



ATTACHMENT I – QUESTIONS AND ANSWERS

USAID is pleased to provide the following answers to the questions submitted by the various prospective applicants. Please note that based on the nature of questions received on the Round 3 NOFO, **USAID has decided to pursue Modality I only** at this time. Further, a request for concept papers on Modality 3 may be considered at a later stage depending on the outcome of the solicitation. Therefore, all questions related to Modality 3 and duplicated questions on modality I were removed. The questions and answers (Q&A) have been aligned with the solicitation format for ease of reference. Furthermore, the solicitation has been updated with highlighted changes to demonstrate areas that were affected by the Q&A.

A. GENERAL QUESTIONS

1. I am highly interested in your grant proposal. I cannot upload file electronically. Could you send the documents to me in PDF form please?

USAID Response: The NPI GH APS Round 3 document is already in PDF format and is available via the link below under “Related Documents” tab;
<https://www.grants.gov/web/grants/view-opportunity.html?oppld=321477>

2. When is round 3 going to be opened?

USAID Response: Round 3 NOFO is currently open and closes on December 11, 2019.

3. How many rounds are planned in total?

USAID Response: This SDVCA is in round 3 which is the Global Health NPI. Other rounds address different sectors and are determined by Washington.

4. Is it possible to receive a reminder when there is a newly opened call for proposals?

USAID Response: Yes. This requires subscribing for activity updates via www.grants.gov.

5. Is it possible to apply for a round only after registration to grants.gov?

USAID Response: Applications can be submitted to the specified email address on page 8 of Round 3 NOFO, without registration to Grants.gov.

B. QUESTIONS ON SECTION I: OVERVIEW OF FUNDING OPPORTUNITY

1. Can the concept note propose funding to the government of Zambia through a ministry or a district/provincial office?

USAID Response: No. Funding to the government of Zambia through a ministry or a district/provincial office is not within the scope of this project and would constitute Government to Government (G2G).

2. Given the broad scope of the APS and Round 3 call, does USAID have a preference for a proposed design that addresses a select number of service focus areas or a design that addresses the entire range of six service focus areas as specified on page 4 of the Round 3 call?

USAID Response: USAID has no preferred design modality but expects the full range of services described on page 4 to be provided.

3. Is it allowable to apply for a portion of the geographic areas, such as one or two provinces? Or should all applicants propose to cover the four provinces?

USAID Response: Any selected combination of some or all the geographic areas is permitted.

4. Since the target catchment areas are Central, Copperbelt, Lusaka and Southern provinces is the CBO supposed to apply to cater for all provinces or just in the province they are and apply for all districts or just one district.

USAID Response: Applicants can propose to cover as many of the listed provinces as possible in line with their organizational capability. However, the number of districts within provinces should align with PEPFAR priority districts; i.e. those with highest HIV disease burden or unmet need.

5. The APS lists the provinces of Central, Copperbelt, Lusaka and Southern as the focus of this Activity.
 - a. What is the minimum geographical and target population requirement to be considered eligible for an award?
 - b. Will the size of the Applicant's proposed geographical scope and/or target population influence USAID's decision to award (or not) a specific Concept Paper?

USAID Response: a. One province is the minimum number of provinces. b. No.

6. Can services be done in the USA?

USAID Response: No. The project focus is Zambia.

7. Could USAID please confirm which (if any) of the DREAMS package of services are anticipated to be implemented through SDVCA versus current DREAMS partners in Zambia and the anticipated Key and Priority Populations Mechanism? If none of the DREAMS package of services are to be implemented through SDVCA, could USAID please clarify how the project is expected to engage its target sub-population of AGYW vulnerable to HIV beyond referrals to other projects?

USAID Response: SDVCA is not expected to implement any DREAMS packages or activities. SDVCA will refer eligible OVC beneficiaries based on need to other partners implementing DREAMS in the same geographic area.

8. Round 3 is focuses on promoting new and under-utilized partnerships to accelerate and sustain HIV epidemic control in Zambia through the delivery of high impact HIV prevention, care and support services to **vulnerable children and adolescents (VCA) and their caregivers affected or infected by HIV**. However, per the language on page 3: “USAID envisages that the program will play a key role in DREAMS program and future “DREAMS-like” initiatives, which targets adolescent girls and young women (AGYW).” Can USAID clarify if vulnerable AGYW 18-24y/o are expected to be direct beneficiaries of layered services offered under SDVCA project?

USAID Response: As per MER2.4, SDVCA can support youths (including AGYW) aged 18-20 subject only if they are active beneficiaries of secondary school support or approved economic strengthening activity.

9. Can you please advise on how SDVCA’s systems strengthening component (page 4 of the NOFO, under Capacity Building) is envisioned to work in coordination or link to the anticipated G2G Technical Assistance award mentioned in USAID’s FY19 Q3 Question and Answers?

USAID Response: SDVCA system strengthening will focus on the capacity of district and community level structures that are required for direct service delivery. The G2G technical Assistance award will focus on the capacity of national and provincial structures to manage and account for donor funded programs and resources.

C. QUESTIONS ON SECTION II: AWARD INFORMATION

1. Section II. A (page 5): “USAID will not provide funds under this APS for products and services that it would otherwise purchase through a contract”. Can USAID provide further clarity on this, and examples of products or services which it would consider purchasing through a contract.

USAID Response: The quoted statement above means that an assistance award is anticipated under this APS.

2. Can USAID clarify the intended period of performance? Should this be conceptualized as a 3-year project or a 5-year project?

USAID Response: Subject to the availability of funds, USAID intends to make a five-year award.

3. How many awards will be made under this call? Is it one?

USAID Response: As stated on page 5 of the Round 3 NOFO, the actual number and type of assistance awards, if any, under Round 3: SDVCA is subject to the availability of funds, the interests and requirements of USAID, and the viability of applications received.

D. QUESTIONS ON SECTION III: ELIGIBILITY INFORMATION

1. Under Modality I, are direct awardees permitted to sub award to international NGOs for specific technical support needs?

USAID Response: Yes.

2. In trying to establish the threshold of \$25 million, which sources constitute the amount for this threshold. Is it possible that an institution could include other funding for as long it came from the American people though not through USAID? e.g. PEPFAR, GF, CDC.

USAID Response: The \$25M threshold relates to USAID funding received by an organization in the past five years. For example, if an organization received \$25M from USG Agency XYZ and only \$1M from USAID. It would be considered an underutilized USAID partner.

3. The criteria for a locally engaged partner is clear from the overall NPI APS. However, it is not clear at what level the criteria for “under-utilization” is assessed. For the purpose of Round 3; Kindly confirm that a “locally engaged partner” would be considered underutilized if they have managed less than \$25 million *in Zambia* over the past 5 years?

USAID Response: That’s correct. This is the criteria for an underutilized partner as explained on page 6 of the Round 3 NOFO.

4. Could USAID Zambia please clarify the definition of an underutilized organization as it relates to an “organization that has received less than \$25 million in direct or indirect awards from USAID over the past 5 years” and that the 5 years is “relative to when the organization is applying to a USAID procurement/funding opportunity.” Please explain how to calculate the five years. Is the five years (a) related to the most recent 5 calendar years or (b) related to the USG fiscal years or (c) related to the date when an organization submits the concept paper?

USAID Response: As stated in the Round 3 NOFO, the five years is relative to when the organization is applying for a USAID funding opportunity, which in this case is this Round 3, therefore it would be as of the date of the concept paper submission.

5. Could USAID please confirm that the self-certification statement and supporting documentation is only required for applicants under Modality I?

USAID Response: Self certification must be attached to the application for all institutions presented as Local Partners in the applications under modality I.

6. Self-Certification requirement: Can USAID please confirm that organizations are only required to list the documents to support the certification and that there is no need to submit the actual documents?

USAID Response: Only the self-certification is required at application stage. Documents for verification will be required at a later stage if the application is successful.

7. Can USAID please confirm the definition of a ‘local new’ organization? Could this be an organization that has been newly registered and has not received any direct or indirect funding from USAID?

USAID Response: No, this does not mean newly registered. New means new to USG funding above \$25 Million irrespective of when it was registered.

8. Are there any additional criteria, other than those listed on page 6 of the call for concept papers, to be considered as a local organization under Round 3 of the NPI APS?

USAID Response: There are no additional criteria outside those listed in the NOFO.

E. QUESTIONS ON SECTION IV: INFORMATION ON APPLICATION AND SUBMISSION

1. In light of the potentially complex partnering arrangements involved under the NPI APS (Round 3); Would USAID be willing to receive an attachment that outlines the anticipated structure and roles of a proposed consortium and how this aligns to NPI principles?

USAID Response: Any consortium must have the local entity as the ‘prime’ or ‘lead.’ This will be validated via the self-certification.

2. If an applicant successfully completes the concept note and co-creation phases and is then invited to submit a full application, would an applicant be allowed to make additional changes to its consortium prior to submission of the full application?

USAID Response: At the co-creation or full application phase USAID will engage the Applicant to address any weaknesses identified.

3. Is there a possibility that during the co-creation and/or full application phase, USAID may indicate preferences for changes to the makeup of a proposed consortium, including prime and sub roles?

USAID Response: At the co-creation or full application phase USAID will engage the Applicant to address any weaknesses identified.

4. Section C (page 9): standard 8.5” x 11 paper”. Please confirm if standard A4 be used rather than Letter size?

USAID Response: No, the standard 8.5” x 11” must be used.

5. The APS states, “figures, graphics, and tables may have less than Times New Roman 12-point font.” (page 9) Could USAID confirm that applicants may use a different font than Times New Roman that is less than 12-point?

USAID Response: For consistency purposes, figures, graphics, and tables must be all be written in Times New Roman.

6. This call for concepts is it allowed to submit the concept as a consortium of CBOs and if yes maximum how many?

USAID Response: Any consortium must have the local entity as the ‘prime’ or ‘lead’ that meets eligibility requirements specified in Round 3 (pg 6 and 7). The remaining make-up of the consortium is not restricted (i.e. international NGO’s may be a member of the consortium). Further, the applicants should make their own determination on the right number of members for the proposed consortium based on the RFA requirements. Also see question E.1.

7. The Concept form is in PDF, we are kindly requesting the one in word form for us to write on.

USAID Response: It has been provided as a word document in the attachments.

8. It is not quite clear from the call for concept papers if it would it be better for the application to come from an international organization’s head office or their locally established entity in Zambia. We assume it is the latter, but wanted to double check.

USAID Response: The application must be submitted by an entity that meets the eligibility requirements as specified for Modality 1 in Round 3 NOFO, page 6 and 7.

9. The APS states that “USAID will provide individual results to each applicant within 20 working days following the meeting of the Selection Committee or Technical Evaluation Committee.” (page 9) Given that concept papers are due December 3rd, can USAID please let us know when it plans to schedule the meeting of the Selection Committee or Technical Evaluation committee, to allow applicants to plan accordingly?

USAID Response: USAID is cognizant of the holidays and will not engage partners until after the new year.

10. Merit Review Criteria – On page 11 of the NOFO, USAID describes the criteria it will use to evaluate concept papers. Can USAID please confirm that there are four merit review criteria, as defined in the table, rather than three criteria as stated in paragraph text?

USAID Response: There are four merit review criteria as defined in the table on page 11 of the Round 3 NOFO. The corresponding narrative in the paragraph text has been amended accordingly.

11. The APS provides a wide variety of examples of co-creation, including discussion with USAID technical teams or a co-creation conference with other applicants. Can USAID please confirm whether there is an initial plan for how to conduct co-creation for this specific round? Further, if a co-creation conference is anticipated, we would like to kindly request that USAID provide as much advance notice as possible to accommodate regional/international travel.

USAID Response: USAID does not have a preferred co-creation approach for this Round. As stated on page 10 of the Round 3 NOFO, USAID will determine the need and extent of co-creation required with the successful concept paper applicants (those whose concept papers receive “Conditional Acceptance”).

12. Can USAID share any details related to the anticipated timing of the co-creation workshop?

USAID Response: After the new year, all applicants will be notified with ample time for planning.

13. On page 19 of the GH NPI APS document, it mentions that the co-creation workshop is also intended to identify potential consortia and partnerships to support new or existing solutions and activities. Therefore, is it allowable to submit a concept paper as an applicant for a sub role for a few specific components, seeking partnership with a prime applicant or as a prime, still seeking to take on other sub partners at co-creation stage?

USAID Response: No, all applicants/concept notes must be for the prime role.