations.

Persons with disabilities and OPDs face additional challenges in accessing information on labor exploitation and access to decent work. There is a severe lack of assistive services. For example, visually impaired persons lack adapted assistive technology to foster access to Information and Communications Technology (ICT). Hearing impaired persons rarely have access to deaf services including sign language. There are only 20 trained sign language interpreters in all of Cambodia.

More efforts are needed to combat labor exploitation of Cambodians with disabilities, ensure their access to decent work and empowerment through inclusion.(43)(44) Given the general data limitations regarding exploitative labor of persons with disabilities, more research is required to better understand the scope of exploitation and worker rights violations which can inform impactful interventions.(45)(46)(47) Preventing child labor, forced labor and human trafficking

through access to decent work can only be attained through education and employment that is inclusive and accessible.(48) Addressing discrimination and stigma is necessary to facilitate access to decent work.(49) More investment is needed to improve the organizational, technical and leadership capacities of OPDs, particularly those composed of unrepresented groups that work in rural areas.(50) OPDs must be consulted by stakeholders as an important source of knowledge, expertise and experience on rights-based disability inclusive approaches to promote decent work and prevent labor exploitation. OPDs play a significant role, representing the voice of persons with disabilities themselves.

II. AWARD INFORMATION

A. AWARD TYPE AND AMOUNT

Funding will be provided in the form of a cooperative agreement. Approximately \$3,000,000 total costs is expected to be available to fund approximately 1 (one) award(s). Applicants may apply for a ceiling amount of up to \$3,000,000 total costs. Awards made under this announcement are subject to the availability of federal funds. In the event that additional funds become available, USDOL reserves the right to increase the amount of an award or to use such funds to select additional recipients from applications submitted in response to this announcement.

In addition to its normal consultative role as grantor, ILAB's substantial involvement in program activities may focus on elements that are essential to meet program requirements and ensure achievement of program objectives and outcomes. ILAB's involvement may include, but not be limited to:

- Liaising with in-country USG officials and host country governments on matters related to the project.
- Collaborating substantially on the project strategy and implementation, as well as the development of the project document package.
- Collaborating substantially on the development and implementation of the monitoring and evaluation plan and all of its components.
- Providing highly specialized input on the technical definitions and concepts of workers' rights, international labor standards, occupational safety and health (OSH), industrial relations, social dialogue, collective bargaining, freedom of association, acceptable conditions of work, stakeholder compliance, non-discrimination, labor courts, labor administration, labor inspection, labor law and judicial reform, legal and policy frameworks, child labor, forced labor, human trafficking, and effective enforcement, among others.
- Being substantially and actively involved in designing research, service provision, and/or capacity building activities jointly with the recipient.
- Reviewing and providing input on project's planning for sustainability and collaborating to promote sustainability of project efforts, including through replication of good practices.

B. PERIOD OF PERFORMANCE

The required period of performance is 54 months from the effective date of the award. This performance period includes all necessary implementation and start-up activities. Only allowable costs incurred during the period of performance may be charged to the federal award (2 CFR 200.1 Period of performance).

III. ELIGIBILITY INFORMATION

A. ELIGIBLE APPLICANTS

The following organizations are eligible to apply:

- U.S. organizations:
 - Nonprofits, including any faith-based organizations or community-based organizations
 - Public/State Controlled Institutions of Higher Education
 - Private Institutions of Higher Education
 - Historically Black Colleges and Universities (HBCUs)
 - Tribally Controlled Colleges and Universities
 - Alaska Native and Native Hawaiian Serving Institutions
 - Asian American Native American Pacific Islander Serving Institutions (AANAPISIs)
 - Hispanic-serving Institutions (HSIs)
 - Minority Serving Institutions
 - Native American tribal organizations (Federally recognized)
 - For-Profit organizations
- Non-U.S. organizations:
 - Non-U.S. Entities, including PIOs, as described in 2 CFR 200.1.

Applicants selected for award, including PIOs, must abide by DOL's requirements in the term and conditions of the award, in alignment with U.S. appropriation laws and applicable U.S. regulations.

Applicants do not need previous experience managing federal awards, but they must speak persuasively about their ability to leverage other previous experience and bring it to scale in support of a large federal investment.

The following types of organizations **are not** eligible to apply nor to participate as subrecipients/contractors:

- Organizations designated by the U.S. Government to be associated with terrorism.
- Organizations designated by the U.S. Government to have been debarred or suspended.
- Organizations planning to charge a fee (profit) associated with a project funded by a USDOL award.
- Foreign governments and entities that are agencies of, or operated by or for, a foreign state or government are not eligible to apply. However, they may be eligible to participate as a subrecipient in certain instances, subject to USDOL approval. NOTE: If an exception

to this subrecipient eligibility criterion might be appropriate, the application must include a detailed justification for the possible exception. **USDOL funds are not intended to duplicate existing foreign government efforts or substitute for activities for which such governments have already assumed responsibility.** USDOL will make eligibility decisions on a case-by-case basis after receiving the application.

Eligible applicants for this FOA also include Organizations of Persons with Disabilities (OPDs).

B. COST SHARING OR MATCHING

This program does not require cost sharing or matching funds. Including such funds is not one of the application screening criteria and applications that include any form of cost sharing or match will not receive additional consideration during the review process. Instead, the agency considers any resources contributed to the project beyond the funds provided by the agency as leveraged resources. Section IV.B.2 provides more information on leveraged resources.

C. OTHER INFORMATION

1. Application Screening Criteria

Use the following checklist as a guide when preparing the application package to ensure that the application has met all of the screening criteria. Note that this checklist is only an aid for applicants and should not be included in the application package. It is recommended to use this checklist to ensure that the application contains all required items. If the application does not meet all of the screening criteria, the application will not move forward to the merit review process.

Application Requirement	Instructions	Complete?
The deadline submission requirements are met	Section IV.B.3.a	
Eligibility	Section III.A	
The components of the application are saved in any of the specified formats and are not corrupt. (USDOL will attempt to open documents, but will not troubleshoot any problems related to opening files)	Section IV.B.3.b	
Application does not exceed the ceiling amount of \$3,000,000 total costs	Section II.A	
Applicant has registered with the System for Award Management (SAM) and maintains an active account	Section IV.B.2.a	
Completed and signed SF-424, <i>Application for Federal Assistance</i> , including a Unique Entity Identifier Number	Section IV.B.2.c	
SF-424A, <i>Budget Information Form</i>	Section IV.B.2.d	
Technical Proposal	Section IV.B.1	
Attachments to Technical Proposal	Section IV.B.1	

• Abstract • Work Plan • Sustainability Strategy Template • Relevant Grant and/or Contract Experience • Evidence of Country Presence, if applicable • Project Management Organizational Chart • Disability, Gender Equity and Social Inclusion (DGESI) analysis • Letter(s) of signed support from local OPDs they wish to partner with for the purpose of the project. Such letters should demonstrate significant involvement of OPDs in the design, implementation, monitoring, and evaluation of the project.		
Cost Proposal	Section IV.B.2	
Budget Narrative	Section IV.B.2.e	

2. Number of Applications to be Submitted

Multiple applications from an organization are not allowed. If multiple applications are received, the most recent application submitted by the deadline will be accepted. If the most recent application is disqualified for any reason, USDOL will not replace it with an earlier application. Applicant entities are not precluded from participating as partners on another entity's application.

IV. APPLICATION AND SUBMISSION INFORMATION

A. HOW TO OBTAIN AN APPLICATION PACKAGE

This FOA, found at www.grants.gov, contains all of the information needed to apply for funding. Applicants should note that it includes hyperlinks to external forms and resources. Applicants are required to comply with all parts of the FOA, including those parts found at the hyperlinks.

B. CONTENT AND FORM OF APPLICATION SUBMISSION

Applications submitted in response to this FOA must consist of two separate and distinct parts: (1) a Technical Proposal, including attachments; and (2) a Cost Proposal, including the SF-424 Application for Federal Assistance and related forms identified as follows. It is the applicant's responsibility to ensure that the funding amount requested is consistent across all parts of the

application. If the funding amount is not consistent, the amount requested on the SF-424 will be considered for the purpose of the award.

1. Technical Proposal

Applicants should use their technical expertise to propose how to meet the requirements of the FOA and must provide justification for their choices based on evidence (see definition in Appendix B), analysis of contextual opportunities and constraints, and available resources within the requirements of the FOA. Applicants must include specific citations to the evidence used to support their proposed project strategy. If there is limited evidence to support the proposed intervention(s), applicants may propose to pilot an innovative approach but must include and describe a plan for monitoring and assessing the effectiveness of the intervention(s).

All pages of the application must be numbered. All required documents (including attachments) must be submitted in English. Any additional documentation submitted that is not required or specifically requested under this announcement will not be considered during the merit review process.

Technical Proposals must be no more than 50 single-sided, double-spaced pages (8.5 x 11 inches with 1-inch margins). If any page limits required by this FOA for any part of the application are exceeded, the content that exceeds the page limit will not be considered during the merit review process. Font style must be Times New Roman and font size must be 12-point. The Cover Page, Acronyms List, Table of Contents, required attachments to the Technical Proposal, and the Cost Proposal do not count toward the page limit and do not have any spacing restrictions. Different fonts and font sizes may be used for tables, text boxes, and graphics. However, it is the applicant's responsibility to ensure that they are legible and meet electronic submission requirements. Documents which cannot be read or accessed by the Department will not be considered during the merit review process. Please see section IV.B.3. for the file format requirements for electronic submissions.

The following instructions provide all the information needed to complete the Technical Proposal. Applicants should carefully read and consider each section and include all required information. The Technical Proposal will be evaluated using the evaluation criteria identified in Section V, Application Review Information. Applicants must use the same section headers identified in this FOA for each section of the Technical Proposal:

a. Abstract (Executive Summary)

Applicants must submit as an attachment an abstract summarizing the proposed project including, but not limited to, the project objective, proposed outcomes, sub-outcomes (if included in this FOA), outputs, and activities. The abstract should describe the proposed project in plain language and include the following sections:

- 1) Applicant's Name and Title for the Project.** The applicant's name and title for the proposed project.
- 2) Purpose.** A brief description of the purpose for the award, including a description of the geographic area to be served (if applicable), population(s) to be served (if applicable), number and description of individuals, groups and institutions to be served (if applicable), and the funding level requested.

3) Activities to be Performed. A brief description of award specific activities and other deliverables.

4) Expected Outcomes. The project objective, proposed outcomes, sub-outcomes (if included in this FOA), and outputs.

5) Intended Beneficiaries. Intended beneficiary(ies) or recipient(s) of the project activities.

6) Subrecipient Activities. If sub-awards are proposed, then specify the activities to be provided and the name of each proposed sub-awardee, if known.

The abstract is limited to two double-spaced single sided 8.5 x 11-inch pages with 12-point text font, Times New Roman font style, and 1-inch margins. When submitting in Grants.gov, this document must be uploaded as an attachment to the application package and specifically labeled "Abstract."

b. Table of Contents

The table of contents must list all required documents and include their corresponding page numbers.

c. Project Narrative

The Project Narrative must describe in detail the applicant's response to the FOA. At minimum, the Project Narrative must contain the following sections:

1) Problem Analysis (up to 7 points)

Applicants will be evaluated based on their degree of understanding of the scope and nature of the problem that forms the basis of the project design. Applicants must describe the need for assistance, including the nature and scope of the problems, and the consequences of not addressing the need. Include relevant cultural, economic, social, labor and/or legal factors contributing to the problem. This information must be supported by relevant empirical data, including citations. Applicants must identify significant gaps in laws, policies, programs and coordination efforts that contribute to the identified problem and that need to be addressed by the project. The problem analysis should draw from insights obtained from their Disability, Gender Equity and Social Inclusion (DGESI) analysis (described in the Project Design section below).

2) Project Design (up to 43 points)

a) Project Strategy and Sustainability Strategy (up to 38 points)

The applicant's Project Strategy and Sustainability section will be evaluated based on its responsiveness to the unmet need described in its Problem Analysis.

The project-level objective is increasing responsiveness of Cambodian Organizations of Persons with Disabilities (OPDs) and their key stakeholders to labor exploitation and barriers that impede access to decent work.

In support of achieving the objective, the project should be designed to achieve the following outcomes and sub-outcomes, if required:

Outcome 1: Increased understanding of the linkage between disability and vulnerability to child labor, forced labor and/or human trafficking and of barriers that impede access to decent work for persons with disabilities.

Outcome 2: Increased coordination and partnerships between/among OPDs and their key stakeholders to address the prevalence of child labor, forced labor and/or human trafficking among persons with disabilities and barriers that impede their access to decent work.

Outcome 3: Increased implementation of sustainable interventions by OPDs and their key stakeholders that address the linkage between disability and vulnerability to child labor, forced labor and/or human trafficking and barriers that impede access to decent work.

For the Disability, Gender Equity and Social Inclusion (DGESI) analysis, applicants must consider barriers faced by persons with disabilities, particularly from marginalized and underrepresented groups, that the project might address for equitable inclusion, meaningful involvement, and equal benefit. Applicants must consider and describe what kinds of barriers would have to be overcome and what factors would need to be true to overcome the barriers. Factors that applicants should consider include but are not limited to: Time and Space; Accessibility; Knowledge, Beliefs and Perceptions; Practices and Participation; Power and Decision-making; Knowledge and Education; Employment and Decent Work and Income; Legal Rights and Status; and Access to Assets. ([See USAID's Guide on How to Integrate Disability into Gender Assessments and Analyses](#), inclusion of disability assessment and analyses section and Annex A: Disability and Gender). The DGESI analysis should be submitted as a separate attachment. (Maximum 4 pages. This does not count against the Technical Narrative page limit.)

The applicant's Project Strategy and Sustainability Strategy section will be evaluated based on responsiveness to unmet needs described in the Problem Analysis. Each applicant's proposal will be assessed based on how well the DGESI analysis informed the design of the overall project.

Proposed project strategies must be focused on identified geographic areas. Applicants must specify the provinces and municipalities selected and provide evidence-based reasoning for their selection.

Outcome 1: Increased understanding of the linkage between disability and vulnerability to child labor, forced labor and/or human trafficking and of barriers that impede access to decent work for persons with disabilities. For Outcome 1, applicants must propose a strategy and describe how they will work with and support key stakeholders to design and implement disability inclusive research to examine the link between disability and vulnerability to child labor, forced labor and/or human trafficking and barriers that impede access to decent work. This research must also consider vulnerability to labor exploitation as a result of disability in the household unit. The purpose of this research is to inform project activities and to expand the knowledge base of OPDs, their key stakeholders and broader public

concerning labor exploitation and decent work barriers in support of future interventions.

Applicants must:

- Explain how they will fill research gaps to examine the link between disability and child labor, forced labor and/or human trafficking and of barriers that impede access to decent work in Cambodia for persons with disabilities.
- Propose an inclusive research design strategy that uses a valid methodology that draws upon science and indigenous knowledge.
- Give examples of knowledge products proposed as project deliverables and means for their dissemination, so that they are accessible to persons with disabilities.
- Describe methods for measuring change in knowledge and behavior change in areas of project implementation.
- Outline plans to use the results to increase general understanding of the linkage between disability and vulnerability to child labor, forced labor and/or human trafficking and of barriers that impede access to decent work for persons with disabilities and to promote use of the results to inform effective action.

Outcome 2: Increased coordination and partnerships between/among OPDs and their key stakeholders to address the prevalence of child labor, forced labor and/or human trafficking among persons with disabilities and barriers that impede their access to decent work.

For Outcome 2, applicants will focus on putting learning from Outcome 1 into practice. Applicants must describe their strategy for establishing formal partnerships and strengthening coordination between/among OPDs and key stakeholders to address child labor, forced labor, and or/human trafficking and barriers that impede access to decent work. Key stakeholders that the project should consider engaging with include: worker organizations, employer organizations, service providers, persons with disabilities, legal assistance organizations, educators, government agencies, the private sector and international disability networks (e.g., International Disability Alliance, Valuable 500).

Applicants must:

1. Give illustrative examples of the types of OPDs that the project would support.
2. Detail the project strategy to increase coordination and expand partnerships between OPDs.
3. Explain the project strategy to establish sustainable partnerships between OPDs and key stakeholders.
4. Give illustrative examples of how the project will strengthen coordination between OPDs and key stakeholders.

5. Outline how the project strategy will ensure that those most vulnerable to labor exploitation, such as marginalized groups, are included in the process in a meaningful way.

Some illustrative examples of possible activities include:

- Enhancing communication between OPDs and worker and employer organizations to ensure the needs of workers with disabilities are addressed.
- Training on disability awareness provided to schools, employers, unions, and apprenticeships in support of disability inclusion.
- Convening OPDs that represent a cross-section of disability types.
- Strengthening coordination between OPDs and the Ministry of Social Affairs to ensure families have access to social protection programs.
- Forging linkages between OPDs and the private sector to ensure that training and skill-development for persons with disabilities respond to business and industry needs.⁽⁵¹⁾
- Strengthening coordination between OPDs and schools to ensure that schools and school material are accessible to children with disabilities.
- Establishing formal partnership agreements between OPDs and key stakeholders.

Outcome 3: Increased implementation of sustainable interventions by OPDs and their key stakeholders that address the linkage between disability and vulnerability to child labor, forced labor and/or human trafficking and barriers that impede access to decent work.

For Outcome 3, applicants will focus on putting learning from Outcome 1 into action while leveraging established coordination and partnerships from Outcome 2. Applicants must describe their strategy for locally driven disability inclusive development that bolsters the resiliency of local communities in order to protect persons with disabilities (including persons with acquired disabilities) from child labor, forced labor and/or human trafficking, and address barriers to decent work. Applicants must describe how they will strengthen the technical and organizational capacity of OPDs to address the link between disability and vulnerability to child labor, forced labor and/or human trafficking and of barriers that impede access to decent work for persons with disabilities. In addition, applicants must explain how the project will expand the capacity of key stakeholders to be more disability inclusive in their approach, including but not limited to: increased comprehension of disability inclusion concepts, engagement/consultation with OPDs and ability to address the needs and priorities of persons with disabilities to advance worker rights and access to decent work. Applicants should propose sustainable interventions that address vulnerability to child labor, forced labor and/or human trafficking due to a disability in the household. The applicant should identify and determine how to integrate disability inclusion into labor-related plans, policies and programs in target communities, and as needed, propose relevant ways to support local organizing and action in this area. It should also describe how local disability inclusion initiatives will be appropriately resourced in terms of technical capacity and financing.

Applicants must:

1. Describe how they will strengthen the organizational and technical capacity of OPDs to address the link between disability and vulnerability to child labor, forced labor and/or human trafficking and barriers that impede access to decent work.
2. Describe their strategy to integrate disability inclusion into labor-related plans, policies, and programs in target communities.
3. Give illustrative examples of the types of local community interventions that the project would support and how they differ between rural and urban localities.
4. Describe how they will focus efforts on the most marginalized and vulnerable groups of persons with disabilities to labor exploitation, including persons with disabilities from rural areas and other individuals from marginalized groups not typically included in disability focused programming, building on the problem analysis.
5. Outline how they will support monitoring led by OPDs to advance accountability and transparency of project activities to ensure rights-based and equitable outcomes for vulnerable and marginalized populations.

Some illustrative examples of possible activities include:

- Ensuring the rights of workers with disabilities are included in worker organizations.
- Increasing access to information (e.g., accessible information and communications technology, including text to speech in Khmer; training to ensure that persons with disabilities have the skills to fully leverage the potential of digital technologies; assisted services such as sign language instruction).(52)
- Promoting access by persons with disabilities to apprenticeships, internships, and other proven skills development interventions, especially those that have previously been restricted by policy or practice to job-seekers without disabilities or that have not been available in the open labor market.(53)
- Promoting access of persons with disabilities to social protection programs, savings programs, microfinance or microcredit programs, bank loans, and other forms of financial credit, especially as an intervention to catalyze business start-up.(54)
- Developing tools and resources to overcome barriers to educational access for students with disabilities (e.g. assistive technology).
- Creating advocacy campaigns leveraging partnerships to advance the objective of the project.

Final decisions for community initiatives must be made post award in consultation with target communities and will be subject to DOL approval.

Applicants must propose a strategy to engage local communities in a meaningful assessment and co-design process upon award.

Applicants are encouraged to suggest additional outcomes they deem necessary to achieve the project-level objective and a rationale for how they contribute to the achievement of the project-level objective. Applicants must demonstrate how their proposed strategy will address gaps and potential barriers identified in the problem analysis and disability and gender equity and inclusion analysis.

Requirements Across Technical Proposal

Applicants must propose a strategy to achieve the project-level objective and expected outcomes stated above. Applicants may suggest additional outcomes they deem necessary to achieve the project-level objective and a rationale for how they contribute to the achievement of the project's overall objective. One or more existing outcomes may be revised during the project validation process post-award in consultation with ILAB. A subsequent amendment to the cooperative agreement will formally reflect the incorporation of revised outcomes, if appropriate. Applicants must describe all major areas of project intervention. In describing project interventions, applicants are expected to describe the project's proposed theory of change, i.e. how activities and outputs should logically lead to the project's expected outcomes and objective in an interrelated and holistic manner. Applicants must demonstrate how their proposed strategy will address gaps identified in the problem analysis, identify any potential barriers, and describe how the project will work to overcome those barriers. Applicants must provide evidence of the effectiveness of their proposed strategy. If there is limited evidence to support the proposed intervention(s), applicants may propose to pilot an innovative approach but must include and describe a plan for monitoring and assessing the effectiveness of the intervention(s).

In addition, applicants must clearly describe in their proposed strategy how they will integrate sustainability into their project strategy, beginning in the early stages of project implementation (please see Appendix B for a definition of sustainability). Applicants are not required to develop an integrated sustainability strategy for every outcome or sub-outcome proposed, but rather, only where appropriate and needed to maximize long term impact. Applicants shall use the Sustainability Strategy Template (see Appendix G) to show how they plan to build sustainability into their design for applicable outcomes/elements. Successful applicants will have an opportunity to update and elaborate on this template post-award.

As part of their strategy, applicants must undertake an initial assessment of any unique needs of underserved or historically marginalized populations and the most at risk or vulnerable groups and describe how any identified needs will be addressed.

Applicants must describe how they will meaningfully engage key stakeholders, including persons with disabilities, with a focus on persons from marginalized and unrepresented groups. In the Cambodian context: children, youth, women and girls with disabilities, persons who are deaf or hard of hearing, persons who are blind or have sight impairment, persons with intellectual and psychosocial disabilities, and persons with disabilities from rural areas are especially in need of support.⁽⁵⁵⁾ Applicants are also encouraged to consider Indigenous Peoples with disabilities;

members of the LGBTQI+ community; and persons who are deafblind and persons with disabilities who are institutionalized.(56)

Applicants must describe how they will strengthen the **organizational and technical capacity** of OPD's: With the aim of creating and broadening access for persons with disabilities, proposals from applicants should focus on increasing the capacity of organizations to develop and implement strategic plans, work plans, budgets, communication strategies, risk assessments, security plans and increased capacity of organizations to mobilize community members and build diversely inclusive constituencies. Capacity strengthening also includes working with local OPDs to adapt policies and program practices to foster locally sustained change that generates positive outcomes for persons with disabilities. Proposals should include a project budget that proactively and transparently accounts for accessibility and reasonable accommodations that may be needed to facilitate the equitable participation of persons with disabilities. Applicants must allocate sufficient resources and support for reasonable accommodations and the psychosocial health of the staff and direct beneficiaries. Accordingly, Applicants should include a section in the budget narrative detailing this support (i.e., budget line items, and activities can range from access to educational materials and training opportunities to counseling services to other contextually relevant support).(57)

Activities should be led by or have strong support from and participation by OPDs. Proposals should also substantively involve local organizations, focus on activities at the local and community level, and include grants or sub-grants to local organizations. Program proposals should address and support the specific needs of persons with disabilities. **Proposals must include sub-awarding or sub-contracting mechanisms that provide, at minimum, 30 percent of total direct costs to OPDs.** The proposed project demonstrates meaningful involvement of persons with disabilities in the design, implementation, and monitoring and evaluation of all aspects of the project. Work with local OPDs should not be focused exclusively on one or a few types of disabilities. Every effort should be made in program design to bring disability groups together for collective action.

Applicants should focus on the needs of persons with disabilities that are most at risk and from marginalized, underrepresented and vulnerable groups.

Applicants must propose strategies for collaborating with OPDs and key stakeholders especially at the provincial and municipal levels and in rural areas.

Efforts must be made to avoid duplication and to build upon relevant previous or ongoing activities in Cambodia. Applicants must include a mapping of the landscape of current relevant programming in Cambodia. Applicants must also demonstrate how they intend to build upon existing locally led disability inclusive initiatives, and coordinate and collaborate with other relevant projects, including those funded by the host government (where applicable), USDOL, other U.S. Government agencies, and/or other donor governments and organizations. Applicants must include a brief description of the consultative process undertaken in preparing their proposal.

Applicants must demonstrate that they have undertaken an initial assessment of the needs, resources, interests, influence and capabilities of all target groups, institutions, organizations or structures that are deemed vital to sustaining project outcomes, by describing the process of conducting the assessment and the results. The needs assessment and discussion of results should give particular attention to structural inequities and vulnerable groups and should include a DGESI analysis.

USDOL has informed host government officials of the proposed project. Applicants must propose strategies for collaborating with the relevant government agencies in each country.

Applicants must plan for long-term sustainability of outcomes in their proposed strategies. The applicant's description of the project strategy should:

- Explain the flow of inputs to activities, activities to outputs, outputs to outcomes, outcomes to the project objective, and the sustained impact on worker rights that the project will contribute to.
- Fully justify proposed interventions by explaining their purpose and the problems they are intended to address. If available, note any applicable research that establishes evidence of a causal relationship or correlation between interventions and expected outcomes. Proposed interventions, including the activities and outputs that comprise them, should be fully described and should be ambitious but realistic given the implementing environment, scope of the problems to be addressed, and proposed budget.
- Demonstrate knowledge of political, gender, cultural, or other traditions and norms pertaining to and impacting the interventions proposed in the target sectors, including how these issues will be considered while implementing project activities.
- Demonstrate the long-term sustainability of all efforts and outcomes in the design of the proposal, including which outcomes have the potential to be sustained after the end of the project and explain how the responsibility for sustaining them is expected to transition to local stakeholders, systems and institutions.
- Identify risks and opportunities inherent in the project design that could impact the likelihood of achieving or sustaining project outcomes, and describe appropriate mitigation and response strategies. At a minimum, applicants must include a risk register table that lists potential risks along with strategies to mitigate these risks in this section.
- Recognize possible external factors or shocks and their potential influence on the project, expected outcomes, and their sustainability.

Sustainability must be the centerpiece of the project strategy. "Sustainability" is concerned with measuring whether the benefits of an activity are likely to continue after donor funding has been withdrawn. Applicants must take into account the likelihood that the benefits or effects of a particular output or outcome will continue after donor funding ends. In developing the project strategy, applicants must consult with key stakeholders to ensure that the proposed strategy takes into account the factors, partners and institutions that are likely to have the strongest influence over,

and the capacity and willingness to sustain the desired outcomes and impacts. Applicants should embed sustainability success factors into the project design in accordance with the Sustainability Guide available on ILAB's website at <https://www.dol.gov/agencies/ilab/resources/grants>.

After award, the selected recipients will be required to refine the Sustainability Strategy, report on it in each of their progress reports and modify or update the strategy as needed. Although there are restrictions on the awarding of subawards or contracts to government entities, to the extent possible, recipients should consider engaging relevant government agencies through other mechanisms, as well as partnering with other local organizations or associations to strengthen their capacity.

Proposals from Applicants should not include any of the following(58):

- Promotion or support for segregated working environments, or income generating activities that perpetuate negative stereotypes of persons with disabilities and that do not provide meaningful employment (e.g., programs promoting or supporting sheltered workshops, focused on handicrafts, or hiring persons with disabilities for jobs that are inconsistent with an individual's own skill potential and offer no meaningful opportunities for advancement).
- Presumption of suitability for employment based on type of disability rather than an individual's skills and employment interests.
- Promotion of acquisition of skills that are not informed by actual market and industry needs.
- Compensation or provision of compensation for persons with disabilities at rates below those for non-disabled persons performing comparable work.

b) Project Targets (up to 5 points)

The applicant's Project Targets section will be evaluated based on how well it supports the overall project strategy, as well as for how reasonable project targets are with consideration to the allocation of project resources (e.g., budget, staffing) to support the meeting of those targets.

Applicants must describe the target populations, institutions, systems or processes that will be impacted by the project as well as the underlying criteria informing the applicant's choice of targets. Applicants must describe how target populations, institutions, sectors and/or geographic areas, etc. relate to the problem to be addressed and the overall strategy being proposed by the applicant.

Applicants must provide a justification for their selection of a target geographical area(s), as applicable.

Applicants must describe how geographic areas reflect the problem to be addressed and the overall strategy being proposed by the applicant.

Applicants must describe the target populations, OPDs, institutions, systems or processes that will be impacted by the project as well as the underlying criteria

informing the applicant's choice of targets. Applicants must describe how target populations, institutions, sectors and/or geographic areas, etc. relate to the problem to be addressed and the overall strategy being proposed by the applicant.

Applicants must put forward a proposed approach to ensure the safety of participants and implementers within the target geographic area(s). Applicants must describe how they will administer services in a safe environment.

3) Monitoring and Evaluation (M&E) Agreement and Capacity Statement (up to 5 points)

The applicant's M&E Agreement and Capacity Statement will be evaluated based on how well it addresses OCFT M&E requirements (outlined below). Applicants must confirm in their proposal their commitment to strong project M&E. They must also confirm their agreement to collaborate with USDOL in developing and revising required M&E deliverables, including the project's Monitoring and Evaluation Plan (M&E Plan).

Applicants must agree to:

- disaggregating project data by disability status at a minimum, and disability type where feasible, to determine whether project participants are inclusive of persons with disabilities;(59)
- demonstrating that persons with disabilities are able to participate in a safe environment which accommodates different needs;
- demonstrating their commitment to participatory strategies for evaluation, design, data collection, analysis, reporting and learning are conducted in an ethical and responsible way with all project participants (e.g. project participants, sub-recipients);(60)
- protecting the privacy of human subjects when collecting data from individuals. For instance, when collecting data from project participants, consider whether your organization will have the necessary informed consent forms, confidentiality agreements, and data security protocols;(61)
- ensuring that efforts do not put any marginalized and/or underrepresented individual at increased risk of harm nor contribute to inequities, exclusion, discrimination, vulnerability, stigmatization, or violence towards programming design, implementation, monitoring, and evaluation;(62)
- development of the Monitoring and Evaluation Plan (M&E Plan) to include a results framework, activity mapping, project monitoring plan with indicators, and data reporting form;
- integrating principles of diversity, equity, inclusion and accessibility into M&E planning and implementation, including the use of indicators to measure results in regard to under-served populations;
- development of project-specific child labor/forced labor definitions (as applicable);
- development of detailed participants' eligibility and selection criteria for projects with direct service components (including the provision of education and/or livelihoods services directly to project participants);

- conducting a rigorous process, which may include the execution of specific studies, for establishing baseline and target values for USDOL standard and project-specific indicators, as applicable. Please see Appendix F for a list of OCFT's standard indicators;
- implementation of the M&E plan, which includes the collection, entering, processing, quality assessment, analysis, and reporting of data on performance indicators throughout the period of performance;
- collaboration with ILAB on required performance evaluations and/or other learning/accountability activities;
- ensuring adequate M&E staffing capacity with clear roles and responsibilities to support monitoring activities throughout the project's period of performance;
- working with USDOL post award to develop appropriate indicators and a plan for assessing the effectiveness and sustainability of key components (or activities) of the project; and
- development of a Risk Management Plan after award, per requirements in the Management Procedures and Guidelines (MPG), that is based on the risk register in the technical proposal.

For more information on M&E expectations, please see the most recent Management Procedures and Guidelines (MPG) for OCFT projects and Monitoring and Evaluation (M&E) Resource Guide for OCFT Projects under "Grantee Resources" at <https://www.dol.gov/agencies/ilab/resources/grants>.

4) Work Plan (up to 5 points)

The applicant's Work Plan will be evaluated based on how clearly and realistically it outlines major activities and their related deadlines. The Work Plan must identify major project activities, deadlines for completing these activities, and person(s) or institution(s) responsible for completing these activities for the entire life of the project, as well as a sustainability plan. The Work Plan must be included graphically as an attachment and correspond to activities identified in the Project Design, Budget and Budget Narrative. Applicants may choose an appropriate format for their Work Plan, but the format must include a field/column where the applicant, if funded, would report on the status of plan items (e.g., not yet started, on track, delayed, completed).

d. Organizational Capacity (up to 25 points)

This section must describe the qualifications of the proposed applicant and/or any proposed subrecipients to implement the project.

1) Relevant Grant and/or Contract Experience (up to 5 points)

The applicant's Relevant Grant and/or Contract Experience will be evaluated based on how well it reflects their ability to address the requirements of the FOA (including the ability to meet USDOL monitoring, oversight, and reporting requirements) and implement the applicant's proposed Project Strategy. Applicants must describe any experience they or their proposed subrecipients have with implementing projects relevant to this FOA and provide references for past performance, as well as ask their references to complete and submit a past performance questionnaire. Each of these requirements is further explained in the corresponding bulleted item below. Projects included must have been active within seven years of the issuance date of the FOA and no more than a

combined total of six (6) projects for the primary applicant and proposed subrecipients should be provided in the description or used for references.

- Project descriptions should be included in this section of the technical proposal.
- References must be included as an attachment in a Relevant Grant and/or Contract Experience table (see Appendix C for a sample format). USDOL reserves the right to contact any references included in the chart and/or any other references that come to our attention.
- Applicants must ask all listed references to provide information about project performance and administration such as that suggested in the sample past performance questionnaire included as Appendix E. For consideration, references must email this information as a Word document or PDF attachment directly to USDOL at OGM_ILAB@dol.gov by the closing date and time of this announcement. Email submissions must include the following subject line: FOA-ILAB-24-30, Reference, Applicant [*insert applicant name*] or if applicable Proposed Subrecipient [*insert sub name*], [*insert reference giver's name and organization*]. USDOL is not responsible for reviewing messages that do not include the proper subject line. Failure by references to submit the requested information by the required date and time will result in its omission from the panel review process and may affect how the application is scored. Applicants are encouraged to follow-up with their references directly because USDOL cannot guarantee to confirm receipt of emailed references.

Applicants and/or subrecipients with no relevant past grants and/or contracts experience must include a narrative describing their ability to leverage other previous experience to achieve this FOA's required outcomes. In such cases, applicants must include an attachment indicating that the list of references is not applicable.

2) Country Presence (up to 5 points)

The applicant's Country Presence section will be evaluated based on how well it demonstrates the applicant's ability to effectively meet USDOL requirements for start-up and implementation of the proposed project. Applicants must describe their organization's (and/or subrecipients') existing presence in-country and ability to start up project activities in the target area(s) upon receiving an award (see section IV.B.1.d.3 for more information on partners). Any documents that demonstrate country presence (e.g., official registration of the applicant's organization and/or subrecipient in the host country, a current Memorandum of Understanding between the applicant and/or subrecipient and the host government) must be included as an attachment to the Technical Proposal.

Applicants must describe their ability and plans to collaborate directly with relevant national, regional and/or local government and non-government agencies, and other organizations as relevant to this project in each country, and their past experience working with these stakeholders.

If the applicant and/or subrecipient does not have country presence the applicant must include a narrative explanation in this section indicating why this is the case and explain how it may impact project implementation. The applicant also must include an attachment indicating that the Country Presence Attachment is not applicable.

3) Partners (up to 10 points)

The applicant's Partners section will be evaluated based on how well it supports effective implementation of the applicant's project strategy and the needs outlined in their problem analysis section. Applicants must describe their approach for working with organizations in the target country(ies) to implement project activities to advance the objective of the project. Where they exist, applicants must describe any established partnerships and how they will be leveraged (either formally or informally) during project implementation, including with local organizations that have capacity and experience working on issues related to the objective of the project. Applicants without established in-country partnerships must describe how they will build local partnerships and/or describe any other partnerships that will be leveraged to achieve the project objective.

Applicants that propose formal project implementation partners (i.e., as subrecipients) must include a brief description of such partners, including a description of the partners' role in implementing the proposed project strategy and how this approach will strengthen the overall proposal. Applicants must provide documentation demonstrating these partners' support and commitment to the project.

In addition, submissions must include letter(s) of signed support from local OPDs they wish to partner with for the purpose of the project. **Such letters should demonstrate significant involvement of OPDs in the design, implementation, monitoring, and evaluation of the project.**(63)

4) Personnel (up to 0 points)

a) Key Personnel

Key personnel positions are deemed essential to the successful operation of the project and completion of all proposed activities and deliverables. Should the applicant be accepted for award, they must propose candidates with qualifications to successfully implement the proposed project. ILAB retains the authority to approve all key personnel changes throughout the life of the award. Key personnel must be available to staff the project no later than 45 calendar days after the award should the applicant be selected for award.

Upon selection for award, the successful applicant must propose candidates for key personnel positions who meet all the requirements outlined for the position in this FOA. They must submit the names of proposed Key Personnel, summarizing candidates' past experience and qualifications to perform the duties of the position and execute the project strategies proposed by the applicant. Where possible, ILAB encourages applicants to hire national/local staff for key personnel positions. Applicants must not propose for Key Personnel positions candidates with whom USDOL consulted during the design of this FOA.

Hiring persons with disabilities as staff members is encouraged.

Recipients assume full responsibility for ensuring that all key personnel have a clear and thorough understanding of USDOL policies, procedures, and requirements and that all documents submitted to USDOL are in fluent English.

ILAB has designated the following position(s) as key personnel. Other requirements for each individual position follow:

Project Director:

- Minimum of ten years of experience in project management, supervision, administration, and implementation of cooperative agreement and/or contract requirements (including meeting deadlines, achieving targets, budgeting, and overseeing the preparation and submission of required reports).
- Demonstrated experience establishing and maintaining systems for managing project operations.
- Minimum of five years' experience working on projects that address labor-related issues, including forced labor and child labor, social compliance, and/or disability rights.
- Ability to maintain working relationships with all project stakeholders and effectively build partnerships between them.
- Must be directly hired by the recipient, not a subrecipient.
- Devote at least 90 percent level of effort to the project (0.9 full-time equivalent position).
- Bachelor's or Master's degree in public policy, international development, social science, anthropology, education, economics, or related field is preferred; or, five (5) years or more of related work experience.
- Experience working in the disability sector is required.
- Fluency in English required, fluency in Khmer strongly preferred.

Monitoring and Evaluation (M&E) Officer:

- Must be directly hired by the recipient, not a subrecipient.
- Devote at least 90 percent level of effort to the project (0.9 full-time equivalent position).
- Minimum of ten years of professional experience in a senior M&E position responsible for implementing M&E activities of international development projects.
- Proven success in designing, implementing, and operating project M&E systems from project initiation to closeout stages.
- Experience in planning and managing various studies; for example, performance evaluations, baseline studies, case studies, and gender/diversity-related studies.
- Experience designing and managing multiple disaggregation variables for participant monitoring and database systems, including gender and age.

- Bachelor's or Master's degree in statistics, demographics, public policy, international development, economics, or related field. Master's degree or Bachelor's plus an advanced certificate in M&E, statistics, economics, or international development preferred; or, ten (10) years or more of related work experience.
- Experience in strategic planning and performance measurement, including indicator design, target setting, reporting, database management, and developing M&E and/performance monitoring plans.
- Experience in designing and administering data collection tools, conducting data entry, data cleaning, data processing and analysis.
- Knowledge of the major evaluation methodologies (e.g., qualitative, quantitative, mixed method, and impact) and data collection and analysis methodologies.
- Experience managing and providing ongoing training to M&E field officers and/or subrecipients.
- Experience with data quality assessments and oversight.
- Experience with disability strongly preferred.
- Experience in designing mainstreaming and analysis frameworks pertaining to gender and disability; experience developing indicators related to disability and gender is preferred.
- Fluency in English required, fluency in Khmer strongly preferred.

Upon award, the selected applicant must submit a resume (4 pages maximum) for each individual being proposed for each position designated as key personnel in this FOA. Each resume must include:

- Educational background, including highest education level attained;
- Work experience covering at least the last five years of employment to the present, including such information as employer name, position title, clearly defined duties, and dates of employment;
- Special experience, capabilities, or qualifications related to the candidate's ability to implement the proposed strategy and perform effectively in the proposed position; and
- Evidence of English fluency and other relevant language skills, if required (includes speaking, listening, reading, writing). For non-native speakers, evidence of fluency may include a Test of English as a Foreign Language (TOEFL) score or transcript showing completion of advanced English language coursework.

b) Other Professional Personnel

Applicants may propose additional professional personnel (apart from key personnel and required other professional personnel listed above) in their application.

There is no minimum required level of effort for such additional professional personnel. Minimum levels of effort are needed only for the key personnel listed above. Wherever possible, applicants should hire national/local staff knowledgeable

in the areas of intervention who will be responsible for implementing project activities.

5) Management Plan (up to 5 points)

The applicant's Management Plan section will be evaluated based on how well it demonstrates an ability to support proper oversight, reporting, and implementation of the project strategy. Applicants must discuss their project's Management Plan, including a narrative description of the structure of the project's management team, key personnel roles and responsibilities, and the lines of authority between key personnel and other project staff responsible for providing services related to project intervention. If other professional personnel are proposed, their role must be explained in the Management Plan. If any of the project's personnel would be employed by a subrecipient, the applicant must provide a rationale for this arrangement and an explanation of the staffing structure.

Applicants must also include as an attachment a project management organizational chart that provides a visual depiction of the project's management structure and lines of authority among organizations, all key personnel, other professional personnel, and other project staff being proposed. Applicants may choose an appropriate format for their project management organizational chart.

e. Strategy Cohesiveness (up to 5 points)

Each applicant's proposal will be assessed based on how well the components of the proposal, including the project narrative and budget, fit together and support the overall Theory of Change or logic model being proposed by the applicant. This assessment will be based on the totality of information required for submission by the applicant in response to this FOA and no other additional information needs to be submitted by the applicant or will be considered by the panel during their assessment of Overall Strategy Cohesiveness.

f. Attachments

The following documents must be included with the application package. Those attachments listed here will be excluded from the technical proposal page limit.

- Abstract
- Work Plan
- Sustainability Strategy Template
- Relevant Grant and/or Contract Experience
- Project Management Organizational Chart
- Evidence of Country Presence, if applicable
- Disability, Gender Equity and Social Inclusion (DGESI) analysis
- Letter(s) of signed support from local OPDs they wish to partner with for the purpose of the project. Such letters should demonstrate significant involvement of OPDs in the design, implementation, monitoring, and evaluation of the project

2. Cost Proposal

Applicants must prepare a cost proposal as part of the application. The cost proposal must reflect consistency between the proposed costs and the work to be performed as outlined in the Project Narrative of the applicant's technical proposal.

If an applicant proposes cost sharing, cost sharing information must be included as part of the cost proposal. Cost sharing is not required for this program. Applications that include any form of cost sharing will not receive additional consideration during the review process. Any approved cost sharing will be subject to the same compliance and reporting requirements as any awarded federal funds.

As part of the process of developing a cost proposal, the applicant must have a Unique Entity Identifier (UEI) number and be registered in System for Award Management (SAM). In addition, the cost proposal must contain the following:

- SF-424 Application for Federal Assistance;
- SF-424A Budget Information;
- Budget Summary;
- Line-Item Budget;
- An accompanying Budget Narrative; and
- Indirect cost supporting documentation.

a. Requirement for SAM Registration

Applicants must register with the System for Award Management (SAM) before submitting an application. Instructions for registering with SAM can be found at <https://www.sam.gov>. A recipient must maintain an active SAM registration with current information at all times during which it has an active federal award or an application under consideration. To remain registered in the SAM database after the initial registration, the applicant is required to review and update the registration at least every 12 months from the date of initial registration or from the date of subsequent updates to ensure it is current, accurate, and complete. If applicant entities do not renew their SAM registration, it will expire. An expired registration can delay or prevent application submission in Grants.gov. Registration and renewal can take up to ten business days to complete. For clarification, the applicant is the entity that meets the eligibility criteria and has the legal authority to apply and to receive the award. If an applicant has not fully complied with these requirements by the time the Grant Officer is ready to make a federal award, the Grant Officer may determine that the applicant is not qualified to receive a federal award and use that determination as a basis for making a federal award to another applicant.

b. Requirement for Unique Entity Identifier (UEI Number)

All applicants for federal grant and funding opportunities must have a UEI and must supply their UEI on the SF-424. The UEI is a 12-character alphanumeric code that uniquely identifies all entities. Any entity registering to do business with the government is required to have one. UEIs are issued by SAM.gov and are a part of an entity's record in the Entity Information section of SAM.gov. If your organization does not have a UEI, one can be obtained for free at <https://sam.gov>.

Grant recipients authorized to make subawards must meet these requirements related to UEIs:

- Grant recipients must notify potential subrecipients that no entity may receive a subaward unless the entity has provided its UEI.
- Grant recipients may not make a subaward to an entity unless the entity has provided its UEI.

See Appendix A to 2 CFR Part 25.

c. SF-424 Application for Federal Assistance

Applicants must complete the SF-424, Application for Federal Assistance, available at https://apply07.grants.gov/apply/forms/sample/SF424_4_0-V4.0.pdf. The SF-424 instructions are also available on Grants.gov: https://apply07.grants.gov/apply/forms/instructions/SF424_4_0-V4.0-Instructions.pdf. The SF-424 must clearly identify the applicant and must be signed by an individual with authority to enter into an award agreement. Upon confirmation of an award, the individual signing the SF-424 on behalf of the applicant is considered the Authorized Representative of the applicant. As stated in block 21 of the SF-424 form, signature of the Authorized Representative on the SF-424 certifies that the organization is in compliance with the Assurances and Certifications form SF-424B, available at <https://apply07.grants.gov/apply/forms/sample/SF424B-V1.1.pdf>. The SF-424B is not required to be submitted with the application.

Box 8b should include the applicant's Employer Identification Number (EIN) as applicable. Domestic entities should have an EIN whereas international entities may or may not have an EIN. For international entities without an EIN, this box should be marked 44-4444444. Further information on the EIN is available at <https://www.irs.gov/businesses/small-businesses-self-employed/apply-for-an-employer-identification-number-ein-online>.

IMPORTANT NOTE for applicants with non-U.S. addresses: On the SF-424, page 1, Section 8d, please enter "DC" into the State field and "20210" into the Zip/Postal Code field. This is extremely important for ensuring your application is received by USDOL.

d. SF-424A Budget Information (Non-Construction Programs)

Applicants must complete the SF-424A Budget Information Form, available at <https://apply07.grants.gov/apply/forms/readonly/SF424A-V1.0.pdf>.

e. Budget Summary, Line-Item Budgets, and Accompanying Budget Narrative (up to 10 points)

The Cost Proposal must include a summary budget for the proposed project overall, along with line-item budgets for the applicant and each proposed subrecipient. The applicant's Cost Proposal will be evaluated based on how well it supports the overall project strategy, as well as for how clear and reasonable the applicant's plans are for allocation of proposed project funds, taking into consideration the nature and scope of proposed project activities, and related costs associated with such activities.

- **Budget Summary**

Applicants must provide a budget summary showing totals for the categories listed in the chart below for each year of the proposed project as well as overall for the proposed project. Only include the cost-share column if the budget includes voluntary cost-share. Please note the proposed project totals for the budget categories listed in the below table must match the project totals listed in Section B – Budget Categories of the SF 424A.

Budget Summary Categories	Year XX	Year XX	Cost Share (if applicable)	Total Federal Funds Requested	Total Cost of Project (includes cost-share, if applicable)
1. Personnel					
2. Fringe Benefits					
3. Travel					
4. Equipment					
5. Supplies					
6. Contractual					
7. Construction					
8. Other Direct Costs					
9. Total Direct Costs (lines 1-8)					
10. Indirect Costs					
11. Total Costs (lines 9-10)					

- **Line-Item Budgets**

A line-item budget is one in which the individual items of cost for the proposed project are grouped by budget category and year of operation. Using the same budget categories as the budget summary, applicants must provide line-item budgets for the applicant and separately for each proposed subrecipient budget (do not include itemized subrecipient costs as applicant costs). The overall amounts by category in the budget summary must match the sum of the budget categories for the applicant and subrecipient line-item budgets.

The sum of the budget categories for the applicant and subrecipient line-item budgets must correspond to the SF-424 and SF-424A. The line-item budgets must comply with federal cost principles. Allowable costs include those specifically defined in 2 CFR Part 200. Do not show leveraged resources on the SF-424 and SF-424A. Applicants should describe leveraged resources in the budget narrative. If selected for funding, the cost proposal will become part of the award, and any costs omitted by the applicant may not be allowed after award. Applicants may not rely on other contracts, grants, or awards to implement the applicant's proposed strategy. The budget and budget narrative submitted with the application must include all necessary funds to implement the proposed project strategy. ILAB will not provide any additional funding to cover unanticipated costs.

Applicants may format budgets as they see fit within the requirement for the line-item budget described in this FOA. Sample budget formats can be found at <https://www.dol.gov/sites/dolgov/files/ILAB/Sample-Budget-Summary-and-Line-Item-Budget.xlsx>. The GOR and the Grant Officer reserve the right to request more detailed line-item budget information post-award, if they deem it necessary.

- **Budget Narrative**

The Cost Proposal must also include a budget narrative that corresponds to the line-item budgets for the applicant and subrecipient. The budget narrative must include a detailed justification for each line-item cost and clearly state how each cost item supports the project. The budget narrative must be detailed enough so ILAB can understand how each cost is calculated and how each cost directly relates to the proposed project activity. The budget narrative should also include a section describing any leveraged resources provided (as applicable) to support grant activities. Leveraged resources are all resources, both cash and in-kind, in excess of this award. Applicants are encouraged to leverage resources to increase stakeholder investment in the project and broaden the impact of the project itself.

Applicants must use the following guidance in preparing their cost proposal:

1) Personnel

Enter funds required for compensation of personnel for the proposed project. List all staff positions by title and/or proposed role on the project. Give the annual salary of each position, the percentage of each position's time devoted to the project, the amount of each position's salary funded by the award, and the total personnel cost for the period of performance. Include only personnel costs of employee salaries and wages engaged in activities under the program. Costs associated with M&E personnel must be included under the personnel line item. See 2 CFR §200.430 for more information on allowable compensation for personnel costs. Do not include the personnel costs of consultants, contractors and subrecipients under this category. If not applicable, leave blank.

2) Fringe Benefits

Enter funds required for compensation of fringe benefits for the proposed project by position. Costs of employee fringe benefits are allowances and services provided by employers to their employees in addition to regular salaries and wages. For more information on fringe benefits, please refer to 2 CFR §200.431.

Do not include the fringe benefits of consultants, contractors, and subrecipients, because those costs should be listed under the “Contractual” category as part of the total value of the contract or agreement. Typically, fringe benefit amounts are determined by applying a calculated rate for a particular class of employee (full-time or part-time) to the salary and wages requested. Fringe rates are often specified in the approved indirect cost rate agreement. Fringe benefits may be treated as a direct cost or indirect cost in accordance with the applicant's accounting practices. Only fringe benefits as a direct cost should be entered under this category. If not applicable, leave blank.

3) Travel

For the applicant’s project staff only, specify the purpose, number of staff traveling, per diem, estimated number of trips, and other estimated costs for each type of travel. Include costs of project-related travel (i.e., transportation, lodging, subsistence, and other related items) by employees who are in travel status on official business of the project operator. Travel by non-employees such as consultants, contractors or subrecipients should be included under the “Contractual” category. Local travel for employees in non-travel status should be listed on the "Other" category. Travel costs should be developed in accordance with the applicant's travel policies and applicable regulations (e.g., 2 CFR §200.475). If not applicable, leave blank.

Applicants must allocate sufficient funds to finance appropriate in-country and international travel. Please note that all travel costs paid for with federal funding must comply with the Fly America Act, see Section VI.B.3.i. At a minimum, applicants must allocate funds for:

- Travel for two key personnel for two possible trips to Washington, D.C. or regionally to attend DOL-sponsored trainings/events. Other key and/or non-key personnel may also be budgeted, and in this case, a justification should be included; and
- Travel by the Project Director based in the field to meet annually with ILAB officials in Washington, D.C. or another site determined by ILAB. M&E Officers (where applicable) must also be budgeted for travel to Washington, D.C. or regionally at least once during the life of the project. Other personnel may also be budgeted, and in this case, a justification should be included.

4) Equipment

Enter funds required for equipment for the proposed project. "Equipment" means tangible personal property (including information technology systems) having a useful life of more than one year and a per-unit acquisition cost that equals or exceeds the lesser of: (a) the capitalization level established by the recipient or subrecipient for financial statement purposes, or (b) \$10,000.

Acquisition cost means the net invoice unit price of an item of equipment, including the cost of any modifications, attachments, accessories, or auxiliary apparatus necessary to make it usable for the purpose for which it is acquired. Ancillary

charges, such as taxes, duty, protective in-transit insurance, freight, and installation, may be included in, or excluded from, acquisition cost in accordance with the applicant's regular written accounting practices. For more information, please see 2 CFR §200.1, 200.313, and 200.439. If not applicable, leave blank.

For any proposed equipment the applicant should identify the:

1. Item name;
2. Item description and basic specifications;
3. Estimated useful life of equipment;
4. Item cost, actual or estimated (and total cost if multiple items), including the cost to put the asset(s) in place and make it usable for the purpose it was acquired, if known;
5. Purpose of acquisition provided in a description of how the equipment will be used to support the awarded project and a reference to the approved activities in the Statement of Work (and the page numbers, if known). This description and justification are critical as the information will provide the documentation that the costs to be incurred are for approved project-related activities and in the best interests of the government.

For equipment not included in the applicant's submitted proposal, recipients must formally submit a written request to the Grant Officer via the Grant Officer's Representative seeking prior approval. In general, DOL does not permit the purchase of equipment during the last funded year of the award.

5) Supplies

Enter funds required for supplies for the proposed project. List the item, quantity, and the unit cost per item. Supplies are tangible personal property other than those included in the Equipment category. A computing device is a supply if the acquisition cost is less than the lesser of the capitalization level established by the applicant's organization for financial statement purposes or \$5,000, regardless of the length of its useful life. For more information, please see 2 CFR §200.1, 200.314, and 200.453. If not applicable, leave blank.

Note that general office supplies like pens, paper, paper clips, etc. may be estimated as one category called General Office Supplies, and it need not be itemized. In general, applicants should not propose to purchase supplies or equipment for use by a host government to cover costs that would normally be the responsibility of the host government. Any such proposed expenditure would be subject to Grant Officer approval post-award.

6) Contractual

Enter funds required for contractual costs for the proposed project. Under the Contractual line item, delineate contracts and subawards separately. For each proposed contract and subaward, specify the purpose and activities to be provided, and the estimated cost. Include the cost of all contracts except those that should be placed under other categories such as equipment, supplies, or construction.

Contracts are defined according to 2 CFR 200.1 as a legal instrument by which a recipient or subrecipient conducts procurement transactions under a Federal award. A subaward, defined by 2 CFR 200.1, means an award provided by a pass-through entity to a subrecipient for the subrecipient to contribute to the goals and objectives of the project by carrying out part of a federal award received by the pass-through entity. It does not include payments to a contractor, beneficiary, or participant. A subaward may be provided through any form of legal agreement consistent with criteria within §200.331, including an agreement the pass-through entity considers a contract.

The applicant must adhere to procurement standards outlined at 2 CFR §200.317 - 200.327 and the subaward requirements at 2 CFR §200.331 - 200.333. Include third-party evaluation contracts, procurement contracts, and subawards. Costs related to individual consultants should be listed in the "Other" category.

If applicable and charged as a direct cost, include third-party renting or leasing agreements for equipment; and, third-party renting or leasing agreements for real property (building, facility, administrative office, space, structure, land, and other real property) used specifically for the program.

7) Construction Costs

ILAB awards are non-construction awards. If construction activities are necessary under an ILAB award, they would be rare and minor. Construction with funds under the cooperative agreement requires USDOL prior approval and ordinarily should not exceed 10 percent of the project budget's direct costs. Funds for construction must be clearly specified in the budget. Any activities that lead to the creation of real property that is of a permanent nature must be classified under construction expenses. In addition, expenses in support of construction cannot be classified as supplies, and should be regarded as construction activities.

In general, USDOL expects construction to be limited to improving existing infrastructure and facilities utilized by direct recipients. In order to promote sustainability, USDOL encourages recipients to secure matching funds, in-kind contributions, or other forms of cost sharing from the government, communities and local organizations when proposing construction activities.

All modifications to the project's budget to address construction related changes require a formal project revision request to be approved by the Grant Officer. See also 2 CFR 200.439 Equipment and other capital expenditures for guidance on allowable costs.

8) Other Direct Costs

Enter all other costs for the applicant's project that are not listed elsewhere in the budget. Such costs, where applicable and allowed under the program, may include: individual consultant costs; local travel; insurance; medical and dental costs (non-personnel); professional service costs; depreciation of equipment and real property (when treated as a direct cost), printing and publications, training costs (tuition and

stipends), staff development costs, monitoring and evaluation costs, and administrative costs (when treated as a direct cost). Applicants must allocate funds for costs related to 508 compliance for relevant documents produced under the grant that will be made available to the public by the awardee or USDOL. Provide clear and specific detail, including costs, for each item so that it can be determined whether the costs are necessary, reasonable, and allocable. If not applicable, leave blank.

Purchase costs, including principal and interest, for real property are unallowable under this solicitation. Please note that DOL may require additional information be provided before proceeding and/or incurring costs and may be subject to additional requirements and reviews.

Any real property owned by the recipient or arrangements considered "less-than-arms-length", "sale and lease back", "finance lease" per the FASB, "financed purchase" per GASB standards intended to be proposed or claimed for use, if applicable and allowed under the program, and in accordance with grantor agency regulations may be included in this category. However, the justification for these costs must include: the allocable percentage and total dollar amount; the depreciation amount with type of method and calculation used; tax amount (if applicable); insurance amount and what it covers; maintenance and repair with details on each type of expense proposed and its associated cost; minor A&R (if any) with specifics for each type of proposed expense and its associated cost; the ownership type (own, lease); clearly show the computation, and provide any info to support the amount requested. Any cost above the allowed amount, per regulations, is the responsibility of the Non-Federal Entity (NFE). Do not include costs of third-party renting or leasing real property and equipment since they should be under the "Contractual" category. If not applicable, leave blank.

Applicants should include participant support-related costs under Other Costs for items such as stipends or subsistence allowances, travel allowances, and registration fees paid to or on behalf of participants or trainees (but not employees) in connection with conferences or training activities based on proposed project activities (2 CFR 200.1).

9) Total Direct Costs

Enter the sum of 1) Personnel through 8) Other Direct Costs.

10) Indirect Costs

Applicants, along with proposed subrecipients, may request indirect costs according to federal regulations. Indirect costs are those that have been incurred for common or joint objectives and cannot be readily identified with a particular final cost objective. Indirect cost charges must be based on allowable (i.e., necessary, reasonable, conforming, consistent and documented) costs based on the applicable cost principles. Applicants, including subrecipients, may request indirect costs based on a negotiated indirect cost rate (NICRA). Recipients and subrecipients that do not have a current Federal negotiated indirect cost rate (including provisional) rate, may elect

to charge a de minimis rate of up to 15 percent of modified total direct costs (MTDC). The recipient or subrecipient is authorized to determine the appropriate rate up to this limit. See 2 CFR 200.414(f) for full requirements.

The following supporting documentation is required:

- For organizations, including subrecipients, with a NICRA approved by the Federally Cognizant Agency (FCA): Please provide an explanation of how the indirect costs are calculated. This explanation should include which portion of each line item, along with the associated costs, are included in the cost allocation base. Also, provide a current version of the NICRA.
- For organizations, including subrecipients, that do not have a current negotiated (including provisional) rate, with exceptions noted in 2 CFR 200.414(f), and wish to request a de minimis indirect cost rate of up to 15 percent of MTDC (defined in 2 CFR 200.1): Please confirm that the organization meets the requirements as described in 2 CFR 200.414(f). Clearly state that the organization does not have a current negotiated (including provisional) rate. Provide an explanation of which portion of each line item, along with the associated costs, are included in your cost allocation base. If approved, the de minimis rate must be used consistently for all federal awards and may be used indefinitely or until the organization negotiates a rate.
- 2 CFR 200.1 / Modified Total Direct Cost (MTDC) means all direct salaries and wages, applicable fringe benefits, materials and supplies, services, travel, and subawards and subcontracts up to the first \$50,000 of each subaward (regardless of the period of performance of the subawards under the award). MTDC excludes equipment, capital expenditures, charges for patient care, rental costs, tuition remission, scholarships and fellowships, participant support costs and the portion of each subaward in excess of \$50,000. Other items may only be excluded when necessary to avoid a serious inequity in the distribution of indirect costs, and with the approval of the cognizant agency for indirect costs.
- For organizations, including subrecipients, with no budgeted/claimed indirect costs: Please certify that all requested costs are directly allocable to the proposed project and not supported from any other source.
- For organizations with an expired indirect cost rate or a rate not previously approved by the FCA (except those recipients approved for the de minimis rate), please certify that an indirect cost proposal will be submitted to the FCA within 90 days of award to establish a provisional NICRA. This provisional rate may be effective for a period up to two years until a final NICRA is established. Applicants may choose to include estimated indirect costs in the proposed budget. If the application is selected for award, the Grant Officer will release funds in the amount of 10 percent of salaries and wages to support indirect costs until a provisional rate is available.

11) Total Costs

Enter the sum of 9) Total Direct Costs and 10) Indirect Costs.

f. Project Monitoring & Evaluation (M&E) Activities

Applicants must budget funds to cover the costs associated with project M&E activities.

Projects must set aside at least 8 percent of the project budget's total direct costs to cover the costs associated with project M&E activities. The costs for M&E activities must be included in two of the required application components: 1.) In the Budget Narrative, applicants must identify each planned M&E activity and its associated cost, organized by budget category (i.e., the SF-424A budget categories); and 2.) in the Work Plan applicants must provide a description of the project M&E activities, as well as list the associated costs. The sum of the M&E activity costs listed in the Budget Narrative must match the sum of the M&E activity costs cited in the Work Plan.

In developing their proposals, it is important that applicants carefully consider and budget adequately for a full range of M&E-related costs throughout the life cycle of the project, including not only implementation monitoring, but also ongoing knowledge management and learning activities that explicitly support adaptive management of the project. In general, the applicant should consider the U.S. Dollar (USD) exchange rate (and potential fluctuations) for the local currency and the scope, size, geography and complexity of the project in conjunction with monitoring, evaluation, learning and adaption needs. The M&E budget should take into account monitoring for emergent results and collaborative processes to share and make sense of data with project partners and key stakeholders to inform project management, adaptation, and accountability.

The M&E budget must cover all the required M&E deliverables outlined in the Management Procedures and Guidelines and OCFT's Monitoring and Evaluation (M&E) Resource Guide for OCFT Projects.

When budgeting for M&E costs, applicants should consider and budget for:

- Support to project M&E Plan development including project staff in-country travel, costs of hosting strategy validation and other workshops (meeting rooms, etc.), training for partners, and other logistical/administrative costs.
- Regular collection and processing of monitoring data, including any necessary travel and staff or consultants needed to conduct ongoing collection and monitoring. Projects providing direct education or livelihood services to children will need to budget sufficient funds to monitor participant work status, at a minimum, at baseline, and endline.
- Translation of M&E deliverables, as needed.
- Ongoing M&E-related training and capacity-building as needed during the project for project staff and partners.
- The development and implementation of a system for storing project monitoring data and process for validating monitoring information and reviewing data quality.
- Ongoing knowledge management and learning activities that explicitly support adaptive management of the project.
- Collaborative processes to share and make sense of data with project partners and key stakeholders to inform project management, adaptation, and accountability.
- Meeting USDOL reporting requirements as discussed.

- Funds sufficient to provide support for USDOL-funded and managed external performance evaluations. The project will be responsible for certain support costs for each evaluation, such as translation of the evaluation report from English into the local language, providing ground transportation for the external evaluator, hosting an evaluation stakeholders meeting, in-country transportation and accommodation costs for staff and other stakeholders' participation in the meeting, and other activities as agreed upon with ILAB.
- In the event that USDOL is not able to fund an external performance evaluation, USDOL will work with the recipients to determine the most appropriate and effective way to make use of existing project M&E funds to contract an evaluation.

Note:

This budget guidance establishes a minimum amount of funds that must be set aside for M&E activities; the applicant may propose additional funds as needed, based on cost estimates for required activities.

g. Audits and Attestation Engagements (See Section VI. B. 2.)

(1) Single Audits include costs for meeting the single audit requirements (as described in 2 CFR 200 Subpart F Audit Requirements) as direct or indirect costs, whichever is appropriate, in accordance with allowable cost allocation procedures.

(2) Project-specific audits may be required by USDOL to provide additional project oversight of the recipients' validation and monitoring processes, including internal and financial controls and reporting processes. If a PIO has existing internal requirements or prohibitions that would not allow USDOL's external attestation engagements and is selected for an attestation agreement, the PIO may request an exception to the normal attestation engagement process. In this case, the applicant PIO must provide a copy of the internal requirement or regulation prohibiting an attestation engagement. If the award is selected for an attestation engagement during the life of the project, successful applicants will be required to undertake a budget re-allocation or a cost increase to conduct a project-specific audit. If an exception with supporting documentation is not requested, then the attestation engagement requirements outlined above will apply.

h. Communications

In addition to funding set aside for project communication related activities, projects must budget for the creation of visual assets (professional photography and videography) or other type of assets that will help communicate the purpose and impact of the project. These assets are a critical medium to increase awareness and understanding about global labor standards, including child labor, forced labor, occupational safety and health, employment discrimination, collective bargaining, and freedom of association, and illustrate that work to address the issues in the context of this project. For projects operating in one country, at least \$50,000 of direct costs should be committed to support the production of communications assets. For projects operating in multiple countries, projects should set aside a total of \$75,000 to support communications assets related costs. The successful applicant is required to get approval from ILAB for how to budget and re-budget these funds throughout the life of the projects. A communications plan will be developed by the recipient post-award.

i. Value Added Tax (VAT)

Foreign VAT taxes charged for the purchase of goods or services that a non-federal entity is legally required to pay in country are an allowable expense under federal awards. After notifying USDOL, the recipients and subrecipients shall make every effort to apply for and receive VAT exemption in the country or countries in which the project operates [2 CFR 200.470(c)].

The recipient will report on the progress of its application for VAT exemption in its Technical Progress Reports. See the MPG for further guidance on VAT exemptions.

j. Housing

If included in the budget, provide in the budget narrative a justification for any proposed housing costs, housing allowances, and/or personal living expenses. In accordance with federal cost principles, personnel housing and personal living expenses are only allowable as direct costs in the project budget. USDOL funds may only be used to pay for the housing costs, housing allowances, and personal living expenses (e.g., dependents' allowance) of project staff if they (1) are separately accounted for as direct costs of the project necessary for the performance of the project and (2) receive prior approval from USDOL. Applicants must provide a brief explanation as to why such costs are considered necessary for the performance of the project, consistent with the organization's established policies, and reasonable for the country where the staff person will reside.

k. Funds to Host Country Governments

Generally, recipients may not provide any funds from a USDOL award to a foreign government or entities that are agencies of, or operated by or for, a foreign state or government, ministries, officials, or political parties, except in cases consistent with the guidance in the MPG. If, in rare cases, funds are proposed to support a host country government, they must be included in Other Costs, itemized, and described in detail in the budget narrative. Such funds must not duplicate existing foreign government activities, substitute for such activities, or be used for the foreign government's purchase of equipment or supplies to support those activities for which the foreign government (whether at the national, local, district, provincial or other level of government) has already assumed responsibility. Prior approval from USDOL is required for any costs budgeted in this category **for activities for which such governments have already assumed responsibility.**

3. Submission Date, Times, and Process

Due Date for Applications:

September 25, 2024

You must submit your application electronically on <https://www.grants.gov> **no later than 11:59 p.m. Eastern Time on the closing date.**

Applicants are encouraged to submit their application before the closing date to minimize the risk of late receipt. We will not review applications received after 11:59 p.m. Eastern Time on the closing date.

a. Hardcopy Submission

No applications submitted in hardcopy by mail or hand delivery (including overnight

delivery) will be accepted for this funding opportunity. We will not accept applications sent by e-mail, telegram, or facsimile (FAX).

b. Electronic Submission through Grants.gov

Applicants submitting applications must ensure successful submission **no later than 11:59 p.m. Eastern Time on the closing date.** Grants.gov will subsequently validate the application.

The process can be complicated and time-consuming. You are strongly advised to initiate the process as soon as possible and to plan for time to resolve technical problems. Note that validation does not mean that your application has been accepted as complete or has been accepted for review by the agency. Rather, Grants.gov verifies only the submission of certain parts of an application.

1) How to Register to Apply through Grants.gov

Read through the registration process carefully before registering. These steps may take as long as four weeks to complete, and this time should be factored into plans for timely electronic submission in order to avoid unexpected delays that could result in the rejection of an application.

Applicants must follow the online instructions for registration at <https://www.grants.gov/register.html>. We recommend that you prepare the information requested before beginning the registration process. Reviewing and assembling required information before beginning the registration process will alleviate last-minute searches for required information and save time.

An application submitted through Grants.gov constitutes a submission as an electronically signed application. The registration and account creation with Grants.gov, with E-Biz Point of Contact (POC) approval, establishes an Agency Organizational Representative (AOR). When an application is submitted through Grants.gov, the name of the AOR who submitted the application is inserted into the signature line of the application, serving as the electronic signature. The E-Biz POC must authorize the individual who is able to make legally binding commitments on behalf of your organization as the AOR; this step is often missed and it is crucial for valid submissions.

2) How to Submit an Application to DOL via Grants.gov

Grants.gov applicants can apply online using Workspace. Workspace is a shared online environment where members of a grant team may simultaneously access and edit different webforms within an application. For a complete workspace overview, refer to <https://grants.gov/applicants/workspace-overview/>. For access to complete instructions on how to apply for opportunities, refer to <https://www.youtube.com/watch?v=fIZZH74021I>.

When a registered applicant submits an application with Grants.gov, an electronic time stamp is generated within the system when the application is successfully received by Grants.gov. Grants.gov will send the applicant AOR an email acknowledgement of

receipt and a tracking number (GRANTXXXXXXXX) with the successful transmission of the application, serving as proof of timely submission. The applicant will receive two email messages to provide the status of the application's progress through the system:

- The first email will contain a tracking number and will confirm receipt of the application by Grants.gov.
- The second email will indicate the application has either been successfully validated or has been rejected due to errors.

Grants.gov will **reject applications if the applicant's registration in SAM is expired. Only applications that have been successfully submitted by the deadline and later successfully validated will be considered.** It is your responsibility to ensure a timely submission. While it is not required that an application be successfully validated before the deadline for submission, it is prudent to reserve time before the deadline in case it is necessary to resubmit an application that has not been successfully validated. Therefore, enough time should be allotted for submission (24-48 hours) and, if applicable, additional time to address errors and receive validation upon resubmission (an additional two business days for each ensuing submission). It is important to note that if enough time is not allotted and a rejection notice is received after the due date and time, DOL will not consider the application.

To ensure consideration, the components of the application must be saved as .doc, .docx, .xls, .xlsx, .rtf or .pdf files. If submitted in any other format, the applicant bears the risk that compatibility or other issues will prevent DOL from considering the application. We will attempt to open the document, but will not take any additional measures in the event of problems with opening.

We strongly advise applicants to use the various tools and documents, including FAQs, which are available on the "Applicant Resources" page at <https://www.grants.gov/applicants/applicant-faqs>.

We encourage new prospective applicants to view the online tutorial, "Grant Applications 101: A Plain English Guide to ETA Competitive Grants," available through WorkforceGPS at <https://d2leuf3vild4d.cloudfront.net/-/media/Communities/grantsapplicationandmanagement/Files/Script---Grant-Applications-101-A-Plain-English-Guide-to-Competitive-Grants.ashx?rev=de76f7ac62dd45c0a31a8c1161aab0ae&hash=12C32CF22D539B6CF3C71A819C004EE2>.

To receive updated information about critical issues, new tips for users, and other time-sensitive updates as information is available, you may subscribe to "Grants.gov Updates" at <https://www.grants.gov/connect/manage-subscriptions/>.

If you encounter a problem with Grants.gov and do not find an answer in any of the other resources, contact one of the following:

- call 1-800-518-4726 or 606-545-5035 to speak to a Customer Support Representative or email support@grants.gov.

The Grants.gov Contact Center is open 24 hours a day, 7 days a week but closed on federal holidays. If you are experiencing difficulties with your submission, it is best to call the Grants.gov Support Center and get a ticket number.

Late Applications

We will consider only applications successfully submitted through Grants.gov no later than 11:59 p.m. Eastern Time on the closing date and then successfully validated. **You take a significant risk by waiting to the last day to submit through Grants.gov.**

C. INTERGOVERNMENTAL REVIEW

This funding opportunity is not subject to Executive Order 12372, “Intergovernmental Review of Federal Programs.”

D. FUNDING RESTRICTIONS

All proposed project costs must be necessary and reasonable and in accordance with federal guidelines. Determinations of allowable costs will be made in accordance with the Cost Principles, now found in the Office of Management and Budget’s Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance), codified at 2 CFR Part 200 and at 2 CFR Part 2900. Disallowed costs are those charges to an award that the grantor agency or its representative determines not to be allowed in accordance with the Cost Principles or other conditions contained in the award. Applicants, whether successful or not, will not be entitled to reimbursement of pre-award costs.

E. INTELLECTUAL PROPERTY RIGHTS

Pursuant to 2 CFR 2900.13, to ensure that the federal investment of DOL funds has as broad an impact as possible and to encourage innovation in the development of new learning materials, the recipient will be required to license to the public all work created with the support of the grant under open licensing. Work that must be licensed under open licensing includes both new content created with the grant funds and modifications made to pre-existing, recipient-owned content using grant funds.

This license allows subsequent users to copy, distribute, transmit, and adapt the copyrighted work and requires such users to attribute the work in the manner specified by the recipient. Notice of the license shall be affixed to the work.

Questions about open licensing as it applies to this specific funding opportunity should be submitted to the ETA Grants Management Specialist specified in Section VII.

Only work that is developed by the recipient in whole or in part with grant funds is required to be licensed under open licensing. Pre-existing copyrighted materials licensed to or purchased by the recipient from third parties, including modifications of such materials, remain subject to the intellectual property rights the recipient receives under the terms of the particular license or purchase. In addition, works created by the recipient without grant funds do not fall under the open licensing requirement.

The purpose of the open licensing requirement is to ensure that materials developed with funds provided by these grants result in work that can be freely reused and improved by others. When purchasing or licensing consumable or reusable materials, the recipient is expected to respect all applicable federal laws and regulations, including those pertaining to the copyright and accessibility provisions of the Federal Rehabilitation Act.

Separate from the open licensing to the public, the Federal Government reserves a paid-up, nonexclusive, and irrevocable license to reproduce, publish, or otherwise use, and to authorize others to use for federal purposes (i) the copyright in all products developed under the grant, including a subaward or contract under the grant or subaward; and (ii) any rights of copyright to which the recipient, subrecipient, or a contractor purchases ownership under an award (including, but not limited to, curricula, training models, technical assistance products, and any related materials). Such uses include, but are not limited to, the right to modify and distribute such products worldwide by any means, electronically or otherwise. The recipient may not use federal funds to pay any royalty or license fee for use of a copyrighted work, or the cost of acquiring by purchase a copyright in a work, where the Department has a license or rights of free use in such work. If revenues are generated through selling products developed with grant funds, including intellectual property, DOL treats such revenues as program income. Such program income is added to the grant and must be expended for allowable grant activities.

F. OTHER SUBMISSION REQUIREMENTS

Withdrawal of applications: Applications may be withdrawn by written notice to the Grant Officer at any time before an award is made.

V. APPLICATION REVIEW INFORMATION

A. CRITERIA

USDOL has instituted procedures for assessing the technical merit of applications to provide for an objective review of applications and to assist applicants in understanding the standards against which an application will be judged. The evaluation criteria are based on the information required in the application as described in Section IV.B.1. (Technical Proposal including Attachments) and Section IV.B.2. (Cost Proposal). Reviewers will award points based on the evaluation criteria described here:

<u>CRITERION</u>	<u>REFERENCE</u>	<u>POINTS</u>
Problem Analysis	IV.B.1.c.(1).	7
Project Design		
Project Strategy (Theory of Change)		
Sustainability Strategy	IV.B.1.c.(2).(a).	38
Project Targets	IV.B.1.c.(2).(b).	5
M&E Agreement and Capacity Statement	IV.B.1.c.(3).	5
Work Plan	IV.B.1.c.(4).	5
Organizational Capacity		

Relevant Grant and/or Contract Experience	IV.B.1.d.(1).	5
Country Presence	IV.B.1.d.(2).	5
Partners	IV.B.1.d.(3).	10
Management Plan	IV.B.1.d.(5).	5
Strategy Cohesiveness (how the components of the application (project narrative and budget) fit together to support the overall Theory of Change)	IV.B.1.e.	5
Budget Summary, Line-Item Budget, and Accompanying Budget Narrative	IV.B.2.e.	10
Total =		100

Standards for Evaluating the Applicant's Response to each Requirement

Section IV.B, Project Narrative, provides a detailed explanation of the information an application must include (e.g., a comprehensive work plan for the whole period of performance with feasible and realistic dates). Reviewers will rate each "rating factor" based on how fully and convincingly the applicant responds. For each "rating factor" under each "criterion," panelists will determine whether the applicant thoroughly meets, partially meets, or fails to meet the "rating factor," unless otherwise noted in Section IV.B, based on the definitions below:

Standard Rating	Definition	Standard for Calculating Points
Thoroughly Meets	The application thoroughly responds to the rating factor and fully and convincingly satisfies all of the stated specifications.	Full Points
Partially Meets	The application responds incompletely to the rating factor or the application convincingly satisfies some, but not all, of the stated specifications.	Partial Points
Fails to Meet	The application does not respond to the rating factor or the application does respond to the rating factor but does not convincingly satisfy any of the stated specifications.	Zero Points

In order to receive the maximum points for each rating factor, applicants must provide a response to the requirement that fully describes the proposed program design and demonstrates the quality of approach, rather than simply re-stating a commitment to perform prescribed activities. In other words, applicants must describe why their proposal is the best strategy and how they will implement it, rather than that the strategy contains elements that conform to the requirements of this FOA.

B. REVIEW AND SELECTION PROCESS

1. Merit Review and Selection Process

A technical merit review panel will carefully assess applications against the FOA evaluation criteria to determine the merit of applications. Using the point distribution specified above, applications will be evaluated based on how well their technical and cost proposals demonstrate a clear understanding of the needs, gaps, and overall scope of problems, as well as how the application proposes activities that are appropriate, achievable, and where applicable, innovative, in supporting the objective and intended outcomes in this FOA. As indicated in the scoring criterion table above, applicants' proposals will also be assessed on how well the panel believes the components of the proposal fit together to support an overall Theory of Change. Up to 100 points may be awarded to an applicant, depending on the quality of the responses provided. The final scores (which may include the mathematical normalization of review panels where more than one review panel is used) will serve as the primary basis for selection of applications for funding. The panel results are advisory in nature and not binding on the Grant Officer. The Grant Officer reserves the right to make selections based solely on the final scores or to take into consideration other relevant factors when applicable. Such factors may include the geographic distribution of awards, the results of a risk review process (see Section V.B.2), past performance information, the status of open audit findings, and other relevant factors. The Grant Officer may consider any information that comes to their attention.

The applicant's signature on the SF-424, including electronic signature via E-Authentication on <https://www.grants.gov/>, constitutes a binding offer by the applicant and constitutes agreement to the terms and conditions. The government may elect to award funds with or without discussions with the applicant.

2. Risk Review Process

Every proposal will be evaluated to determine the risks of non-performance posed by the applicant. Prior to making an award, USDOL will review information available through various sources, including its own records and any OMB-designated repository of government-wide eligibility qualification or financial integrity information, such as Federal Awardee Performance and Integrity Information System (FAPIIS) and "Do Not Pay." Additionally, USDOL will comply with the requirements of 2 CFR Part 180 and 2 CFR Part 2998 (Non-procurement Debarment and Suspension). This risk evaluation may incorporate results of the evaluation of the applicant's eligibility (application screening) or the quality of its application (merit review). If USDOL determines that an award will be made, special conditions that correspond to the degree of risk assessed may be applied to the award.

Criteria to be evaluated include:

- Financial stability;
- Quality of management systems and ability to meet the management standards prescribed in the Uniform Guidance;
- History of performance. The applicant's record in managing awards, cooperative agreements, or procurement awards, if it is a prior recipient of such federal awards, including timeliness of compliance with applicable reporting requirements, and if

applicable, the extent to which any previously awarded amounts will be expended prior to future awards;

- Reports and findings from audits performed under Subpart F – Audit Requirements of the Uniform Guidance or the reports and findings of any other available audits and monitoring reports containing findings, issues of non-compliance or questioned costs;
- The applicant's ability to effectively implement statutory, regulatory, and other requirements imposed on recipients.

VI. AWARD ADMINISTRATION INFORMATION

A. AWARD NOTICES

Both applicants selected for award and those not selected will be contacted by USDOL.

Selection of an organization as a recipient does not constitute approval of the application as submitted. Before an award is made, USDOL may enter into negotiations about such items as program components, staffing and funding levels, and administrative systems in place to support award implementation. If the negotiations do not result in a mutually acceptable submission, the Grant Officer reserves the right to terminate the negotiations and decline to fund the application. USDOL reserves the right not to fund any application related to this FOA. USDOL also reserves the right to withdraw the award if activity does not begin upon award and/or as a remedy for non-compliance as described in 2 CFR 200.339-340.

This project is intended to address increased responsiveness of Cambodian Organizations of Persons with Disabilities and their key stakeholders to labor exploitation and barriers that impede access to decent work in Cambodia. The FOA states that this work is to be performed in Cambodia; however, if ILAB and the recipient(s) determine that performance in Cambodia has become impossible as a result of withdrawal of host country government or other required stakeholder support for the project, or for other reasons outside of the project's control, ILAB and the recipient(s) may confer to determine whether it is desirable and feasible to implement the project in a different country and/or sector in Cambodia. This determination will necessitate findings that: 1) based upon available research, the project, as it is described in this document, is warranted to address increased responsiveness of Cambodian Organizations of Persons with Disabilities and their key stakeholders to labor exploitation and barriers that impede access to decent work in the newly identified country(ies) and/or sector(s); 2) ILAB and the recipient(s) can obtain support from the new proposed host country government or required stakeholder to implement the proposed project; and 3) the recipient has the capacity to implement the project in the proposed country and/or sector within the legally permissible timeframe for implementation of the project. If ILAB and the recipient are unable to make these findings and mutually agree on a modification to the award(s) to implement performance in another country and/or sector in Cambodia, either ILAB or the recipient may seek to have the award suspended or terminated pursuant to the applicable termination clauses.

B. ADMINISTRATIVE AND NATIONAL POLICY REQUIREMENTS

1. General Requirements

Recipients and subrecipients under this FOA shall be subject to the terms outlined in this announcement, the award agreement, the MPG, and any other referenced materials. The MPG provides general management procedures and guidance for recipients of ILAB awards in areas that may not be explicitly detailed in the announcement. See <https://www.dol.gov/agencies/ilab/resources/grants>.

Recipients are also subject to applicable U.S. federal laws (including appropriations laws) and regulations, Executive Orders, applicable OMB Circulars, and USDOL policies. If, during project implementation, a recipient is found in violation of any of the foregoing, remedies may include modification of the terms of the award; disallowance and recovery of costs; termination of the award; and any other action permitted by law.

For the purposes of this announcement and awards, recipients will be the sole entity with the authority to fulfill the following responsibilities:

- Act as the primary point of contact with USDOL to receive and respond to all inquiries, communications and orders under the project;
- Access funds through the Department of Health and Human Services-Payment Management System;
- Submit to USDOL all deliverables, including all technical and financial reports related to the project;
- Request a revision or amendment of the terms and conditions of award or the Project Document (see MPG for description of Project Document); and
- Work with USDOL to close out the project. Each recipient must comply with all applicable Federal regulations and is individually subject to audit.

Nondiscrimination Policy

a. The recipient is prohibited from discriminating on the basis of race, color, religion, sex (including gender identity, sexual orientation, and pregnancy), national origin, disability, age, genetic information, marital status, parental status, political affiliation, or veteran's status in any program or activity funded under this award. The recipient must not discriminate on these bases against any participants receiving services in implementation of this award, such as, but not limited to, by withholding, adversely impacting, or denying equitable access to the benefits provided through this award on the basis of any factor not expressly stated in the award. Nothing in this provision is intended to limit the ability of the recipient to target activities toward the assistance needs of certain populations as defined in the award. The recipient must ensure that the evaluation and treatment of its employees and applicants for employment are free of discrimination on these bases. Staff and implementing partners working with USDOL are expected to uphold principles of inclusion and equitable access to USDOL-funded programming.

- b. The recipient must insert this provision, including this clause, in all subawards under this award.

2. Audits and Attestation Engagements

Recipients must comply with the single audit requirements set forth in Subpart F – Audit Requirements of the Uniform Guidance (2 CFR Part 200) and must comply with the timeframes established in those regulations for the submission of their single audits to the Federal Audit Clearinghouse. Recipients must notify their assigned Grant Officer’s Representative of each single audit conducted within the timeframe of the USDOL-funded project at the time it is submitted to the Federal Audit Clearinghouse.

All recipients are subject to project-specific attestation engagements or project-specific audits of the recipients’ validation and monitoring processes during the life of the award. Attestation engagements will be conducted in accordance with U.S. Government Auditing Standards and project-specific audits will be conducted in accordance with the International Standards on Auditing, and will include auditors’ opinions on (1) compliance with USDOL regulations and the requirements of the award and (2) the accuracy and reliability of the recipient’s financial and performance reports.

3. Administrative Standards

The award(s) and subaward(s) made under this FOA will be subject to the following administrative standards:

- Non-Profit Organizations, Educational Institutions, and State, Local and Indian Tribal Governments
- 2 CFR Part 200 (Administrative Requirements, Cost Principles, and Audit Requirements)
- For-profit organizations
 - 2 CFR Part 200 (Administrative Requirements and Cost Principles)
 - 48 CFR Part 31 (Cost Principles)
 - 29 CFR 96.32 The Secretary of Labor is responsible for those not covered by 2 CFR 200 Subpart F (Audit Requirements) as discussed in the MPG
- Non-U.S. organizations, including foreign organizations and public international organizations
 - 2 CFR Part 200 (Administrative Requirements and Cost Principles)
 - 29 CFR 96.32 The Secretary of Labor is responsible for those not covered by 2 CFR 200 Subpart F (Audit Requirements) as discussed in the MPG
- 29 CFR Part 93 Restrictions on Lobbying
- 29 CFR Part 94 Governmentwide Requirements for Drug-Free Workplace (Financial Assistance)
- 2 CFR Part 180 and 2 CFR Part 2998 Governmentwide Debarment and Suspension
- 29 CFR Part 2, subpart D Equal Treatment in Department of Labor Programs for Religious Organizations, Protection of Religious Liberty of Department of Labor Social Service Providers and Beneficiaries

- 29 CFR Part 31 Nondiscrimination in Federally Assisted Programs of the Department of Labor—Effectuation of Title VI of the Civil Rights Act of 1964
- 29 CFR Part 32 Nondiscrimination on the Basis of Handicap in Programs or Activities Receiving Federal Financial Assistance
- 29 CFR Part 35 Nondiscrimination on the Basis of Age in Programs or Activities Receiving Federal Financial Assistance from the Department of Labor
- 29 CFR Part 36 Nondiscrimination on the Basis of Sex in Education Programs or Activities Receiving Federal Financial Assistance
- 49 U.S.C. 40118 Fly America Act
- The Department of Labor will follow the procedures outlined in the Department’s Freedom of Information Act (FOIA) regulations (29 CFR Part 70). If DOL receives a FOIA request for an application, the procedures in DOL’s FOIA regulations for responding to requests for commercial/business information submitted to the government will be followed, as well as all FOIA exemptions and procedures. See generally 5 U.S.C. § 552; 29 CFR Part 70.
- Standard Terms and Conditions of Award

4. Other Legal Requirements

a. Religious Activities

The Department notes that the Religious Freedom Restoration Act (RFRA), 42 U.S.C. § 2000bb, applies to all federal law and its implementation. If an applicant organization is a faith-based organization that makes hiring decisions on the basis of religious belief, it may be entitled to receive federal financial assistance under this grant solicitation and maintain that hiring practice. As stated in 2 CFR 2.32(a), religious organizations are eligible on the same basis as any other organization, to seek DOL support or participate in DOL programs for which they are otherwise eligible. Guidance from DOL is found at:

<https://www.dol.gov/agencies/oasam/grants/religious-freedom-restoration-act/guidance>. If a faith-based organization is awarded a grant, the organization will be provided with more information.

b. Lobbying or Fundraising the U.S. Government with Federal Funds

In accordance with Section 18 of the Lobbying Disclosure Act of 1995 (Public Law 104-65) (2 U.S.C. § 1611), non-profit entities incorporated under Internal Revenue Service Code section 501(c) (4) that engage in lobbying activities are not eligible to receive federal funds and grants. No activity, including awareness-raising and advocacy activities, may include fundraising for, or lobbying of, U.S. federal, state or local Governments (see 2 CFR 200.450 for more information).

c. Transparency Act Requirements

Recipients must ensure that they have the necessary processes and systems in place to comply with the reporting requirements of the Federal Funding Accountability and Transparency Act of 2006 (Pub. Law 109-282, as amended by section 6202 of Pub. Law 110-252) (Transparency Act), as follows.

- 1) Except for those excepted from the Transparency Act under the following subparagraphs 1, 2, and 3, recipients must ensure that they have the necessary processes and

systems in place to comply with the subaward and executive total compensation reporting requirements of the Transparency Act, should they receive funding.

2) Upon award, recipients will receive detailed information on the reporting requirements of the Transparency Act, as described in 2 CFR Part 170, Appendix A, which can be found at <http://edocket.access.gpo.gov/2010/pdf/2010-22705.pdf>.

The following types of awards are not subject to the Federal Funding Accountability and Transparency Act.

- 1) Federal awards to individuals who apply for or receive federal awards as natural persons (i.e., unrelated to any business or non-profit organization he or she may own or operate in his or her name);
- 2) Federal awards to entities that had a gross income, from all sources, of less than \$300,000 in the entities' previous tax year; and
- 3) Federal awards, if the required reporting would disclose classified information.

d. Safeguarding Data Including Personally Identifiable Information (PII)

Applicants submitting applications in response to this FOA must recognize that confidentiality of PII and other sensitive data is of paramount importance to the Department and must be observed except where disclosure is allowed by the prior written approval of the Grant Officer or by court order. By submitting an application, applicants are assuring that all data exchanges conducted through or during the course of performance of this award will be conducted in a manner consistent with applicable federal law.

e. Record Retention

Recipients must be prepared to follow federal guidelines on record retention, which require they maintain all records pertaining to award activities for a period of at least three years from the date of submission of the final expenditure report. See 2 CFR 200.334-.338 for more specific information, including information about the start of the record retention period for awards that are renewed quarterly or annually, and when the records must be retained for more than three years.

f. Use of Contracts and Subawards

Recipients must abide by the following definitions of contract, contractor, subaward, and subrecipient:

- **Contract:** *Contract* means, for the purpose of Federal financial assistance, a legal instrument by which a recipient or subrecipient conducts procurement transactions under a Federal award.
- **Contractor:** Contractor means an entity that receives a contract.
- **Subaward:** *Subaward* means an award provided by a pass-through entity to a subrecipient for the subrecipient to contribute to the goals and objectives of the project by carrying out part of a Federal award received by the pass-through entity. It does not include payments to a contractor, beneficiary, or participant. A subaward may be provided through any form of legal agreement consistent with criteria within 2 CFR 200.331, including an agreement the pass-through entity considers a contract.

- **Subrecipient:** Subrecipient means an entity that receives a subaward from a pass-through entity to carry out part of a federal award. The term subrecipient does not include a beneficiary or participant. A subrecipient may also be a recipient of other Federal awards directly from a Federal agency.

For additional information on subrecipient and contractor determinations, see 2 CFR 200.331. Recipients must follow the requirements of 2 CFR 200.331-.333 regarding subrecipient monitoring and management. Also see 2 CFR 200.308(c)(6) regarding prior approval requirements for subawards. When awarding subawards, recipients are required to comply with the governmentwide suspension and debarment requirements found in 2 CFR Part 180 and codified by USDOL at 2 CFR Part 2998, including the exceptions described in 2 CFR 180.215 such as exceptions for direct awards to PIOs.

g. Closeout of Award

Any entity that receives an award under this announcement must close its award with USDOL at the end of the period of performance. Indirect costs for allocated charges to the award are validated at time of closeout using a federally approved NICRA or other applicable rate agreement.

h. Guidance for Grants and Agreements

In accordance with the Office of Management and Budget's guidance located at 2 CFR part 200, all applicable Federal laws, and relevant Executive guidance, the Federal awarding agency will review and consider applications for funding pursuant to this notice of funding opportunity in accordance with the:

- Guidance for Grants and Agreements in Title 2 of the Code of Federal Regulations (2 CFR), as updated in the Federal Register's 85 FR 49506 on August 13, 2020, particularly on:
 - Selecting recipients most likely to be successful in delivering results based on the program objectives through an objective process of evaluating Federal award applications (2 CFR part 200.205);
 - Prohibiting the purchase of certain telecommunication and video surveillance services or equipment in alignment with section 889 of the National Defense Authorization Act of 2019 (Pub. L. No. 115—232) (2 CFR part 200.216);
 - Providing a preference, to the extent permitted by law, to maximize use of goods, products, and materials produced in the United States (2 CFR part 200.322); and
 - Terminating agreements in whole or in part to the greatest extent authorized by law, if an award no longer effectuates the program goals or agency priorities (2 CFR part 200.340).

5. Other Administrative Standards

Except as specifically provided in this FOA, USDOL acceptance of an application and an award of federal funds to sponsor any programs(s) does not provide a waiver of any award requirements and/or procedures. For example, the OMB Uniform Guidance requires that an entity's procurement procedures ensure that all procurement transactions are conducted, as much

as practical, to provide full and open competition. If an application identifies a specific entity to provide goods or services, the award does not provide the justification or basis to sole-source the procurement, i.e., avoid competition.

6. Special Program Requirements

a. Evaluation

ILAB may require that the program or project participate in an evaluation of overall performance of ILAB awards and requires the cooperation of the recipient as a condition of award.

b. Performance Goals

Please note that recipients will be held to agreed-upon outcomes and failure to meet those outcomes may result in technical assistance or other intervention by ILAB, and may also have a significant impact on decisions about future awards with ILAB.

C. REPORTING

Recipients must agree to meet USDOL reporting requirements. Recipients must provide the following reports and documents:

1. Quarterly Federal Financial Report (SF 425, FFR)

Award recipients are required to report quarterly financial data on the SF-425 Federal Financial Report (FFR) using the Payment Management System administered by the U.S. Department of Health and Human Services. The reports are due no later than 30 calendar days after the end of each specified reporting quarter. Reporting quarter end dates are March 31, June 30, September 30, and December 31. A final FFR for the last quarter of the period of performance must be submitted no later than 120 calendar days after the quarter ends, or 120 calendar days after the completion of the quarter in which all funds have been expended, whichever comes first. See 2 CFR 200.344. Selected awardees will receive additional reporting instructions within the agreement accompanying their award.

2. Semi-Annual Technical Progress Reports

Recipients must submit a semi-annual technical progress report within 30 days after the end of the months of March and September each calendar year. The report must include information on award activities, performance goals, and milestones. ILAB will provide formal guidance about the data and other information that is required to be collected and reported on either a regular basis or special request basis. ILAB retains the right to require technical progress reports at quarterly intervals. More information on the reports and timeframes for their completion will be included in the cooperative agreement and in the MPG.

3. Final Technical Report

Recipients must submit a final technical report within 120 days of the period of performance end date. The final technical report is a stand-alone report that provides a complete and comprehensive summary of the achievements during the life of the project.

4. Indirect Cost Rates

For organizations with an expired indirect cost rate or a rate not previously approved by the FCA (except those recipients approved for the de minimis rate): An indirect cost proposal must be submitted to the FCA within 90 days of award to establish a provisional NICRA. This provisional rate may be effective for a period up to two years until a final NICRA is established.

For all organizations with NICRAs: Indirect cost proposals must be submitted on an annual basis to the FCA to obtain federally approved NICRAs for the life of the award, unless the FCA instructs otherwise. These proposals are based on incurred costs and are due six months after the end of each fiscal year.

5. Closeout Reports

Within 120 days of completion of the project the recipient must provide the following project closeout reports:

- Final Technical Progress Report;
- Final Evaluation Report;
- Government Property Closeout Inventory Certification;
- Government Property Inventory List (due 90 days before end of project)
- Final Quarterly Financial Status report (SF-425);
- Final Closeout Financial Status Report;
- Recipient's Release Form; and
- Recipient's Assignment of Refunds, Rebates and Credits

Additional information may be required for some closeout procedures. More information is available after award.

VII. AGENCY CONTACTS

Applicants who have a specific question about this FOA may contact Carlie Ortiz, Office of Grants Management, at ortiz.carlie@dol.gov. Applicants must specifically reference FOA-ILAB-24-30, and include a contact name, email address and phone number. This announcement is being made available at <https://www.grants.gov/>.

VIII. OTHER INFORMATION

A. OMB INFORMATION COLLECTION

The agency has determined this FOA is not subject to Office of Management and Budget approval under the Paperwork Reduction Act, as fewer than ten (10) responses are anticipated.

Send comments regarding this determination to the U.S. Department of Labor, Office of the Chief Information Officer, Attention: Departmental Clearance Officer, 200 Constitution Avenue,

N.W., Room N-1301, Washington, DC 20210 or email DOL_PRA_PUBLIC@dol.gov. Note:

PLEASE DO NOT RETURN THE COMPLETED APPLICATION TO THIS ADDRESS. SEND ONLY COMMENTS ABOUT THE BURDEN CAUSED BY THE COLLECTION OF INFORMATION TO THIS ADDRESS. SEND YOUR GRANT APPLICATION TO THE SPONSORING AGENCY AS SPECIFIED EARLIER IN THIS ANNOUNCEMENT.

This information is being collected for the purpose of awarding a grant. DOL will use the information collected through this “Funding Opportunity Announcement” to ensure that grants are awarded to the applicants best suited to perform the functions of the grant. This information is required to be considered for this grant.

OMB Information Collection No 1225-0086, Expires July 31, 2025.

According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless such collection displays a valid OMB control number. Public reporting burden for this collection of information is estimated to average 50 hours per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

Send comments about the burden estimated or any other aspect of this collection of information, including suggestions for reducing this burden, to the U.S. Department of Labor, to the attention of the Departmental Clearance Officer, 200 Constitution Avenue NW, Room N1301, Washington, DC 20210. Comments may also be emailed to: DOL_PRA_PUBLIC@dol.gov.

PLEASE DO NOT RETURN YOUR GRANT APPLICATION TO THIS ADDRESS. SEND ONLY COMMENTS ABOUT THE BURDEN CAUSED BY THE COLLECTION OF INFORMATION TO THIS ADDRESS. SEND YOUR GRANT APPLICATION TO THE SPONSORING AGENCY AS SPECIFIED EARLIER IN THIS ANNOUNCEMENT.

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IX. APPENDICES

APPENDIX A: Acronyms

AOR	Authorized Organizational Representative
CFR	Code of Federal Regulations
CMEP	Comprehensive Monitoring and Evaluation Plan
CRPD	Convention on the Rights of Persons with Disabilities
DGESI	Disability, Gender Equity and Social Inclusion
DPMS	Direct Participant Monitoring System

ETA	Employment and Training Administration
FCA	U.S. Federal Cognizant Agency
FFR	Federal Financial Report
FOA	Funding Opportunity Announcement
FOIA	Freedom of Information Act
GO	Grant Officer
GOR	Grant Officer's Representative
ILAB	Bureau of International Labor Affairs
ILO	International Labor Organization
M&E	Monitoring and Evaluation
MPG	Management Procedures and Guidelines
NGOs	Non-governmental Organizations
NICRA	Negotiated Indirect Cost Rate Agreement
OCFT	Office of Child Labor, Forced Labor, and Human Trafficking
OMB	Office of Management and Budget
OPDs	Organizations of Persons with Disabilities
OTLA	Office of Trade and Labor Affairs
PII	Personally Identifiable Information
PIO	Public International Organization
SAM	System for Award Management
SF	Standard Form
TDA	Trade and Development Act
TPR	Technical Progress Report
TVPRA	Trafficking Victims Protection and Reauthorization Act
UEI	Unique Entity Identifier
USAID	U.S. Agency for International Development
USDOL or DOL	U.S. Department of Labor
VAT	Value Added Tax

APPENDIX B: Definitions

1. “Acceptable conditions of work” encompasses minimum wages, hours of work, and occupational safety and health. See 19 USC 3813(6)(E); Trade Act of 2002, Section

2113(6) (E), available at: <https://www.govinfo.gov/content/pkg/PLAW-107publ210/html/PLAW-107publ210.htm>.

2. “**Accessibility**” refers to the design, construction, development, and maintenance of facilities, information, and communication technology, programs, and services so that all people can fully and independently use them. Accessibility is relevant for all individuals and groups, but has particular relevance for persons with disabilities, given that the social model of disability frames disability as the negative interaction that results when persons with particular functional conditions encounter societal barriers. Such barriers include physical, communication, information, legislative, policy, technological, attitudinal, and other barriers.(64)
3. “**Activities**” are defined as the building blocks that lead to outputs and outcomes that, in turn, comprise projects.
4. “**Assistive technology**” is an umbrella term covering the systems and services related to the delivery of assistive products and services—including wheelchairs, eyeglasses, hearing aids, prosthetics, and more—which enable people to live health, productive, independent, and dignified lives, and to participate in education, the labor market, and civic life.(65)
5. A “**child**” or “**children**” are individuals under the age of 18 years.
6. “**Child work status**” definitions include the following categories; projects should begin with these basic definitions, and then defined further for project-level definitions, integrating relevant national legislation:
 - a. “**Working Children**” are those engaged in any activity to produce goods or to provide services for use by others or for own use, regardless of whether they are paid or not and whether they work in a formal or informal setting.
 - b. Children in “**Child Labor**” are a subset of working children. Child labor includes employment below the minimum age as established in national legislation in countries where the project is being implemented (excluding permissible light work) and the worst forms of child labor, including hazardous unpaid household services. Child labor is thus a narrower concept than “**working children**”, as child labor excludes children who do light work for under a permitted number of hours and those who are at or above the minimum age and engage in work not classified as a worst form of child labor.
 - c. Children in the “**Worst Forms of Child Labor**” refers to those activities described and as understood in ILO Convention 182: Worst Forms of Child Labor, 1999. Under Article 3 of the Convention, the worst forms of child labor comprise—
 - All forms of slavery or practices similar to slavery, such as the sale and trafficking of children, debt bondage and serfdom, and forced or compulsory labor, including forced or compulsory recruitment of children for use in armed conflict;
 - The use, procuring, or offering of a child for prostitution, for the production of pornography, or for pornographic purposes;
 - The use, procuring, or offering of a child for illicit activities, in particular for the production and trafficking of drugs as defined in the relevant international treaties;

- Work which, by its nature or the circumstances in which it is carried out, is likely to harm the health, safety, or morals of children.
- d. Article 3(d) of ILO Convention 182 defines “**hazardous work**” as “work which, by its nature or the circumstances in which it is carried out, is likely to harm the health, safety or morals of children.” Countries must determine what type of work is considered hazardous work by law or regulation. ILO Recommendation 190 includes items countries may wish to consider in determining which types of work are hazardous, including
- work which exposes children to physical, psychological, or sexual abuse;
 - work underground, under water, at dangerous heights or in confined spaces;
 - work with dangerous machinery, equipment and tools, or which involves the manual handling or transport of heavy loads;
 - work in an unhealthy environment which may, for example, expose children to hazardous substances, agents or processes, or to temperatures, noise levels, or vibrations damaging to their health;
 - work under particularly difficult conditions such as work for long hours or during the night or work where the child is unreasonably confined to the premises of the employer.

ILO Recommendation 190 goes on to state in Paragraph 4 that, “[f]or the types of work referred to under Article 3(d) of the Convention and Paragraph 3 above, national laws or regulations or the competent authority could, after consultation with the workers’ and employers’ organizations concerned, authorize employment or work as from the age of 16 on condition that the health, safety and morals of the children concerned are fully protected, and that the children have received adequate specific instruction or vocational training in the relevant branch of activity.”

7. “**Children at high-risk of entering child labor**” refers to children who experience a set of conditions or circumstances (family environment or situation, proximity to economic activities prone to employ children, etc.) under which the child lives or to which the child is exposed that make it more likely that the child will be employed in child labor (e.g., siblings of working children).

8. “**Cooperative agreement**” refers to an award instrument where substantial involvement is anticipated between a federal awarding agency and a non-federal recipient entity during the performance of project activities. The level of monitoring and accountability under a cooperative agreement is less than what is required under a contract, but more than what is required under a regular grant.

9. “**Costs**”

- “**Direct costs**” are those costs that can be identified specifically with a particular final cost objective, such as a federal award, or other internally or externally funded activity, or that can be directly assigned to such activities relatively easily with a high degree of accuracy. Typical costs charged directly to a federal award, are the compensation of employees who work on that award, their related fringe benefit costs, the costs of materials and other items of expense incurred for the federal award. For more information, please see <https://www.govinfo.gov/content/pkg/CFR-2014-title2-vol1/pdf/CFR-2014-title2-vol1-sec200-413.pdf>.

- **“Indirect costs”** means those costs incurred for a common or joint purpose benefitting more than one cost objective, and not readily assignable to the cost objectives specifically benefitted, without effort disproportionate to the results achieved. For more information, please see <https://www.govinfo.gov/app/details/CFR-2024-title2-vol1/CFR-2024-title2-vol1-part200-appIV/summary>.
- There is no universal rule for classifying certain costs as either direct or indirect (F&A) under every accounting system. A cost may be direct with respect to some specific service or function, but indirect with respect to the federal award or other final cost objective.
- Therefore, it is essential that each item of cost incurred for the same purpose be treated consistently in like circumstances either as a direct or an indirect (F&A) cost in order to avoid possible double-charging of federal awards. Guidelines for determining direct and indirect (F&A) costs charged to federal awards are provided in 2 CFR 200 Subpart E- Cost Principles.

10. **“Cost sharing” or “matching”** means the portion of project costs not paid by federal funds. See 2 CFR 300.306 Cost sharing or matching for more information.

11. **“Decent Work”** For the purpose of this FOA, decent work is defined as: productive work in which worker rights for persons with disabilities aligned with CRPD Article 27-Work and Employment, (see the worker rights definition below for more details) are protected, which generates an adequate income, with adequate social protection.(66)

12. **“Direct services”** are interventions that include educational and livelihood services provided by the project that can be directly matched to an individual child or adult household member (for livelihood services). (For more information, please see “direct educational services” and “livelihood services.”

13. **“Do no (more) harm”** is the undertaking of development, humanitarian, and peacebuilding assistance interventions that do not put participants at greater risk than would be the case without the intervention. Do no more harm acknowledges that harm may have already occurred, and the goal then is to ensure that more harm does not occur beyond the point of intervention, and that to the extent possible, actions are undertaken to mitigate and address past harm that may have occurred. (67)

14. **“Disability”** is an evolving concept, and results from the interaction between persons with impairments (including but not limited to persons who have long-term physical, mental, intellectual, or sensory impairments) and attitudinal and environmental barriers that hinder their full and effective participation in society on an equal basis with others. Persons may be born with their disability, or they may acquire it later in life. A person’s disability may not always be apparent and, due to stigma, not all may choose to self-identify. Persons with disabilities are part of every group, and may experience increased discrimination due to intersections with disability and other facets of their identity. Note that some persons with disabilities prefer “functional conditions,” “conditions,” or similar terms, instead of “impairments.”(68) Cambodia’s 2019-2023 National Disability Strategic Plan defines disability as: “those with long-term physical, mental, cognitive or sensual impairments who face challenges that prevent them from getting equally, fully and effectively involved in the society with others.”(69) Please note that definitions on disability vary in Cambodia.

15. **“Discrimination”** is the unfair or prejudicial treatment of people and groups based on characteristics of their identities and/or experiences. In programming, this includes but is not limited to withholding, adversely impacting, or denying equitable access to the benefits provided through a program on the basis of any factor not expressly stated in the award.(70)

16. **“Educational services”** refer to formal or non-formal education:

- **“Formal education services”** refer to education provided and/or recognized by the government. Formal education may include government schools, private schools, religious schools, etc. The support of formal education may involve the provision of goods and/or services including school fees, teaching and learning materials, school uniforms, and transportation costs, etc. These goods and/or services are intended to ensure that the child will attend and stay in school.
- **“Non-formal education services”** refer to education provided by any organization or body outside of the formal school system. This education may include literacy, mainstreaming education, accelerated learning, community-based education, bridge courses, remedial education, life skills, etc. Non-formal education services may lead to mainstreaming into formal education or equivalent school certificates.
- **“Vocational education services”** refer to education and/or training related to a specific vocation, trade or occupation. For the purposes of a project(s) funded under this announcement, a child under the age of 18 who receives vocational education services will be counted as having received an educational service. Vocational education services may also be provided to individuals 18 years of age and older in a household, including older siblings of working or at-risk children under the age of 18, if the provision of such services is intended to reduce the likelihood of child labor for a child in that household as a result of improvements to the household’s livelihood. In such cases, the recipient will report this vocational service to ILAB as a livelihood service provided by the project.

17. **“Equity”** is the process of ensuring consistent, systematic, fair, and just treatment of, and distribution of benefits and resources to all individuals, including those from marginalized and/or underrepresented groups. To ensure fairness, measures must be taken to compensate for historic, cumulative, and systemic (social, economic, political, and cultural) disadvantages that prevent individuals from operating on a level playing field. Equitable approaches are different from approaches in which resources are distributed equally to all persons or groups regardless of specific circumstances or needs. Equity is the process that needs to be followed to reach the outcome of equality.(71)

18. **“Evaluation”** refers to the systematic collection and analysis of information about the characteristics and outcomes of the program including project conducted under the program, as a basis for making judgements and evaluations regarding the program; improving the program effectiveness; and, informing decisions about current and future programming.

19. **“Evidence”** refers to evaluation findings, performance measurement, data analysis, or other research that provides insights on the effectiveness of the proposed interventions.

20. **“Forced labor”** under international standards (derived from ILO Convention 29) means all work or service which is exacted from any person under the menace of any penalty for its nonperformance and for which the worker does not offer himself voluntarily, and includes indentured labor. According to the 20th International Conference of Labour Statisticians Guidelines, a person is classified as being in forced labor if engaged during a specified reference period in any work that is both under the threat of menace of a penalty and involuntary. Threat

and menace of any penalty are the means of coercion used to impose work on a worker against a person's will. Involuntary work refers to any work taking place without the free and informed consent of the worker. Forced child labor is also a worst form of child labor under ILO Convention 182.

21. **“Gender equality”** is the equal ability to attain and benefit from human rights, freedoms, socially valued goods, opportunities, and resources by all individuals independent of their sex, gender expression, and gender identity. Gender equality is more than parity in numbers and laws on the books. Achieving gender equality means that all individuals—women and girls, men and boys, and gender-diverse individuals—can meaningfully contribute and belong to their societies with dignity.(72)

22. **“Household”** consists of all persons—related family members and all unrelated persons—who occupy a housing unit and have no other usual address. For the purposes of this project a household must include at least one eligible child who is “at high-risk of entering child labor” or “engaged in child labor.”

23. **“Inclusion”** is social, economic, political, and cultural inclusion is the intentional process of positively transforming power dynamics to ensure that diverse individuals and communities from marginalized and/or underrepresented groups are able to take part in their societies. Inclusion can also be an outcome, when all the diverse individuals and communities, including those from marginalized and underrepresented groups, are no longer excluded based on their identities and are meaningfully able to take part in their societies, including in decision-making processes.(73)

24. **“Inclusive development”** is an equitable development approach built on the understanding that every individual and community, of all diverse identities and experiences, is instrumental in the transformation of their own societies. Their engagement throughout the development process leads to better outcomes ([see USAID’s help guide on inclusive development](#)).(74)

25. **“Institutionalization”** is a discriminatory practice against persons with disabilities. It involves de facto denial of the legal capacity of persons with disabilities and constitutes detention and deprivation of liberty based on impairment. It refers to any detention based on disability alone or in conjunction with other grounds such as “care” or “treatment”. Disability-specific detention typically occurs in institutions that include, but are not limited to, social care institutions, psychiatric institutions, long-stay hospitals, nursing homes, secure dementia wards, special boarding schools, rehabilitation centres other than community-based centres, half-way homes, group homes, family-type homes for children, sheltered or protected living homes, forensic psychiatric settings, transit homes, albinism hostels, leprosy colonies and other congregated settings. Mental health settings where a person can be deprived of their liberty for purposes such as observation, care or treatment and/or preventive detention are a form of institutionalization. (75)

26. **“Intersectionality”** is the complex, cumulative way in which the effects of multiple forms of discrimination (such as racism, sexism, classism, ableism, ageism, heterosexism, etc.) combine, overlap, or intersect, especially in the experiences of marginalized or underrepresented individuals or groups.(76)

27. **“Key stakeholders”** for the purpose of this FOA, refer to relevant stakeholders that can promote and improve equity for persons with disabilities, which can include, but are not limited to: worker and employer organizations, service providers, persons with disabilities, legal assistance organizations, educators, international disability networks, parents, community

leaders, national and local policy makers, key opinion leaders, private sector partners, local civil society organizations, regional organizations, government agencies, think tanks, among others.

28. **“Livelihood”** is defined as a means of living, and the capabilities, assets (including both material and social resources, such as, food, potable water, health facilities, educational opportunities, housing, and time for participation in the community), and activities required for it. A livelihood encompasses income, as well as social institutions, gender relations, and property rights required to support and sustain a certain standard of living. It includes access to and benefits derived from social and public services provided by the state, such as education, health services, and other infrastructure. ILAB child and forced labor elimination projects focus on ensuring that households can cope with and recover from stresses and shocks and maintain or enhance present and future capabilities and assets in a way that helps them overcome the need to rely on the labor of their children to meet basic needs.

29. **“Livelihood services”** may include, but are not limited to, the provision or linkage to education and training, employment services, economic strengthening services, improved access to savings and credit, and social capital services. Definitions of livelihood services include, but are not limited to, the following categories:

- **“Livelihood education and training services”** aim to provide adult participants with the basic skills and knowledge necessary to benefit from social services, financial services, and higher education. Education and training services may include the provision or linkage to life skills, leadership training, financial education, and literacy and numeracy programs. Only adults (a legal adult is a person who has attained the age of 18) may be counted in this category as receiving education and training services.
- **“Improved access to savings and credit”** aims to mitigate economic shocks by leveling out the income of participants over time. These services may include village savings and loan programs, micro-insurance, micro-savings, health services, food programs, housing, and initiatives that aim to diversify the income sources of participants. Adults and children may receive these services.
- **“Social capital services”** aim to expand a participant’s connection within and between social networks. Social capital services may include the provision or linkage to support groups and labor sharing arrangements. Adults and children may receive social capital services.
- **“Employment services”** aim to increase employment, job retention, earnings, and occupational skills of participants. Employment services may include the provision or linkage to employment assistance programs, vocational and business training, business start-up packages, occupational safety and health training, micro-franchise programs, job placement, apprenticeships and public works programs. Adults and children of the legal working age may receive employment services.
- **“Economic strengthening services”** aim to increase the economic well-being of participants. Economic strengthening services may include the provision or linkage to micro-credit, productivity transfers, and cooperatives. Adults and children of the legal working age may receive economic strengthening services.
- **“Productivity transfers”** are inputs aimed at improving the productivity and/or efficiency of processes and may include, for example, training, seeds, fertilizers, fuel, and labor-saving technologies.

- **“Cooperatives”** are groups owned and operated by individuals, organizations, or businesses for their mutual benefit. For example, agricultural cooperatives or farmers' cooperatives may provide services, such as training, to individual farming members; pool production resources (land, machinery) so that members can farm together; provide members with inputs for agricultural production, such as seeds, fertilizers, and machinery; and engage in the transformation, distribution, and marketing of farm products.

30. **“Marginalized and/or underrepresented groups”** are groups that are disproportionately excluded from opportunities and systems (e.g., employment, political representation, education, basic services), often due to structural and societal obstacles and historical marginalization. Such groups may include, but are certainly not limited to, women; youth; children in adversity and their families; older persons; persons with disabilities; LGBTQI+ people; persons with disabilities; migrants; Indigenous Peoples and communities; non-dominant religious, racial, and ethnic groups; people of castes traditionally considered lower; people of lower socioeconomic status; and people with unmet mental health needs. (77)

31. **“Monitoring and evaluation”** consists of two basic components —performance monitoring and evaluation— each of which serves distinct purposes. Performance monitoring is the ongoing and systematic tracking of data relating to project activities, outputs, or outcomes and used to determine whether desired results are occurring and whether implementation is on track. Monitoring often relies on indicators, quantifiable measures of a characteristic or condition of people, institutions, systems or processes that may change over time. Evaluation is the systematic collection and analysis of information about the characteristics and outcomes of programs and projects as a basis for assessment of program effectiveness, overall performance, and/or to inform decisions about current and future programming.

32. **“Nothing About Us Without Us”**, also referred to as “Nothing Without Us”, is the meaningful engagement of stakeholders in all aspects and stages of the decision-making, implementation, and evaluations processes of programming or actions. Originally coined as “nothing about us without us” by disability rights activists in the 1990s, over time disability rights advocates, such as former Special Rapporteur on the Rights of Persons with Disabilities Catalina Devandas Aguilar, started shifting usage to “nothing without us.” At the 2022 Global Disability Summit, disability advocates called for a change to “nothing without us,” in recognition that any issue affecting humanity is necessarily of relevance to persons with disabilities. (78)

33. **“Occupational safety and health”** encompasses issues related to safe and healthy working environments and efforts to prevent workers from occupational injuries, diseases, and deaths.

34. **“Organizations of Persons with Disabilities (OPDs)”**, also known as Disabled Persons’ Organizations (DPOs), are civil society organizations run by and for persons with disabilities. Such representative organizations are distinguishable in their staffing and governance structures from organizations that may focus on disability but may not be majority controlled by persons with disabilities. (79)

35. **“Outcome”** is defined as the higher-level results or effects achieved by project activities, typically in the medium-term or long-term timeframe of the project.

36. **“Output”** is defined as the direct result of a project activity, or the goods or services produced by the implementation of an activity.

37. “**Participants**” are children and households that have been provided with direct educational and livelihood services.
38. “**Programs**” represent a group of projects managed together in order to gain efficiencies on cost, time, technology, etc. ILAB manages foreign assistance projects through two offices: (1) the Office of Child Labor, Forced Labor and Human Trafficking; and (2) the Office of Trade and Labor Affairs. Project-level evaluation results are used to inform other projects within these programs.
39. “**Project**” is defined as a set of complementary activities, over an established timeline and budget, intended to achieve a discrete result. In ILAB, foreign assistance projects are typically carried out through cooperative agreements. ILAB’s MPGs state that monitoring and evaluation requirements apply at the project level.
40. “**Project objective**” is defined as the highest-level result that the project intends to achieve.
41. “**Public International Organization (PIO)**” is defined by the International Organizations Immunities Act, 22 U.S.C. § 288, et seq. PIO also is defined by 2 CFR 200.1 as an organization entitled to enjoy privileges, exemptions, and immunities as an international organization under the International Organization Immunities Act (22 U.S.C. 288-288f).
42. “**Reasonable accommodations**” According to the CRPD, Article 2, this refers to necessary and appropriate modification and adjustments not imposing a disproportionate or undue burden, where needed in a particular case, to ensure to persons with disabilities the enjoyment or exercise on an equal basis with others of all human rights and fundamental freedoms.^[i] Under Title I of the Americans with Disabilities Act (ADA), a reasonable accommodation is a modification or adjustment to a job, the work environment, or the way things are usually done during the hiring process. These modifications enable an individual with a disability to have an equal opportunity not only to get a job, but successfully perform their job tasks to the same extent as people without disabilities. The ADA requires reasonable accommodations as they relate to three aspects of employment: 1) ensuring equal opportunity in the application process; 2) enabling a qualified individual with a disability to perform the essential functions of a job; and 3) making it possible for an employee with a disability to enjoy equal benefits and privileges of employment. (80)(81)
43. “**Subrecipient**” means a non-federal entity that receives a subaward from a pass-through entity to carry out part of a federal program; but does not include an individual that is a beneficiary of such program. A subrecipient may also be a recipient of other federal awards directly from a federal awarding agency.
44. “**Supply chain**” is the chain that comprises all organizations and individuals involved in producing, processing, trading, transporting and/or distributing a product or commodity from its point of origin to the company and/or to the final retailer.
45. “**Sustainable interventions**”, for the purpose of this FOA, refer to activities or impact that can be sustained after the project ends.
46. “**Sustainability**” is achieved when outcomes and impacts (and sometimes activities) are maintained or even expanded after a project withdraws its resources through the exit process. A sustainability strategy should represent all the elements of project design that take sustainability into account and should increase the likelihood that project outcomes and impacts and (where relevant) activities continue. For the purpose of this FOA, a sustainability strategy is inclusive of an exit strategy which is an explicit plan guiding the process of withdrawing resources and support from beneficiary communities. Sustainability plans are based on assumptions (which

may be implicit or explicit) about mechanisms by which project activities and benefits will be sustained; the validity of these assumptions is a determinant of the success of a sustainability plan.

47. “**Universal design**” means the design of products, environments, programs and services to be usable by all people, to the greatest extent possible, without the need for adaptation or specialized design. “Universal design” does not exclude provision of assistive devices for particular groups of persons with disabilities where this is needed.(82)

48. “**Youth**” are individuals between the ages of 15 and 30 for the purposes of this announcement.

49. “**Worker rights**” for the purpose of this FOA, refer to rights stipulated under CRPD Article 27-Work and Employment. Article 27 indicates that state parties are to “recognize the right of persons with disabilities to work on an equal basis with others; this includes the right to the opportunity to gain a living by work freely chosen or accepted in a labor market and work environment that is open, inclusive and accessible to persons with disabilities. States Parties shall safeguard and promote the realization of the right to work, including for those who acquire a disability during the course of employment, by taking appropriate by taking appropriate steps, including through legislation.”(83) For more details on Article 27: please see the following link: <https://www.ohchr.org/en/instruments-mechanisms/instruments/convention-rights-persons-disabilities>.

APPENDIX C: Relevant Grant and/or Contract Experience

Name of Applicant/ Subrecipient	Agency/ Donor/ Organization	Agency/ Donor/ Contact Information (Name, telephone, fax, e-mail)	Name of the Project and Instrument Number	Funding Amount (in \$)	Country of Implementation and Period of Performance	Key Accomplishments and Outcomes	Description of how this reference relates to the objective and outcomes of this FOA

APPENDIX D: Requirements for Application Submission

Only the requirements that are checked are applicable to this FOA.

Requirements	FOA Reference	Applicant	Proposed Subrecipient (providing services related to project interventions)
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Technical Proposal	Section IV.B.1.	√	√
Cost Proposal - Budget Narrative	Section IV.B.2.	√	√
Cost Proposal - Budget Summary and Line-Item Budgets	Section IV.B.2.	√	√
Relevant Grant and/or Contract Experience	Section IV.B.1.d.(1). Appendix C	√	√
Documentation of Host Country Presence	Section IV.B.1.d.(2).	√	√
SAM Registration	Section IV.B.2.a.	√	√
SF-424	Section IV.B.2.c.	√	√
SF-424A	Section IV.B.2.d.	√	√
Indirect Cost Supporting Documentation	Section IV.B.2.f.	√	√

APPENDIX E: Past Performance Questionnaire

Funding Opportunity Announcement number: FOA-ILAB-24-30

Applicant organization name (and proposed sub's name if applicable):

Past performance reviewer's name, title, organization:

Past Performance Review Sheet

Please mark (X) the rating you feel is most appropriate for each factor listed below. Please provide additional explanation as appropriate on the following page. In particular, please provide a brief explanation for any ratings of Unacceptable, Poor, or Exceptional:

	Unacceptable	Poor	Acceptable	Strong	Exceptional	Not Applicable
1. The Applicant's demonstrated ability to meet its project outcomes, in particular related to increasing responsiveness of Cambodian Organizations of Persons with Disabilities and their key stakeholders to labor exploitation and barriers that						

impede access to decent work.						
2. The Applicant's demonstrated experience in working with local OPDs/persons with disabilities and their key stakeholders to increase responsiveness to labor exploitation and barriers that impede access to decent work.						
3. The quality and timeliness of Applicant's submitted grant, cooperative agreement, and/or contract deliverables.						
4. The responsiveness of the Applicant and its staff to your organization/agency, including the quality and timeliness of communications about such deliverables.						
5. The performance of the Applicant's key personnel on projects, including whether the Applicant has a history of replacing key personnel with similarly qualified staff, and the timeliness of						

replacing key personnel.						
6. The Applicant's demonstrated ability to manage the financial aspects of the project, including budget expenditures and burn rates, as well as financial requirements and controls						
Definitions of rating levels: Unacceptable - Performance did not meet minimal expectations (even after repeated comments from your organization), including in terms of quality and/or timeliness. Poor - Performance was weak (e.g., work required significant revision or repeated comments from your organization), but in the end did meet minimal expectations, including in terms of quality and/or timeliness. Acceptable - Performance met but did not exceed expectations (e.g., work required a normal level of revision or comments by your organization), including in terms of quality and/or timeliness. Strong - Performance exceeded expectations (e.g., work required minor revision or comments from your organization), including in terms of quality and/or timeliness. Exceptional - Performance far exceeded expectations (e.g., work required almost no revision or comments from your organization; work products were particularly innovative; organization was among the best performers based on your experience), including in terms of quality and/or timeliness. Not Applicable - You have no experience with the organization on this issue and are unable to rate it.						

Explanation of rating levels:

Factor 1:

Factor 2:

Factor 3:

Factor 4:

Factor 5:

Factor 6:

Would you have any reservations about soliciting this grantee in the future or having them perform a critical or demanding program?

APPENDIX F: List of Common Outcome Domains and Standard Indicators

Indicator	Project Type
C1. Number (#) of countries with increased capacity to address child labor, forced labor, trafficking in persons, or other violations of workers' rights	Most Recipients
E1. Number (#) of children engaged in or at high risk of entering child labor provided an education or training service	Recipients providing education services
E2. Number (#) of children engaged in or at high risk of entering child labor provided formal education services	Recipients providing education services
E3. Number (#) of children engaged in or at high risk of entering child labor provided non-formal educational services	Recipients providing education services
E4. Number (#) of children engaged in or at high risk of entering in child labor provided vocational training services	Recipients providing education services
L1. Number of <u>households</u> receiving livelihood services	Recipients providing livelihood services
L2. Number (#) of <u>adults</u> provided employment services	Recipients providing livelihood services
L3. Number (#) of <u>children</u> provided employment services	Recipients providing livelihood services
L4. Number (#) of <u>adults</u> provided economic strengthening services	Recipients providing livelihood services
L5. Number (#) of <u>adults</u> provided other livelihood services	Recipients providing livelihood services
L6. Number (#) of <u>individuals</u> provided with a livelihood service	Recipients providing livelihood services
OS. Number (#) of individuals engaged in or at high risk of entering child labor or forced labor, or who have experienced other violations of workers' rights, provided with services other than education or livelihood services to address child labor, forced labor, or other labor abuses	Recipients providing services other than livelihood, or education or training services
T1. Number (#) of individuals provided with training or other support to improve enforcement of, or compliance with child labor, forced labor, or other worker rights laws or policies.	Recipients providing trainings in response to capacity-building needs
T2. Number (#) of educators trained	Recipients providing trainings to educators in response to capacity-building needs
POC1. Percentage (%) of direct service participant children engaged in child labor	Recipients providing services to children

Indicator	Project Type
a. POC2. Percentage of direct service participant children engaged in hazardous child labor b. POC3. Percentage of direct service participant children engaged in other worst forms of child labor	(livelihood, education, or other services)
POC4. Percentage (%) of direct service participant children who regularly attend school	Recipients providing direct services to children (livelihood, education, or other services)
CR. Percentage (%) of vocational or other employment-related training participants who complete their program	Recipients providing direct education services
POH1. Percentage (%) of livelihood service participant households with at least one child engaged in child labor a. POH2. Percentage of livelihood service participant households with at least one child engaged in hazardous child labor b. POH3. Percentage of livelihood service participant households with at least one child engaged in other worst forms of child labor	Recipients providing direct livelihood services
POH4. Percentage (%) of livelihood service participant households with all children of compulsory school age regularly attending school	Recipients providing direct livelihood services

APPENDIX G: Sustainability Strategy Template

Outcome[†]	Relevant Sustainability Process or Project Element	Stakeholder(s) to Engage	Timeframe(s)^{††}	Resources Required^{†††}

[†] Please note that applicants are not expected to propose sustainability processes or elements for every outcome. Include only outcomes for which there is/are applicable sustainability process(es) or project element(s) as presented in the overall project strategy.

^{††} Please clarify when a process or a project element related to sustainability will start and for how long it will continue.

††† Please clearly indicate what resources (monetary, human resources, and others) are needed to carry out a sustainability process successfully. These should be fully reflected in the proposal budget.

ENDNOTES

1. See key stakeholders definition.
2. Decent work includes the protection of the right of persons with disabilities to work as stipulated by the Convention on the Rights of Persons with Disabilities, Article 27-Work and Employment. More details can be found under the decent work and worker rights definitions.
3. Additional Help for ADS 201. USAID.
4. DRL FY21 Strengthening Disability Inclusive Governance.
5. “Nothing Without Us: USAID Draft Disability Policy,
<https://www.usaid.gov/sites/default/files/2023-11/Unified-Disability-Policy-DRAFT-7.pdf>
6. Disability Inclusive Development 102 Mainstreaming Disability Across the Program Cycle and Beyond, Programming Toolkit, USAID, June 2018.
7. United Nations Convention on the Rights of Persons with Disabilities. See: [Convention on the Rights of Persons with Disabilities \(CRPD\) | Division for Inclusive Social Development \(DISD\) \(un.org\)](#)
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9. USAID Draft Disability Policy.
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12. Kingdom of Cambodia, National Plan of Action for Persons with Disabilities, including Landmine/ERW Survivors 2008-2011; Final Version November 2008.
13. Cambodia Demographic and Health Survey 2021–22, National Institute of Statistics, March 2023.
14. Please note that this estimate is based on a definition of disability derived from the 2019 General Population Census. Estimates concerning the number of Cambodians with disabilities vary widely among sources due to differing definitions and a lack of comprehensive data. Kingdom of Cambodia, National Plan of Action for Persons with Disabilities, including Landmine/ERW Survivors 2008-2011; Final Version November 2008.
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28. The Children Working in Cambodia's Brick Kilns, Alexandra Field, CNN, July 27, 2017, [The children working in Cambodia's brick kilns | CNN](#)
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30. Disabled Families: The Impacts of Disability and Care on Family Labor and Poverty in Rural Guatemala, Shaun Grech, The Critical Institute, November 8, 2018.
31. Currently the Government is in the process of revising the existing Law on Protection and Promotions of the Rights of Persons with Disabilities. The aim of this revision is to eliminate discrimination of persons with disabilities (GPCC 2019).
32. Building inclusive communities for, with and by persons with disabilities in Cambodia.
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34. Rapid Assessment on Inclusion Environment of Persons with Disabilities in Selected Garment Factories in Cambodia, ADD International Cambodia and CARE International Cambodia, prepared by Carol Strickler and Pou Sovann, Consultant Team Phnom Penh, Cambodia May 2022.
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Signed 07/22/2024, in Washington, D.C. by:

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