

NOTICE OF FUNDING OPPORTUNITY (NOFO)
Bureau of Western Hemisphere Affairs (WHA)
U.S. Department of State (DOS)

I. AWARD INFORMATION

Announcement Type: New Announcement

Funding Opportunity Title: Capacity Building for GBV Survivor Support Service Providers in Latin America and the Caribbean

Funding Opportunity Number:

Assistance Funding Number: 19.750

Award Amount: \$888,888
Proposals that exceed this amount will be deemed NOT competitive

Number of Awards: One (1) Award

Cost Sharing Requirement: Not Required

Assistance Type: Grant

Funding Type: Economic Support Funds

Closing Date for Submission of Applications: Complete proposal packages must be submitted through www.grants.gov by **July 13, 2020, by 11:59 pm EST**

Deadline for Receipt of Questions: **July 1, 2020, by 5:00 pm, EST**

Electronic Requirement: Yes
E-mailed, faxed or mailed proposal packages, or individual submission documents, will **NOT** be considered.

Eligibility Category: U.S.-based non-profit/non-governmental organizations subject to section 501(c) (3) of the U.S. tax code; Overseas non-governmental non-profit organizations; Foreign Public Entities and Public International Organizations (PIO); U.S.-based institutions of higher education, and accredited overseas universities.

Pursuant to 2 CFR 200.400 g, it is U.S. Department of State policy **not** to award profit under federal assistance instruments.

Type of Applicant: Organizations. Individuals are not eligible to apply.

Number of Applications: One (1) per applicant organization.

Note: Organizations may form consortia and submit a combined proposal. However, only **one** organization may be designated as the lead applicant. The lead applicant must meet the eligibility criteria listed in this NOFO.

Anticipated Award Date: The successful applicant will receive notification within approximately four-to-five weeks of the closing of this announcement. The U.S. Department of State is under no obligation to fund any of the proposals submitted under this funding opportunity.

Est. Project Start Date: September, 2020

Est. Project End Date: September, 2023

Project Duration: 36 months

This funding opportunity is posted on www.grants.gov and may be amended. Answers to questions from eligible interested organizations will be posted as attachments to this NOFO. Applicants should regularly check the www.grants.gov for the most recent information pertaining to this funding opportunity.

WHA reserves the right to fund any or none of the applications submitted and reserves the right to reduce, revise, or increase proposal budgets in accordance with the needs of the project and the availability of funds. The authority for this NOFO is found in the Foreign Assistance Act of 1961, as amended. The Funding Assistance Number for this funding opportunity is 19.750.

This NOFO consists of the following sections:

- I. Award Information
- II. Funding Opportunity Description
- III. Application Submission
- IV. Application Evaluation
- V. Award Issuance and Administration
- VI. Agency Contacts

Eligible organizations interested in submitting an application are encouraged to review this NOFO thoroughly to understand the type of project sought and the application submission requirements and review process as outlined in this NOFO.

Executive Summary

The United States Department of State's Bureau of Western Hemisphere Affairs (WHA) announces a Notice of Funding Opportunity (NOFO) to address the root causes of Gender-Based Violence (GBV) in Latin America and the Caribbean as well as build the capacity of GBV survivor support-service providers. GBV ranges from intimate partner violence to gender-based killing of women and girls, significantly hindering the ability of individuals to participate fully in society and contribute to their families and communities. Subject to availability of funds, WHA intends to issue one award to not exceed \$888,888 in FY 2019 Economic Support Funds (ESF) for a project period up to three (3) years, and of which up to \$294,444 will support designated high-income countries in the region such as Chile, Panama, and Uruguay. Middle- and low-income countries in WHA will be beneficiaries of the remaining funds of which up to \$594,444 will support project activities and may include but are not limited to Argentina, Belize, Brazil, Colombia, Costa Rica, Mexico, and Peru. Grant funds cannot directly assist or support GBV survivors; rather, grant funds should improve the delivery of services from organizations to GBV survivors, and/or address socio-cultural norms that perpetuate GBV through sensitization trainings to ensure individuals from communities with high rates of GBV have a better understanding of what the root causes of GBV are, and promote non-violent relationships. The \$888,888 is attributed to a global U.S. Department of State congressional GBV earmark, and supports the U.S. Department of State and the Administration's Women Peace and Security (WPS) Policy Outcomes 2 & 3, and the Women's Global Development and Prosperity (W-GDP) Initiative Pillar 3, which are:

- **WPS Outcome 2:** Women and girls around the world have access to aid, and are safe from all forms of gender-based violence (GBV), abuse, and exploitation; and,
- **WPS Outcome 3:** U.S. personnel and international programs advance women's and girls' equality and empowerment.
- **W-GDP Pillar 3:** Promote an enabling environment that increases women's economic empowerment by reducing barriers and enhancing protections in policies, laws, regulations and practices (public and private) to facilitate women's participation in the economy.

The award recipient will need to be able to track and account for the results attributed to this global GBV earmark and WPS Policy.

Any questions concerning this NOFO should be submitted in writing via email to the Bureau of Western Hemisphere Affairs at WHAGrants@state.gov by June 05, 2020 [Subject line: "WHA Regional GBV Project NOFO," funding opportunity number, and the name of the applicant organization]. Responses to questions will be made available to all potential applicants through an amendment to this NOFO and posted on Grants.gov.

Julie Chung
Principal Deputy Assistant Secretary
Bureau of Western Hemisphere Affairs
U.S. Department of State

II. FUNDING OPPORTUNITY DESCRIPTION

BACKGROUND

In Latin America and the Caribbean, gender-based violence (GBV), ranging from intimate partner violence to gender-based killing of women and girls, significantly hinders the ability of individuals to participate fully in society and contribute to their families and communities. Women and girls from historically marginalized populations, including indigenous, African-descent, LGBTI women, and those with disabilities, frequently face disproportionate levels of GBV. In addition, women and girls from marginalized communities often face discrimination, disenfranchisement, limited access to government support and services, and are impacted by socio-cultural norms that perpetuate GBV in their communities. In addition, prevention efforts focused on indigenous communities as well as services that are culturally sensitive and available in indigenous languages are often limited in the region. Local civil society organizations (CSOs) led by women from marginalized communities that provide GBV survivor services or prevention activities often receive limited support, training, and funds from local governments and the international community. Local capacity to provide GBV survivor support in indigenous and African-descendant communities is also a challenge where government services are limited. Municipal and regional governments often lack resources and capacity to provide minimal GBV survivor support services and often have no presence in rural and remote communities. Overall, there are insufficient support services for girls and women from historically marginalized communities, including for survivors of GBV and in rural and remote communities within the region. Likewise, prevention efforts in the region are significantly underfunded, including those that engage men and boys as partners and that promote healthy relationships as well as ways to express emotions in a non-violent and constructive way.

PROJECT GOALS

Local CSOs, healthcare providers, and municipal governments will possess improved capacity to address the root causes of GBV through prevention activities and provide holistic support services to GBV survivors. Train-the-trainer organizations will also provide training on best practices, resources, support other CSOs and local governments addressing the root causes of GBV, and improve support services to GBV survivors. In addition, survivors from historically-marginalized communities will receive improved GBV survivor-support services from local CSOs, healthcare providers, and municipal governments in remote and rural communities.

PROJECT'S DESCRIPTION AND OBJECTIVES

This WHA regional project will improve support services for GBV survivors in Latin America and the Caribbean, address socio-cultural norms that perpetuate GBV, and train CSOs to strengthen the capacity of other CSOs, healthcare providers, and municipal governments in delivering GBV survivor support services and prevention activities. Grant funds cannot directly assist or support GBV survivors; rather, grant funds should improve the delivery of services from organizations to GBV survivors and/or address socio-cultural norms that perpetuate GBV through sensitization trainings to communities. Special consideration will be given to applicants that broaden existing services to historically marginalized communities as project beneficiaries. Applicants should consider the implications the novel coronavirus (COVID-19) may have on the

project and any possible restricted activities. The risk assessment should include a contingency plan for the various restrictions that may occur due to COVID-19.

Project proposals must address each of these objectives:

- **Objective 1:** GBV service mapping or gap analysis in Latin America and the Caribbean of existing GBV survivor support services and resources provided at local CSOs, healthcare providers, and municipal governments.
- **Objective 2:** Regional workshops that strengthen the capacity of CSOs, healthcare providers, and local government agencies to provide improved sensitization training for communities and support services to GBV survivors - including crisis support, psychological care, medical services, transitional housing for survivors and their children, and legal aid.
- **Objective 3:** Connect CSOs, healthcare providers, and local municipal governments supporting GBV survivors to regional and global networks to gain access to global resources and to foster collaboration among participating organizations.
- **Objective 4:** Regional train-the-trainer modules for local CSOs, healthcare providers, and municipal governments on GBV prevention strategies, and support services for GBV survivors.

EXPECTED RESULTS AND INDICATORS

By the end of the project, the GBV regional project expects to increase the capacity of local CSOs, healthcare providers, and municipal governments to address the root causes of GBV through prevention activities and provide improved and inclusive holistic support services to GBV survivors. In addition, CSOs and local governments addressing the root causes of GBV and providing support services to GBV survivors will receive support from train-the-trainer organizations that will provide training on best practices and additional resources such as toolkits.

The applicant will develop a Performance Monitoring Plan (PMP) with annual and end-of-project targets and results anticipated for key performance indicators. Further guidance on this PMP is included in TAB A of the PSI. The following required indicators below must be measured and targets must be set. Any recipient organization will be required to monitor these targets and indicators during and after the project's activities. The applicant should propose additional outputs, indicators, and/or targets as necessary. WHA will regularly monitor the project's performance to assess whether project activities are on track and targets are being achieved.

Required output and outcome indicators for the project are provided below. The applicant should review these and provide illustrative targets for each output and outcome indicator, as appropriate.

The applicant is expected to identify targets for these indicators based on what it can reasonably achieve within the performance period of the project and on the expected overall project results described above.

By the end of the project's period of performance, WHA expects the following outputs and outcomes to have been achieved with the allocated funding:

Expected Outputs:

- A network member resource document that includes a regional service map or gap analysis of GBV survivor support services in Latin America and the Caribbean.
- Regional workshops for CSOs, healthcare providers, and local government agencies to improve GBV survivor support services.
- Sensitization training workshops for CSOs, healthcare providers, and local government to address the root causes of GBV.
- Region-specific train-the-trainer modules that include toolkits for participants, for CSOs, healthcare providers, and local government agencies to train other organizations providing GBV survivor support services and sensitization training to communities.

Expected Outcomes:

- Network members have access to a GBV service map that includes available GBV survivor services and locations or access to a gap analysis of GBV survivor support services in the region in order to improve available services to GBV survivors.
- Local CSOs, healthcare providers, and municipal governments that participated in the capacity-building training are able to provide more robust crisis support, transitional housing, care services, psychological care, medical services, and legal aid for survivors of GBV.
- Participants have a better understanding of the root causes of GBV in home communities and can promote non-violent relationships.
- Local CSOs, healthcare providers, and municipal governments are connected to existing networks addressing GBV, gain access to new resources and best practices to combat GBV, and provide improved support services to GBV survivors.
- Local CSOs, healthcare providers, and municipal governments that participated in train-the-trainer modules train other GBV survivor-service providers and share best practices with produced toolkits from the project.

The selected recipient will be required to collect baseline data for all the PMP indicators during the first year of the project. In addition, applicants should define certain terms included in the outcomes and indicators at the very beginning of the project, so that it is possible to measure the

change during and at the end of the project. Such baseline information will be critical for both monitoring and evaluation of project progress and results.

Target Population: Project participants will include representatives from local CSOs, healthcare providers, and municipal governments that provide support services to GBV survivors, or that train other CSOs and local municipal governments that do so. Grant funds cannot directly assist or support GBV survivors; rather grant funds should improve the delivery of services from organizations to GBV survivors and/or address socio-cultural norms that perpetuate GBV through sensitization trainings to communities. The project should also be inclusive of all GBV demographics, especially survivors of indigenous and African descent, those with disabilities, and survivors from the LGBTI community in project activities.

The proposal narrative should be organized into the following components:

1) Introduction

2) Narrative- Problem Statement and Rationale

Successful applicants under this funding opportunity will describe an approach based on a problem statement and rationale analysis. Please provide background on the context in which the proposed project will be operating. This must incorporate findings from the required gender analysis provided in the PSI document- TAB C.

3) Theory of Change

Provide a theory of change in the proposal that describes the connections between the project's activities, key short term outputs, key intermediate outcomes, objectives, and the long-term goal.

4) Planned Activities/Implementation Plan

Applicant should address the following points:

- a. *Project Goal and Objectives:* Fully explain the project's goal and objectives. The overarching goal should outline what the activities and objectives should be building towards. The objectives of the project should describe the applicant's expectations for the end of the project. The objectives should be measurable, results-focused, and achievable within the timeframe of the project.
- b. *Activities:* All activities should be clearly developed and sufficiently detailed to understand the resource and time requirements, and to the expected contribution to the project's objectives and goals. Please identify: target areas for activities; target participant groups or selection criteria for participants; the plan to engage relevant stakeholders; and local partners as appropriate.
- c. *Identified CSOs:* This project is intended to work with CSOs that are already in existence in Latin America and the Caribbean, and is not a platform for creating new CSOs. Therefore, the

proposal should describe the process to engage or partner with relevant local CSOs to provide operational and training support to ensure local CSO sustainability after the period of performance of this award.

- d. *Resources and Timeline for Activities:* Demonstrate the process of implementing the proposed activities to build upon one another and are logically sequenced to achieve the desired outcomes. The applicant must submit a plan that sets out a realistic outline of tasks and deliverables, anticipated time frames, challenges, opportunities and due dates, and persons responsible for achieving each task. This should be a narrative description.
- e. *Do No Harm:* List any significant risks of harm to implementers, participants, beneficiaries or their communities, or of exacerbating conflict or creating new conflicts, which may result from this project. Include specific risks to women and girls. Consider how resources or skills provided might be misused, create grievances among non-recipients, or cause key actors to react in harmful ways. Explain the plan to minimize these risks and for ensuring the security of beneficiaries. In addition, programmatic data, personally identifiable information (PII), and implementing partners information should be protected and encrypted, if possible, to maintain the safety of those involved in the project.
- f. *Key Contingency Plan:* Applicants should consider the implications that COVID-19 may have on the project and any possible restricted activities. The risk assessment should include a contingency plan for the various restrictions that may occur due to COVID-19. The project narrative should identify which project activities can be done virtually for up to a year.

5) Sustainability Plan

Clearly indicate the plan for long-term capacity building for CSO and GBV survivor support service providers in Latin America and the Caribbean. Outline the possibilities for institutionalization of capacity-building functions as well as any other donors that may be able to lend support after the project is completed.

6) Past Performance

Provide a description of the applicant organization, including a proven record of successful projects and past performance in Latin America and the Caribbean, in the areas of capacity-building assistance for GBV survivor support services. Describe past performance and experience in working with host governments, local organizations, communities, and marginalized populations. The roles and responsibilities of primary staff under this project should be defined, and the proposal should demonstrate the plan to engage or obtain support from relevant stakeholders.

7) Performance Monitoring Plan (PMP)

The PMP should include the following:

- Narrative explaining the plan to conduct Monitoring and Evaluations (M&E) and the expected roles of key staff in M&E.
- In addition to the narrative, the applicant should provide a results/logic framework (as a separate mandatory attachment) organized by project objectives in addition

to output- and outcome-based performance indicators with baselines (if available) and quarterly and cumulative targets. The framework will also include- data collection tools; data sources; types of data disaggregation, if applicable; and frequency of data collection.

Results and Required Indicators for the Performance Monitoring Plan (PMP)

By the end of the three (3) years of the project, GBV survivor support service providers are expected to have increased capacity in delivering support services to GBV survivors and addressed the root causes of GBV through sensitization training.

The applicant will submit a project-level PMP with annual and end-of-project targets and results anticipated for key performance indicators. The following table shows indicators that will be measured, as well as illustrative targets, upon which the applicant will be responsible for monitoring and reporting during and after the project. In addition, WHA will regularly monitor the selected project's performance to assess whether project activities are on track and targets are being achieved. The PMP must also ensure that, based on the context/gender analysis implementation, the results of the award are informed by and responding to risks and gender gaps that are related to implementation.

Below are required output indicators that must be incorporated into the project proposal. The applicant may propose additional output and outcome indicators, and/or targets as appropriate.

<i>Required Output Indicators</i>	<i>Targets:</i>
Output: Number of persons trained with USG assistance to advance outcomes consistent with gender equality or female empowerment through their roles in public or private sector institutions or organizations	TBD
Output: Number of Men	TBD
Output: Number of Women	TBD
Outcome: Number of CSOs/civil servants capacity strengthened to promote policy dialogue, advocate for change and/or improved access to government services	TBD
Output: Number of people who benefit from U.S.-funded support to GBV survivors	TBD
Output: Number of people that reported improved access to GBV survivor support services	TBD
Output: Number of boys and men that are now aware of the root causes of GBV and are engaged as partners against GBV in their community	TBD
Output: One resource document that includes a regional service map or gap analysis of GBV survivor support services in Latin America and the Caribbean.	TBD
Output: Number of regional workshops for CSOs, healthcare	TBD

providers, and local government agencies to improve GBV survivor support services	
Output: Number of sensitization training workshops for CSOs, healthcare providers, and local government to address the root causes of GBV	TBD
Output: Number of region-specific train-the-trainer modules that include toolkits for participants, for CSOs, healthcare providers, and local government agencies to train other organizations providing GBV survivor support services and sensitization training to communities.	TBD

Required outcome indicators for the project are provided below. The applicant is expected to identify targets for these indicators based on what it can reasonably achieve within the performance period of the project, and based on the expected overall project results described above.

<i>Required Outcome Indicators</i>	<i>Targets:</i>
Outcome: A GBV service map that includes available GBV survivor services and locations or access to gap analysis of GBV survivor support services in the region for network members.	TBD
Outcome: Beneficiary local CSOs, healthcare providers, and municipals governments are able to provide more robust crisis support, transitional housing, care services, psychological care, medical services, and legal aid for survivors of GBV.	TBD
Outcome: Beneficiary individuals have a better understanding of the root causes of GBV in home communities and promote non-violent relationships.	TBD
Outcome: Beneficiary local CSOs, healthcare providers, and municipal governments are connected to existing networks addressing GBV and have access to new resources and best practices to combat GBV and provide improved support services to GBV survivors.	TBD
Outcome: Beneficiary local CSOs, healthcare providers, and municipal governments that participated in train-the-trainer modules are able to and do train other GBV survivor service providers and share best practices with produced toolkits from the project.	TBD

The applicant may propose additional outputs, indicators, and/or targets as appropriate. The applicant will be required to collect baseline data for all the PMP indicators during the first year of the project. In addition, certain terms included in the outcomes and indicators will need to be defined at the very beginning of the project so that it is possible to measure the change during and at the end of the project. Examples of such are “capacity,” “spread effect,” etc. Baseline information will be critical for both monitoring and evaluation of project progress and results.

In addition to the proposal narrative components, the applicant must provide the six mandatory attachments provided in TAB A of the PSI:

- a. Roles and Responsibilities to include the names of key personnel
- b. Timelines/Schedule of Activities
- c. Performance Monitoring Plan (PMP) With Results/Logic Framework
- d. Detailed Budget and Budget Narrative
 - a. See Budget Guidelines (TAB B) in the PSI for more information.
- e. Risk Assessment
 - a. The safety and security of recipients and beneficiaries are of utmost importance. WHA requires all applicants to conduct a thorough risk assessment and take all actions necessary in accordance with those assessments to mitigate those risks. WHA does not take responsibility for the risks incurred by any applicants.
 - b. Applicants should consider the implications COVID-19 may have on the project and any possible restricted activities. The risk assessment should include a contingency plan for the various restrictions that may occur due to COVID-19 using the questions in the sample risk assessment in TAB D.
- f. Gender Analysis (mandatory for all Gender-based violence proposals)
 - a. See TAB C in the PSI for more information.

Note: Additional optional attachments -- Attachments may include further timeline information, letters of support, memoranda of understanding (MOU)/agreement, etc. For applicants with a large number of letters/MOUs, it may be useful to provide a list of the organizations or government agencies that support the project rather than the actual documentation.

Proposals submitted without the mandatory attachments will be ruled technically ineligible.

III. APPLICATION SUBMISSION

It is the responsibility of the applicant to ensure that the application package has been received by www.grants.gov in its **entirety**. Incomplete applications will be considered **ineligible**. Applicants are urged to begin the application process well before the submission deadline. No exceptions will be made for organizations that have not completed the necessary steps.

Please refer to the **Proposal Submission Instructions (PSI)** for additional application submission instructions, including information on required documents and format. Please follow both the PSI and the NOFO to ensure that the proposal package submission is in full compliance with the requirements. Proposal submissions that do not meet all of the requirements outlined in this NOFO and PSI will **not** be considered.

The U.S. Department of State bears no responsibility for data errors resulting from transmission or conversion processes associated with electronic submissions via www.grants.gov. **Incomplete application packages will not be considered.**

Applicants, including U.S. affiliates of international organizations must provide a valid Data Universal Numbering System (DUNS), and **completed** www.sam.gov registration when submitting application on www.grants.gov in response to this NOFO. **Applicants that do not have a valid DUNS number and completed www.sam.gov registration will NOT be eligible for consideration.**

In accordance with the applicable Federal awarding agency's policy, applicants must disclose in writing any potential conflict of interest to the Federal awarding agency or pass-through entity.

It is U.S. Department of State policy that English is the official language and U.S. dollar is the controlling currency. Proposal and related supporting documents must be English and accompanying budget in U.S. dollars.

IV. APPLICATION EVALUATION

U.S. Department of State/Bureau of Western Hemisphere Affairs will issue an award to the applicant whose proposal represents the best value to the U.S. Government on the basis of technical merit, efficient use of U.S. Government funds, and satisfactory organizational capacity. In addition, the organization must demonstrate adequate financial management capability to be measured by a responsibility determination. Applications should contain the applicants' best terms from both cost and technical standpoints. The implementing partners (sub-recipients) of the primary applicant will be subject to U.S. Department of State approval.

Eligible applications will be evaluated by an independent review panel consisting of subject matter experts from other U.S. Department of State bureaus/or offices, and/or other USG agencies. Final approval resides with the U.S. Department of State Grants Officer.

The following criteria will serve as a standard against which all **eligible** applications will be evaluated. Each eligible application will be evaluated and scored on the review criteria using a 100-point scale. The review panel will apply the following criteria when rating proposals:

1. Quality of Project Idea (Total Possible 15 Points)

- The proposal is responsive to a call for programming designed to build CSO capacity as it relates to addressing the root-causes of GBV in the context of Latin America and the Caribbean and identifies relevant local and international dynamics and drivers against which programming will be designed;
- The proposal clearly states a theory of change;
- The proposal outlines a vision for a "whole of society" approach – meaning the key sectors and actors (e.g. NGOs, local government agencies, women/girls, and youth) who will be the project's key beneficiaries and protagonists;
- The proposal directly connects proposed activities with the desired outcomes, tying back to the project objectives;
- Exhibits originality, prioritizes innovation, but is feasible.

2. Project Planning/Ability to Achieve Objectives (Total Possible 15 Points)

- The proposal provides a detailed work plan of proposed project activities and includes a clear articulation of how these activities will contribute to the overall project's goals and objectives;
- Each activity is clearly developed and detailed. Objectives are clear, specific, attainable, measurable, results-focused, and placed in a reasonable time frame;
- The proposal demonstrates a willingness to be flexible and the ability to adapt based on WHA feedback over the course of the project;
- Describes the division of labor among the direct applicant, any partners, and any potential sub-recipients; addresses the planned engagement of support from relevant stakeholders; and identifies local partners where appropriate;
- Includes contingency plans for potential difficulties in executing the original work plan, including for COVID-19.

3. Organizational Capability and Record of Performance (Total Possible 20 Points)

- Personnel and institutional resources are adequate and appropriate to achieve the project's objectives;
- Applicant is a current/past U.S. Department of State grantee with a strong track record in Latin America and the Caribbean in the areas of capacity building and addressing the root causes of GBV.

OR

- The proposal is from a NEW APPLICANT that:
 - Demonstrates capacity for responsible fiscal management;
 - Illustrates success with projects of similar content and size.

4. Gender Analysis, Inclusion, Do No Harm (Total Possible 10 Points)

- Application includes a thoughtful gender analysis and reflects the gender analysis in the project design. It also includes a plan for the iterative use and adaptation of gender analysis through implementation to ensure it advances gender equality and women's empowerment as effectively as possible.
- Application presents an analysis of the needs affecting vulnerable populations, including GBV survivors; integrates these populations, as well as men and boys, in project design and implementation; the proposed project has undertaken and designed implementation based on a gender analysis; and shows concrete outputs and outcomes for project beneficiaries.

5. Cost Effectiveness (Total Possible 10 Points)

- The overhead and administration of the proposal, including salaries and honoraria, are explained and justified for the work involved;

- All budget items are allocable, reasonable and **necessary**, and linked to project objectives and demonstrate efficient use of U.S. Government funds;
- Personnel costs are reasonable for the work involved.

Note: Cost share is not required. Applicants may offer cost share; however cost share will not be considered or factored during the proposal evaluation.

Note: If the applicant organization has a negotiated indirect cost rate agreement (NICRA) and includes NICRA charges in the budget, include the latest NICRA as a pdf file. Organizations that have previously established indirect cost rates must submit timely indirect cost proposals to the cognizant agency as required by Appendix III & IV of 2 CFR 200. If indirect cost proposals have not been submitted for re-negotiation as required, out-of-date NICRAs may not be considered.

6. Performance Monitoring Plan (Total Possible 20 Points)

- Narrative explaining the process for project monitoring and evaluation and who will be responsible for those activities;
- Results/Logic Framework listing by project objectives the output- and outcome-based performance indicators with baselines (if available) and quarterly and cumulative targets; data collection tools; data sources; types of data disaggregation, if applicable; and frequency of data collection;
- Risk assessment listing all potential risks associated with project activities, likelihood of potential risk, potential impact of risks, and potential risk mitigation plans/actions. The risk assessment should also include the plan to protect and secure personally identifiable information, project data, and participants/beneficiaries involved in the project.

7. Multiplier Effect/Sustainability of Impact (Total Possible 10 Points)

- Clearly delineates the elements of the project that will have a multiplier effect;
- Clearly delineates whether the impact will be sustainable beyond the life of the grant including a plan for the long-term capacity building for CSOs and government agencies in Latin America and the Caribbean, and outlining the possibilities for institutionalization of the capacity-building functions with local organizations, governments, centers, etc.
- Reference other donors that may be able to lend support after the end of the life of the project.

V. AWARD ISSUANCE AND ADMINISTRATION:

Issuance of this NOFO does **not** constitute a commitment on the part of the U.S. Department of State to issue an award nor does it commit the U.S. Government to pay for costs incurred in the preparation and submission of an application. Furthermore, an award cannot be issued until funds have been fully appropriated, allocated, and committed through internal U.S. Department of State

procedures. While it is anticipated that these procedures will be successfully completed, potential applicants are hereby notified of these requirements. All preparation and submission costs are at the applicant's expense.

The U.S. Department of State reserves the right to fund any or none of the proposals submitted and reserves the right to reduce, revise, or increase the budget in accordance with the needs of the project and the availability of funds.

Pursuant to 2 CFR 200.400 g, it is U.S. Department of State policy **not** to award profit under federal assistance instruments.

The decision for the award determination rests with the Grants Officer. The Grants Officer is a USG official delegated the authority by the U.S. Department of State Procurement Executive to award and administer the award.

The award agreement is the only authorizing document and will be issued electronically through the State Assistance Management System (SAMS Domestic).

Pending availability of funds and satisfactory performance, including compliance with the U.S. Department of State and subject award's terms and conditions, WHA may consider extending the period of performance and increasing funding to the subject award.

2 CFR §200.501 requires domestic/US & foreign non-federal entities that expend \$750,000, or more, in federal assistance during organization's fiscal year to have a single or project-specific audit conducted for that year. In addition, the entity must report the collected audit data elements on the form SF-SAC and submit it to the FAC. Any findings such as material weaknesses, significant deficiencies, or material non-compliance are reported on the SF-SAC.

Reporting Requirements:

Applicants will be required to submit **Quarterly** Progress and Quarterly Financial Reports (SF-425), unless special conditions apply, describing key activities undertaken during the reporting period towards accomplishment of the stated objectives. Financial Reports provide a means of monitoring expenditures. More detailed reporting requirements will be outlined in the Award Agreement.

If reports or any other supporting documents are provided in both English and a foreign language, it must be stated in each version that the **English language version is the controlling version. U.S. dollar is the controlling currency.** Financial reports must be submitted in U.S. dollars.

Other Information:

Mandatory disclosures (2 CFR 200.113)

Non-federal entity, applicants or applicant for a federal award must disclose, in a timely manner,

in writing to the federal awarding agency or pass-through entity all violations of federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the federal award. Non-federal entities that have received a Federal award including the term and condition outlined in Appendix XII of the 2 CFR 200 -- Award Terms and Conditions for Applicant Integrity and Performance Matters -- are required to report certain civil, criminal, or administrative proceedings to www.sam.gov.

Failure to make required disclosures can result in any of the remedies described in §200.338 Remedies for Noncompliance, including suspension or debarment.

Federal Awardee Performance and Integrity Information System (FAPIIS)

A federal awarding agency, prior to making a federal award, will review and consider any information about the applicant that is in the designated integrity and performance system accessible through www.sam.gov (currently FAPIIS) (see 41 U.S.C. 2313). Applicant, at its option, may review information in the designated integrity and performance systems accessible through www.sam.gov and comment on any information about itself that a Federal awarding agency previously entered and is currently in the designated integrity and performance system accessible through www.sam.gov. The federal awarding agency will consider any comments by the applicant, in addition to the other information in the designated integrity and performance.

Applicant organizations must demonstrate adherence to equal opportunity employment practices and commitment to non-discrimination with respect to beneficiaries. Non-discrimination includes equal treatment without regard to race, religion, ethnicity, gender, and political affiliation. Applicants are reminded that U.S. Executive Orders and U.S. law prohibits transactions with or support to individuals or organizations associated with terrorism.

Proposals that reflect any type of support for any member, affiliate, or representative or a designate to terrorist organization or narcotics trafficker, including elected members of government, will NOT be considered. This provision must be included in any sub- awards/sub-contracts issued under this award.

VI. AGENCY CONTACTS

Any prospective applicant desiring an explanation or interpretation of this NOFO must request it in writing by the deadline for questions specified on page 1, cover page. Information given to a prospective applicant concerning this NOFO will be furnished promptly to all other prospective applicants as a 'Questions and Answers' attachment to this NOFO. Any questions concerning this NOFO should be submitted in writing, by email, to WHA to WHAGrants@state.gov along with the project's title as outlined in the NOFO; the funding opportunity number; and applicant's legal name and organizational status.