

ANNOUNCEMENT

CALL FOR LOCALLY LED DEVELOPMENT CONCEPTS FOR USAID/NEPAL'S LOCAL WORKS ADDENDUM

Mission GLASS Action 72036723APS00001

LOCALLY LED DEVELOPMENT ANNUAL PROGRAM STATEMENT APS No.: 7200AA19APS00007/ADDENDUM #20

APPLICANTS - PLEASE NOTE: This is an addendum to an existing announcement. All interested organizations must carefully review both this addendum AND the full announcement, which can be found here:
<https://www.grants.gov/web/grants/view-opportunity.html?opId=314757>
Important information contained in the full worldwide announcement is not repeated in this specific addendum.

This program is authorized in accordance with the Foreign Assistance Act of 1961, as amended.

Through this Addendum to the Locally Led Development Annual Program Statement (APS) No. 7200AA19APS00007 USAID/Nepal is making a special call to local actors for the submission of concepts focused on empowering marginalized and vulnerable populations in Nepal. **The deadline for concept submissions is Tuesday, October 3, 2023 at 5 p.m. Nepal Time.**

Questions: Please send your questions about this solicitation to us by no later than **Friday, August 11, 2023 at 5 p.m. Nepal Time** to pdongol@usaid.gov and rbertholon@usaid.gov.

Pre-Application Conferences: USAID will hold information sessions (pre-application conference) in Nepali language for all interested potential applicants to provide an overview and answer questions that were received by Friday, August 11, 2023 on:

- Monday, August 21, 2023 in Biratnagar,
- Tuesday, August 22, 2023 in a Virtual Session, and
- Friday, August 25, 2023 in Nepalgunj.

All interested participants are requested to register for the pre-application conference by **Wednesday, August 16, 2023 at 5 p.m. Nepal Time** by sending an email to pdongol@usaid.gov

and psilwal@usaid.gov. USAID will provide further information about the pre-application conference upon receiving your email, including time and location. Pre-application notes, including answers to questions, will be posted as an amendment to this Addendum on www.grants.gov.

USAID/Nepal plans to partner with local organizations to address Nepal's long-standing disparities across gender, caste, ethnicity, and other social dimensions in ten municipalities. USAID/Nepal also plans to partner with local organizations that directly engage with marginalized and vulnerable populations, including removing barriers for women, youth and marginalized and/or historically disadvantaged groups, which may include Dalits, Madhesi Other Caste, Tarai Janajatis, and Muslims. USAID/Nepal also prioritizes partnership with civil society, the private sector, local governments, and other relevant local actors to co-design and implement solutions. Local organizations should propose solutions that address the priorities of marginalized and vulnerable communities to improve resilience to poverty backsliding, while also strengthening existing local networks.

The total maximum anticipated funding amount from USAID/Nepal is \$6 million. Multiple fixed amount awards and/or cooperative agreements may be issued not exceeding \$2 million per award. The proposed period of performance of each activity is from two to five years. Priority will be placed on supporting the most promising approaches to achieving the objectives described in this Addendum.

The Locally Led Development APS and this addendum have been translated into Nepali (see attachments section). If there are discrepancies between the English language version and the local language version of either document, the English language version will control.

Unless otherwise stated herein, all terms and conditions of the Locally Led Development APS apply (<https://www.grants.gov/web/grants/view-opportunity.html?oppld=314757>).

Section 1: Background

In Nepal, gender, caste and ethnic disparities leave women and historically marginalized populations vulnerable and less likely to recover from shocks and stresses due to limited social capital and limited power to determine which services are prioritized and delivered from the government, the private sector, or other development actors.

While nearly 40 percent of Nepal's population is considered to be marginalized (ref. State of Social Inclusion in Nepal - Central Department of Anthropology, Tribhuvan Uni. 2018 available here: <http://anthropologytu.edu.np/wp-content/uploads/2020/12/SUMMARY-State-of-Social-In>

[clusion-in-Nepal_Caste-Ethnicity-and-Gender_Evidence-from-NSIS-2018.pdf](#)), each community's unique marginalization and risk profile demands tailored, integrated approaches. USAID conducted "an assessment of marginalization and vulnerability" across municipalities in Nepal, leading to selection of 10 focus municipalities. The study can be found in the attachments section. In 2022, USAID/Nepal conducted a "Listening Exercise" to hear from 10 marginalized communities all across Nepal. The full study can be found in the attachments section.

USAID/Nepal prioritizes Gender Equality and Social Inclusion (GESI) across all programming and identifies inclusion as a main pillar of USAID/Nepal's Country Development Cooperation Strategy (CDCS 2020-2025). The CDCS may be found here: <https://www.usaid.gov/nepal/cdcs>.

USAID's Local Works program empowers local actors to identify and solve their own development challenges. USAID/Nepal will fund organizations to conduct activities that enable these local actors to achieve and sustain demonstrable results for Nepal's marginalized populations. There is not a requirement to focus on a specific sector, but to ensure that the activity is defined and led by Nepal's marginalized and vulnerable groups in areas identified in this announcement.

Section 2: Objectives

USAID plans to fund activities that are identified by vulnerable and marginalized groups in the geographic clusters listed in Section 3 to achieve economic growth and improved livelihoods. Specifically, USAID will facilitate co-creation of solutions to development challenges that draw on local resources and ideas, address issues across sectors, and meet immediate needs of marginalized and vulnerable communities, while also building sustainable networks that can continue meeting needs past the end of this activity.

Objective 1: Co-create a locally led development plan that empowers marginalized communities in target areas that meets their needs.

The Recipient must expand upon their own understanding of the development needs and solutions of marginalized communities, as well as those identified in USAID's "Listening Exercise" report (see attachment). To do so, Objective 1 involves co-creating a locally led development plan with the people in targeted geographic regions by engaging the marginalized and vulnerable populations directly to identify their goals, barriers, and potential solutions to address through an activity. This approach should also engage key stakeholders in the community, including local governments, civil society, the private sector, and USAID.

Objective 2: Collaboratively execute the locally led development plan to sustainably improve the lives of targeted populations.

Objective 2 involves putting into action the locally led development plan created in Objective 1 in a collaborative manner. The Recipient will implement the development interventions of the plan with the targeted communities. The interventions should include supporting the communities to lead efforts themselves. Likewise, an intervention could include supporting local governments, civil society or the private sector to help these communities meet their needs. Some illustrative interventions previously identified by communities include: livelihood/income generation and diversification; empowering marginalized groups; improving gender equity; improving power balances; building resilience to disasters, climate change, and economic shocks; improving governance, including that of shared resources; and facilitating better market functionality. It is expected that the list of interventions, and perhaps even broader areas of need, will require adjustment and be adapted to meet the ever changing, diverse operating environment in Nepal.

Objective 2 also includes continued listening to the communities and adapting the locally led development plan to their needs throughout the award. To accomplish Objective 2, the Recipient will establish trust in the communities and serve as facilitators so the interventions are locally owned. Additionally, Objective 2 may require the Recipient to acquire the technical or administrative skills necessary to address the needs identified by the communities.

Objective 3: Contribute to the pool of development practitioner learning.

USAID values learning from its Local Works programs, including successes and failures. Knowledge generated by local organizations undertaking locally led solutions will help the Recipient evolve its approach throughout the award and may influence the direction of U.S. foreign assistance for years to come. To achieve Objective 3, it is important for the Recipient to develop and execute a strong learning plan that is both useful for the activity's own management and adaptation, as well as valuable for future USAID programming to local entities.

Cross-Cutting Components and Considerations

The Recipient must implement an approach and possess a staffing plan that gives consideration to the following:

1. **Diversity, equity, inclusion and accessibility (DEIA) principles:** USAID/Nepal's working definition of DEIA: "Diversity is the practice of including many communities, identities, races, ethnicities, backgrounds, abilities, cultures and beliefs. Equity is the consistent and systematic, fair, just and impartial treatment of all individuals. Inclusion is the

recognition, appreciation, and use of the talents and skills of employees of all backgrounds. Accessibility is the design, construction, development and maintenance of facilities, information and communication technology, programs and services so that all people, including people with disabilities, can fully and independently use them.”

2. **Federalism, Inclusion, Resilience:** USAID/Nepal’s CDCS recognizes federalism, inclusion, and resilience as underlying development challenges that are critical to address in our strategic approach. All activities across USAID’s portfolio will integrate these themes to ensure that USAID’s programmatic response adequately accounts for these factors that are crucial to successfully addressing Nepal’s development challenges.

USAID will not fund construction activities. Construction is defined as: construction, alteration, repair, improvement, renovation, or repair of: roads, buildings, bridges, water treatment facilities and vertical structures or other real property.

Local actors are not required to propose a fully designed activity for this addendum -- a concept that suggests a process to identify and then act on solutions from the local context is fully within the intent of the Locally Led Development APS.

Section 3: Place of Performance

USAID is seeking approaches in which Recipients work in at least one geographic cluster, including specific municipalities in that cluster, as outlined below. Recipients may work in additional municipalities beyond the required ones for each geographic cluster. Recipients may also work in more than one geographic cluster.

Far Western cluster	Western Cluster	Central Cluster	Eastern Cluster
1. Kamalbajar Municipality (Achham) 2. Chhayanth Municipality (Mugu)	3. Rajpur Rural Municipality (Dang) 4. Resunga Municipality (Gulmi)	5. Mahankal Municipality (Lalitpur) 6. Madhya Nepal Municipality (Lamjung)	7. Chulachuli Rural Municipality (Ilam) 8. Sunwarshi Rural Municipality (Morang) 9. Khadak Rural Municipality (Saptari) 10. Kaudena Rural Municipality (Sarlahi)

Section 4: Eligibility Criteria

USAID welcomes concepts from a wide variety of local actors who bring an understanding of the development challenges facing their communities, countries, or regions or who demonstrate a way to determine local priorities in their approach. Eligible applicants:

1. Must be local entities in Nepal. When determining if an entity is a “local entity” for the purposes of this APS, USAID will consider:
 - a. Whether the entity is legally organized under the laws of Nepal;
 - b. Whether the entity has its principal place of business or operations in Nepal;
 - c. Whether the entity is majority owned and controlled by individuals who are citizens or lawful permanent residents of Nepal; and
 - d. Whether the entity is managed by a governing body, the majority of whom are citizens or lawful permanent residents of Nepal.
2. Cannot have received more than \$5 million in direct funding (as a prime awardee) from USAID in the previous five fiscal years.
3. Cannot be a U.S.-based organization. U.S.-based organizations are not eligible as prime awardees under this APS.

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

Section 5: Locally Led Development Approaches

Applicants are encouraged to incorporate one or more of the following approaches in submissions, or propose a different approach(es) that reflects the Applicant’s own locally led development learning goals.

1. **Mechanisms** that improve the flow of information among the applicant and its own constituents, partners, and USAID to strengthen accountability **to** local constituents for achieving and sustaining results.
2. **Participatory analytical approaches**, which may provide a better understanding of the complex environments in which the program will operate.
3. **Participatory decision-making**, which includes locally led priority-setting, collaborative design, and other means of shifting decision-making power and control to local actors, including people who have traditionally been marginalized, such as women, youth, religious and ethnic minorities, LGBTQI+, and gender diverse people, ensuring inclusive local leadership.

4. **Mobilizing local resources**, which includes local philanthropy; partnerships that leverage resources from the local private sector, faith-based organizations, government, civil society, and academia; and other sources of local skills and finances to replace those of international donors.
5. **Strengthening local networks**, which may include understanding and supporting existing and emerging networks of local actors, supporting the work of local organizations, market facilitation, collective action, collective impact, and other demand-driven approaches to connecting local needs with local resources.
6. **Locally/community-led approaches to design, monitoring, evaluation, and learning** that prioritize local/community definitions of success and enhance local actors' role in managing and using data and learning related to development solutions, the development process, and the sustainability of results achieved.
7. **Strengthening local capacity**, which includes strengthening the role of local institutions and actors to sustain development outcomes with an eye toward ending the need for foreign assistance.
8. **Adapting and problem solving in non-permissive environments**, where uncertainty, instability, inaccessibility, or insecurity constrain the ability to operate safely and effectively. This may include environments such as those affected by natural disasters, inaccessible physical geographies, active conflict, corruption, closing political spaces, criminality, and pandemics, where local approaches are essential for long-term resilience and sustainability.

For further information on USAID's Locally Led Development Initiatives and locally led approaches, please visit the [Local, Faith, and Transformative Partnerships Hub website](https://www.usaid.gov/local-faith-and-transformative-partnerships) found here: <https://www.usaid.gov/local-faith-and-transformative-partnerships>.

Section 6: Local Resources

The available resources are expected to minimize gaps rather than address all the needs of the marginalized and vulnerable. Therefore, Applicants must clearly identify linkages with other support from external stakeholders, including the Government of Nepal. Further, USAID/Nepal encourages coordination, partnerships, collaboration, and integration with other programs to leverage resources, avoid duplication, and build synergy. The Applicant is also encouraged to take into account the documents referenced in Section 1: Background and linked in the attachments section.

Note that should Applicants proceed to the Full Application phase of the solicitation process, Applicants are encouraged to consider Cost Share for Cooperative Agreements or Leverage for Fixed Amount Award grants. **Discussion of Cost Share and Leverage is not requested at the**

concept phase. For more information on the difference between cost share and leverage, please visit the following link:
<https://www.usaid.gov/india/partner-resources/infographic-cost-share-program-income-leverage>.

Section 7: Budget Considerations

As part of concept submissions, Applicants must propose a total value in U.S. Dollars of the effort that reasonably reflects their existing resources and capacity to grow in a sustainable way (sometimes referred to as “absorptive capacity”).

As stated in its [Local Capacity Strengthening Policy](https://www.usaid.gov/policy/local-capacity-strengthening) (found here: <https://www.usaid.gov/policy/local-capacity-strengthening>), USAID must consider the potentially disruptive role that foreign assistance plays in local systems and support these systems to eventually move beyond the need for international donor funding. It is not USAID’s intention to temporarily flood a local organization with funding, artificially expanding its size beyond what can reasonably be supported through local resources after an award ends.

Section 8: Merit Review Criteria

Concepts meeting the eligibility criteria (see Section 3, Eligibility Criteria) will be evaluated based on the merit review criteria below. While merit criteria are very important, cost considerations may also be a factor for award. The U.S. Government is not obligated to make an award on the basis of lowest proposed cost or to the Applicant with the highest merit review score.

A. Locally Led Development

The Applicant demonstrates a strong understanding of the local context and priorities and is transparent, accountable, and responsive to the people they serve. The proposed approach and any teaming arrangements effectively shift priority-setting and decision-making power to diverse local actors, including people who have traditionally been marginalized, such as women, youth, religious and ethnic minorities, LGBTQI+, and gender diverse people. The Applicant demonstrates a strong commitment to learning that advances the practice of locally led development for themselves, their constituents, and the wider development community. USAID’s investment in this work is expected to strengthen the capacity of local organizations, networks, and/or communities to deliver results beyond the end of the funded activities.

B. Convening Actors for Action

The Applicant demonstrates a clear approach to engaging different stakeholders and meaningfully explains how their approach will lead into developing feasible action plans that prioritize vulnerable populations' goals in the targeted areas.

Section 9: Submission Instructions

Recipients are not required to propose a fully designed activity for this addendum -- a concept that suggests a process to identify and then act on solutions from the local context is fully within the intent of the Locally Led Development APS.

Concept Papers (Concepts) are to be sent to USAID/Nepal to Robyn Bertholon, Agreement Officer, at rbertholon@usaid.gov or Pramila Dongol, Acquisition and Assistance Specialist, at pdongol@usaid.gov. Concepts must be submitted by **Tuesday, October 3, 2023** at 5 p.m. Nepal Time to be considered.

Concepts must be submitted in accordance with the below:

- Paper Size:
 - Letter or American National Standards Institute (ANSI) Letter (i.e., 8.5 by 11.0 inches or 215.9 millimeters (mm) by 279.4 mm); or
 - A4 (i.e., 8.27 inches × 11.7 inches or 210mm × 297 mm)
- Type Size: 12-point font
- Font Style: Calibri
- Spacing: Single-spaced
- Margins: One-inch (25.4 mm) top, bottom, left, and right
- Page Limitation: **Not to exceed three (3) pages.** USAID will not consider any pages that exceed the prescribed page limitation.

Concepts must be submitted in English or Nepali. Note that organizations whose concept is rated highly will be invited to submit a full application, which must be in English.

Applicants must include at least one target geographic cluster in their application, and include coverage for the specific municipalities listed in that cluster in Section 3, Place of Performance. Applicants may include additional municipalities beyond the required ones for each geographic cluster and may work in more than one geographic cluster.

Based on knowledge the Applicant already possesses, or knowledge through other sources, the Applicant must provide in the Concept at least three overarching development targets, which

may include, for example, the numbers of households that benefit from the program. USAID may incorporate these targets into an eventual award.

Applicants must provide the following information in concept submissions:

A. SUMMARY INFORMATION

A. Name and contact information of the Applicant

B. Organization type and country of legal registration

C. Statement that the Applicant is a “local entity” per the definition in Section 3, Eligibility Criteria.

D. Statement that the Applicant has not received more than \$5 million in funding from USAID in the previous five fiscal years as a prime recipient.

E. Title of proposed activity

F. Location of proposed activity

G. Name, contact information, and country of legal registration for other partner organizations collaborating on concept (if any)

H. Overall objective and locally led development approach of activity. Summary of proposed development targets. (at least 2-3 sentences)

I. Brief description of the approach to local resources included in the proposed activity, if applicable (1-2 sentences)

J. Amount of funding requested from USAID \$ _____

K. Explanation of how the requested funding amount reasonably reflects the organization’s existing resources and capacity to grow in a sustainable way. (Consider: your organizations’ current budget, existing human resources, whether/how you’d like your organization to grow over the next several years, and what local resources are available to support your growth after USAID funding ends). (2-3 sentences)

B. NARRATIVE DESCRIPTION

Successful narrative descriptions will include a clear and logical overview of the applicant's proposed technical approach. They will include discussion of the components below. Please note that each component aligns with a specific merit review criteria in Section 8, Merit Review Criteria.

A. Locally Led Development:

- What are the local challenge(s) that this concept addresses? How do local people experience the challenge(s), and what is important to them? How do you know?
- How will you enable diverse local actors, including marginalized people and any partners, to lead priority-setting and decision-making?
- What is your approach to learning? How will you share what you learn? With whom?
- How will you strengthen the capacity of local organizations, networks, and/or communities to deliver results beyond the end of the funded activities?

B. Convening Actors for Action

- What is your plan for identifying relevant actors within each specific municipality, bringing them together to discuss solutions and plan actions, and generating local buy-in for these actions?
- How will you ensure that you prioritize the needs and solutions raised directly by vulnerable and marginalized communities, while also engaging all relevant actors who may or may not be members of those vulnerable and marginalized groups?

Section 10: Selection Process and Co-Creation

USAID/Nepal is responsible for the selection process and management of any awards issued under this Addendum. USAID/Nepal will confirm receipt of the concept.

USAID/Nepal will use the following selection process:

- Conduct an initial review of the concept paper using the criteria outlined in the Merit Review Criteria in Section 7 of this Addendum.
 - Employ a red light/yellow light/green light selection methodology. The definitions of this system are as follows:
 - “Red light” - The application contains many weaknesses and few or no strengths.
 - “Yellow light” - The application contains some weaknesses and some strengths.
 - “Green light” - The application contains many strengths and few or no weaknesses.

Concepts will be assessed according to the following merit review criteria:

Criteria	Criteria Name	Relative order of importance
Criterion 1	Locally Led Development	Most Important
Criterion 2	Convening Actors for Action	Second Most Important

If selected to co-create an activity with USAID/Nepal, the Applicant will be contacted by the USAID/Nepal Agreement Officer (AO) and given instructions for the co-creation period and pre-award requirements. Applicants not selected to advance will also be notified. Note that those Concepts that receive a “Green” rating will likely be invited to further co-create with USAID, while those that receive a “Yellow” rating may be contacted in the future to further co-create with USAID. Concepts that receive a “Red” rating will not be considered for an award. Prior to award, USAID/Nepal and the Applicant must have significant interaction in-person, via phone, and/or electronically to co-create the activity. USAID/Nepal anticipates that the co-creation process will last approximately three months.

Section 9, Federal Award Information of the Locally Led Development APS includes the requirements that an applicant must meet if they are requested to co-create an activity and receive an award from USAID. Please note that **these requirements do not have to be met in order to submit a concept under the APS.**

Section 11: Sharing of Concepts

If USAID identifies opportunities to strengthen or fund a concept or application by connecting it with other USAID mechanisms, other potential funders, and/or external partners, USAID may make that concept or application available internally or externally for up to one year for appropriate consideration.

Section 12: Questions and Further Assistance

Questions regarding this addendum may be directed to Robyn Bertholon at rbertholon@usaid.gov and Pramila Dongol at pdongol@usaid.gov. Before submitting a concept, applicants are encouraged to read through USAID's resources for organizations seeking funding and partnership opportunities, including [How to Work with USAID](#) and workwithusaid.org.

For additional information on the Locally Led Development APS objectives and requirements, please refer to the Locally Led Development APS, which can be found at the following website: <https://www.grants.gov/web/grants/view-opportunity.html?oppld=314757>

Attachments Section

1. Attachment 1: Locally Led Development APS - Nepali Language Version
2. Attachment 2: USAID/Nepal Addendum - Nepali Language Version
3. Attachment 3: Analysis of Vulnerability and Marginalization Risks in Nepal (Desk Study)
4. Attachment 4: Listening Exercise to Advance Locally Led Development
 - a. https://pdf.usaid.gov/pdf_docs/PA00ZRFK.pdf
5. Attachment 5: USAID/Nepal Country Development Cooperation Strategy
 - a. <https://www.usaid.gov/nepal/cdcs>