



USAID | **NEPAL**
FROM THE AMERICAN PEOPLE

DATE: September 8, 2023

SUBJECT: **Amendment Number 01**, Addendum to the Annual Program Statement (APS) No. 7200AA19APS00007

REFERENCE: USAID/Nepal's Local Works Addendum

Dear Prospective Applicants:

The purpose of Amendment Number 01 is to provide answers to questions raised by prospective applicants.

The length of this amendment is 16 pages, including this cover page.

This amendment does not obligate USAID to execute an award, nor does it commit USAID to pay any costs incurred in the preparation and submission of applications. Furthermore the U. S. Government reserves the right to reject any and all applications, if such action is considered to be in the best interest of the U. S. Government. All other terms and conditions of the Addendum remain unchanged

Sincerely,

/RB/

Robyn Bertholon
Agreement Officer

QUESTIONS AND ANSWERS

Section 1: Background

N/A

Section 2: Objectives

1. The announcement emphasizes the importance of diversity, equity, inclusion, and accessibility (DEIA) principles. Could you please elaborate on how these principles will be integrated into the program's implementation? How will the incorporation of DEIA principles influence the way we design and carry out the proposed activities?

USAID Response: As stated on page 4 of the APS Addendum, "The Recipient must implement an approach and possess a staffing plan that gives consideration to..DEIA." It is incumbent upon Applicants to propose a Concept Paper that addresses how they will consider DEIA.

2. Is it possible to create an environment for financial transparency and long-term business if a large firm can be created and transferred from the project, country, state, local level?

USAID Response: You are encouraged to develop a concept that meets the requirements of the APS Addendum as stated in Section 2: Objectives provides the information on the activities, "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." Applicants may 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 attached to the APS Addendum.

3. The efforts of development agencies and the government institutions of introducing the concept of locally led development can be a strategy to institutionalize the DEIA principle and the participatory approach to help the citizen-target groups- for their engagement in the decision making and service delivery process. This is a burning issue even in Nepal's federalism. In this context, the locally led development concept may demand a holistic and multi-sectoral approach to local development. So, can we develop such a concept?

USAID Response: You are encouraged to develop a concept that meets the requirements of the APS Addendum as stated in Section 2: Objectives provides the information on the activities, "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." Applicants may 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 attached to the APS Addendum.

4. We work in Marginalized communities {redacted}, so can we propose livelihood, advocacy training and social campaigns as part of our activities in the concept paper?

USAID Response: You are encouraged to develop a concept that meets the requirements of the APS Addendum as stated in Section 2: Objectives provides the information on the activities, "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." Applicants may 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 attached to the APS Addendum.

5. How can we bring a scheme to prevent migration abroad and ensure the same income?

USAID Response: You are encouraged to develop a concept that meets the requirements of the APS Addendum as stated in Section 2: Objectives provides the information on the activities, "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." Applicants may 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 attached to the APS Addendum.

6. Which thematic areas should be prioritized?

USAID Response: You are encouraged to develop a concept that meets the requirements of the APS Addendum as stated in Section 2: Objectives provides the information on the activities, "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." Applicants may 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 attached to the APS Addendum.

7. Can you provide more details about the specific objectives and goals of the Locally Led Development program mentioned in the announcement? How do you envision that our proposed concepts should align with the needs and priorities of marginalized and vulnerable communities in Nepal?

USAID Response: You are encouraged to develop a concept that meets the requirements of the APS Addendum as stated in Section 2: Objectives provides the information on the activities, "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." Applicants may 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 attached to the APS Addendum.

8. Do we have a smart child project?

USAID Response: You are encouraged to develop a concept that meets the requirements of the APS Addendum as stated in Section 2: Objectives provides the information on the activities, "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." Applicants may 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 attached to the APS Addendum.

9. Do we prioritize English language promotion in community / government schools?

USAID Response: You are encouraged to develop a concept that meets the requirements of the APS Addendum as stated in Section 2: Objectives provides the information on the activities, "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." Applicants may 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 attached to the APS Addendum.

10. Can we run an internship project for grade 10/12 students during semester break?

USAID Response: You are encouraged to develop a concept that meets the requirements of the APS Addendum as stated in Section 2: Objectives provides the information on the activities, "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." Applicants may 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 attached to the APS Addendum.

11. Do we promote massive herbal plantation projects ?

USAID Response: You are encouraged to develop a concept that meets the requirements of the APS Addendum as stated in Section 2: Objectives provides the information on the activities, "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." Applicants may 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 attached to the APS Addendum.

12. What is the purpose of this addendum to the Locally Led Development Annual Program Statement (APS)?

USAID Response: You are encouraged to develop a concept that meets the requirements of the APS Addendum as stated in Section 2: Objectives provides the information on the activities, "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." Applicants may 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 attached to the APS Addendum.

13. Could you provide more details about the types of concepts or projects that USAID/Nepal is seeking through this special call for submissions?

USAID Response: You are encouraged to develop a concept that meets the requirements of the APS Addendum as stated in Section 2: Objectives provides the information on the activities, "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." Applicants may 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 attached to the APS Addendum.

14. Is there any limit or the segregation of hardware and software?

USAID Response: There is no budget limit or segregation of hardware or software. Please propose a budget that enables you to best meet the requirements outlined in the solicitation.

Section 3: Period of Performance and Place of Performance

15. What is the project duration?

USAID Response: As stated on page 2 of the APS Addendum, the proposed period of performance of each activity can be from two to five years. It is up to each Applicant to propose an activity duration that they can well substantiate in their application.

16. Our NGO is based in Dang district. So can we work for Rajpur Rural Municipality and take four or five more additional adjoining municipalities and rural municipalities for local works addendum?

USAID Response: Applicants may make their own determination based upon the APS Addendum requirements contained in Section 3: Place of Performance, which states: "USAID is seeking approaches in which Recipients work in at least one geographic cluster, including specific municipalities in that cluster, as outlined in the table in Page 5. Recipients may work in

additional municipalities beyond the required ones for each geographic cluster. Recipients may also work in more than one geographic cluster."

17. Can we submit the concept for 10 municipalities ?

USAID Response: Applicants may make their own determination based upon the APS Addendum requirements contained in Section 3: Place of Performance, which states: "USAID is seeking approaches in which Recipients work in at least one geographic cluster, including specific municipalities in that cluster, as outlined in the table in Page 5. Recipients may work in additional municipalities beyond the required ones for each geographic cluster. Recipients may also work in more than one geographic cluster."

18. May we know the coverage of the project intervention, including municipalities and districts?

USAID Response: Applicants may make their own determination based upon the APS Addendum requirements contained in Section 3: Place of Performance, which states: "USAID is seeking approaches in which Recipients work in at least one geographic cluster, including specific municipalities in that cluster, as outlined in the table in Page 5. Recipients may work in additional municipalities beyond the required ones for each geographic cluster. Recipients may also work in more than one geographic cluster."

19. Could you please inform us which are the ten municipalities you want to implement the project?

USAID Response: The Addendum Section 3: Place of Performance provides the information on the geographic cluster. Ten municipalities are listed within these geographic clusters in the table on page 5 of the addendum.

20. In how many local levels an organization should operate the program?

USAID Response: Applicants may make their own determination based upon the APS Addendum requirements contained in Section 3: Place of Performance, which states: "USAID is seeking approaches in which Recipients work in at least one geographic cluster, including specific municipalities in that cluster, as outlined in the table in Page 5. Recipients may work in additional municipalities beyond the required ones for each geographic cluster. Recipients may also work in more than one geographic cluster."

21. Is the province and district specified or organization can choose ownself?

USAID Response: Applicants may make their own determination based upon the APS Addendum requirements contained in Section 3: Place of Performance, which states: "USAID is seeking approaches in which Recipients work in at least one geographic cluster, including specific municipalities in that cluster, as outlined in the table in Page 5. Recipients may work in

additional municipalities beyond the required ones for each geographic cluster. Recipients may also work in more than one geographic cluster."

22. Should the proposed project site be only the 10 municipalities mentioned in the RFP documents or can they be other municipalities which are identified as the most vulnerable palikas by the USAID's 'Analysis of Vulnerability and Marginalization Risk in Nepal' report?

USAID Response: Applicants must adhere to Section 3: Place of Performance, which states: "USAID is seeking approaches in which Recipients work in at least one geographic cluster, including specific municipalities in that cluster, as outlined in the table in Page 5. Recipients may work in additional municipalities beyond the required ones for each geographic cluster. Recipients may also work in more than one geographic cluster."

23. Are there any specific geographic areas or sectors of focus that USAID/Nepal is particularly interested in for this addendum?

USAID Response: Applicants must adhere to Section 3: Place of Performance, which states: "USAID is seeking approaches in which Recipients work in at least one geographic cluster, including specific municipalities in that cluster, as outlined in the table in Page 5. Recipients may work in additional municipalities beyond the required ones for each geographic cluster. Recipients may also work in more than one geographic cluster."

Section 4: Eligibility Criteria

24. What stage of SAM registration is required for local organization?

USAID Response: Active SAM registration is required before a prime Recipient can receive a USAID award unless an exception exists in accordance with 2 CFR 25.110(c)(2). However, for the concept submission stage, organizations are not required to have active SAM registration, but must submit a Unique Entity Identification (UEI) number. Furthermore, in terms of Subrecipients, USAID cannot provide subaward approval until the proposed Subrecipient has obtained a UEI number. Subrecipients are not required to obtain an active SAM registration, but must obtain a UEI number.

25. Can International Organizations (including US-based) become consortium partners led by Nepali Organizations?

USAID Response: USAID seeks that entities propose a consortium that enables them to best meet the activity requirements and that adhere to the laws and regulations of the Government of Nepal.

26. With regards to partner organizations mentioned during the concept phase, could you provide clarity on the potential flexibility to adjust or modify these partners in the subsequent application phase.

USAID Response: Applicants should propose a consortium that enables them to best meet the activity requirements during the Concept phase. The consortium may be adjusted during the co-creation phase with strong justification.

27. Can we apply as a prime and subaward at the same time?

USAID Response: Each prime applicant is limited to the submission of one application under this APS Addendum. Entities may be proposed as sub-awardees in multiple concept paper submissions.

28. Does USAID prefer Consortium of applicants to Solo applicants?

USAID Response: USAID does not have a specific preference for consortium applications over solo applications in response to solicitations.

29. Can an International NGO partner with and support local organizations in their applications?

USAID Response: USAID seeks that entities propose a consortium that enables them to best meet the activity requirements and that adhere to the laws and regulations of the Government of Nepal.

30. Can organizations apply as a consortium?

USAID Response: Yes, organizations may apply as a consortium or individually.

31. If consortia are allowed, can international NGOs join the consortium?

USAID Response: USAID seeks that entities propose a consortium that enables them to best meet the activity requirements and that adhere to the laws and regulations of the Government of Nepal.

32. Can we submit the proposal in a joint venture or in a consortium ?

USAID Response: Yes, organizations may apply as a joint venture or as a consortium.

33. Section 4.3 states that applicants cannot be a U.S.-based organization. U.S.-based organizations are not eligible as prime awardees under this APS. Can you advise if this also precludes U.S.-based organizations from being eligible as sub-grantees or non-prime awardees or if a U.S. entity providing support to/working in partnership with a locally-led/Nepal organization would be eligible

USAID Response: USAID seeks that entities propose a consortium that enables them to best meet the activity requirements and that adhere to the laws and regulations of the Government of Nepal.

34. Is it mandatory to register locally?

USAID Response: Yes, the entity must be registered locally in Nepal. The addendum, Section 4: Eligibility Criteria (page 6 of Addendum) provides more information on the eligibility of the organization.

35. Is it permissible to submit the application solely as a local organization, or are partnerships with national-level organizations required?

USAID Response: Any local organizations that meet the criteria set forth in Section 4: Eligibility Criteria (page 6 of the APS Addendum) of the addendum can apply.

36. Is a local NGO eligible to submit the funding opportunities or can we submit the proposal through a joint venture?

USAID Response: Section 4 provides the eligibility criteria, which states: "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. Applicants must be local entities in Nepal, cannot have received more than \$5 million in direct funding (as a prime awardee) from USAID in the previous five fiscal years and cannot be a U.S.-based organization."

37. We have our office in {redacted} and we are registered in the District Administrative Office, {redacted} and SWC. The Social Welfare Council has provided approval to work in all 9 districts of the {redacted} Province and at present we are working in all 9 districts. According to the addendum document the concept is asked to work in Malbazar Municipality, Achham. So we would like to request you to clarify whether the organization should be registered in Achham district or we are also eligible to submit our concept?

USAID Response: Any local organization registered in Nepal is eligible to submit the concept under this addendum. The Addendum Section 4 provides the 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. Applicants must be local entities in Nepal, cannot have received more than \$5 million in direct funding (as a prime awardee) from USAID in the previous five fiscal years and cannot be a U.S.-based organization."

38. Can a small Group of marginalized and vulnerable populations (registered with Municipalities - as women farmers' group, mothers' group, cottage industry group etc.) apply as a PRIME Applicant of a consortium consisting of national & international organizations in this CALL?

USAID Response: The addendum Section 4: Eligibility Criteria (page 6 of Addendum) outlines the eligibility parameters.

39. We are working from BS 2060 till now on different programs and projects. (vulnerable and marginalized people) do we further process?

USAID Response: Section 4 provides the 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."

40. Are INGOs eligible to submit the concept?

USAID Response: USAID has set this solicitation aside to local entities registered to operate in Nepal. The addendum Section 4: Eligibility Criteria (page 6 of Addendum) outlines the full eligibility parameters.

41. We are a local organization registered in a different province of Nepal, does this requirement mean that the organization needs to be registered in the same place of performance?

USAID Response: Any organization legally registered under the laws of Nepal meeting the criteria given in section 4: Eligibility Criteria (page 6 of Addendum) of the addendum can submit the concept notes.

42. What does local organization mean?

USAID Response: The local organization/entity is defined as the criteria provided in section 4: Eligibility Criteria of the Addendum.

Section 5: Locally Led Development Approaches

43. The announcement highlights the priority of gender equality and social inclusion (GESI). Can you share more details about how the proposed activities will specifically address GESI concerns and work towards empowering marginalized groups, especially women, youth, and historically disadvantaged communities? Are there specific strategies or indicators that should be considered to achieve these goals?

USAID Response: Applicants are encouraged to propose an approach that aligns with the requirements in the Section 5 of the APS Addendum. This section provides information on Locally Led Development Approaches which the applicants are encouraged to incorporate in submissions, or propose a different approach(es) that reflects the Applicant's own locally led development learning goals. For further information on USAID's Locally Led Development Initiatives and locally led approaches, please visit the Local, Faith, and Transformative

Partnerships Hub website found here:

<https://www.usaid.gov/local-faith-and-transformative-partnerships>.

44. Are there any preferred methodologies or successful strategies from previous projects that we should consider in our Concept papers?

USAID Response: Section 5 provides information on Locally Led Development Approaches that the applicants are encouraged to incorporate in submissions, or propose a different approach(es) that reflects the Applicant's own locally led development learning goals. For further information on USAID's Locally Led Development Initiatives and locally led approaches, please visit the Local, Faith, and Transformative Partnerships Hub website found here: <https://www.usaid.gov/local-faith-and-transformative-partnerships>.

Section 6: Local Resources

45. Could you provide further clarification on the role of local resources within the context of the proposed activities? How should applicants demonstrate their ability to effectively utilize and integrate existing local resources to ensure sustainable growth? Are there specific types of local resources that are particularly sought after or encouraged?

USAID Response: Local resources may include local philanthropy, partnerships with private sector, government, civil society and other sources of local skills and finances. Section 6 provides information on local resources. 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. Discussion of Cost Share and Leverage is not requested at the concept phase. Only the applicants that proceed to the Full Application phase of the solicitation process are encouraged to consider Cost Share for Cooperative Agreements or Leverage for Fixed Amount Award grants. For more information on cost share and leverage, please visit the following link: <https://www.usaid.gov/india/partner-resources/infographic-cost-share-program-income-leverage>

46. What % of the project budget should be shared by the Applicants?

USAID Response: Section 6 provides information on local resources. Discussion of Cost Share and Leverage is not requested at the concept phase. The applicants that are invited to the Full Application phase of the solicitation process will be encouraged to consider Cost Share for Cooperative Agreements or Leverage for Fixed Amount Award grants.

47. What % of the project budget should come from leveraging local resources?

USAID Response: Section 6 provides information on local resources. Discussion of Cost Share and Leverage is not requested at the concept phase. The applicants that are invited to the Full

Application phase of the solicitation process will be encouraged to consider Cost Share for Cooperative Agreements or Leverage for Fixed Amount Award grants.

Section 7: Budget Considerations

48. What is the exchange rate for the estimated budget?

USAID Response: The current exchange rate is NPR 125 to US\$1 for budgeting purposes. USAID will provide more details to the Phase 2 applicant for the cost application submission instructions.

49. The award ceiling is \$6 million and the award floor is \$2 million stated in the USAID notice for funding. Does it mean that one local NGO can propose a \$2 million project budget for five years in the concept paper?

USAID Response: Yes, one local entity may propose a budget that does not exceed \$2 million for an award period of performance that does not exceed five years.

50. Is there a budget limitation or budget ceiling for the EOI, concept note and developing the proposal ?

USAID Response: The Addendum cover page (page 2) provides the details, which states: "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."

51. Could you please clarify if there exist objective criteria by which the absorptive capacity of an organization will be assessed?

USAID Response: Section 8: Merit Review Criteria defines how USAID will evaluate submissions of Concept Papers; budget submissions will not be evaluated during the concept phase. In the Full Application Phase, USAID will provide more detail to those invited to this phase about the budget requirements and how USAID will review them.

52. What is meant by absorptive capacity ?

USAID Response: The absorptive capacity of a budget refers to the ability of an organization to effectively and efficiently utilize the allocated funds for achieving its objectives. It involves the organization's capability to absorb, manage, and implement the budgeted resources in a timely manner.

Section 8: Merit Review Criteria

53. What specific criteria does USAID use to assess applicant's understanding of the local context and priorities?

USAID Response: Section 8 Merit Review Criteria details how USAID will evaluate Concept Papers.

54. Do we have any evaluation criteria for sustainability - local stakeholders leadership?

USAID Response: Section 8 Merit Review Criteria details how USAID will evaluate Concept Papers. The Applicant must demonstrate 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.

Section 9: Submission Instructions

55. What should be the minimum and maximum number of household beneficiaries for this project?

USAID Response: USAID encourages you to develop targets that are feasible and best align with your approach and the APS Addendum requirements.

56. Should we submit an EOI, a concept note or full proposal?

USAID Response: As per the Addendum Section 9: Submission Instruction, Concept Papers (Concepts) are requested during this phase of the solicitation.

57. Should this introductory letter be completed in Nepali or English?

USAID Response: The APS Addendum Section 9: Submission Instructions provides information that the Concepts must be submitted in English or Nepali. Note that organizations whose concept is selection to submit a full application will be required to submit the full application in English.

58. Regarding the stipulated page limit of 3 pages, could you kindly clarify whether this constraint applies exclusively to the narrative description or if it also encompasses the summary information page?

USAID Response: The APS Addendum Section 9: Submission Instructions provides information on the Concepts. The page limit of 3 pages is for subsection B. NARRATIVE DESCRIPTION.

59. We would like to request you to provide the format if any for the concept note.

USAID Response: Section 9: Submission Instructions provides the information on required format for the concept note.

60. What are the procedures that we have to follow to be in collaboration?

USAID Response: Section 9 Submission Instructions of the APS Addendum details the instructions on the submission of the concept note. Section 8 provides the Merit Review Criteria of how USAID will evaluate concept paper submissions.

61. What are the possible criteria that are to be followed so that {redacted} can be selected in the steps ahead?

USAID Response: Section 9 Submission Instructions of the APS Addendum details the instructions on the submission of the concept note. Section 8 provides the Merit Review Criteria of how USAID will evaluate concept paper submissions.

62. When and where we will get further process and requirement concept notes?

USAID Response: Section 9 Submission Instructions of the APS Addendum details the instructions on the submission of the concept note. Section 8 provides the Merit Review Criteria of how USAID will evaluate concept paper submissions.

63. Are there any specific criteria or guidelines that applicants should follow when preparing and submitting their concepts under this addendum?

USAID Response: Section 9 Submission Instructions of the APS Addendum details the instructions on the submission of the concept note. Section 8 provides the Merit Review Criteria of how USAID will evaluate concept paper submissions.

64. Is there any format/template for concept notes?

USAID Response: There is not a template concept notes, but you are encouraged to follow the submission instructions contained in Section 9: Submission Instructions of the APS Addendum.

65. Is there any standard for Nepali fonts?

USAID Response: The standard font for Nepali is Preeti font. The recommended font size for Nepali fonts is 14 points to ease readability. The margins are the same as in the English font.

Section 10: Selection Process and Co-Creation

N/A

Section 11: Sharing of Concepts

N/A

[END OF Annual Program Statement (APS) No. 7200AA19APS00007 Amendment No. 1]