



# USAID

FROM THE AMERICAN PEOPLE

Issue Date: May 28, 2021  
Deadline for Questions: June 11, 2021 (5:00 PM EST)  
Closing Date: July 28, 2021  
Closing Time: 5:00 PM (EST)

Subject: Notice of Funding Opportunity (NOFO) Number: 7200AA21CA00008

Program Title: Approval of Helping Survivors Heal Activity

Catalog of Federal Domestic Assistance (CFDA) Number: 98.001

Ladies/Gentlemen:

The United States Agency for International Development (USAID) is seeking applications for a cooperative agreement from qualified entities to implement the Approval of Helping Survivors Heal (HSH) activity. Please refer to the Program Description (Attachment A) for a complete statement of goals and expected results. The authority for this RFA is found in the Foreign Assistance Act of 1961, as amended.

USAID intends to make an award to the applicant(s) who best meets the objectives of this funding opportunity based on the merit review criteria described in this NOFO subject to a risk assessment. Eligible parties interested in submitting an application are encouraged to read this NOFO thoroughly to understand the type of program sought, application submission requirements and selection process.

To be eligible for award, the applicant must provide all information as required in this NOFO and meet eligibility standards in Section C of this NOFO. This funding opportunity is posted on [www.grants.gov](http://www.grants.gov), and may be amended. It is the responsibility of the applicant to regularly check the website to ensure they have the latest information pertaining to this notice of funding opportunity and to ensure that the NOFO has been received from the internet in its entirety. USAID bears no responsibility for data errors resulting from transmission or conversion process. If you have difficulty registering on [www.grants.gov](http://www.grants.gov) or accessing the NOFO, please contact the Grants.gov Helpdesk at 1-800-518-4726 or via email at [support@grants.gov](mailto:support@grants.gov) for technical assistance.

USAID may not award to an applicant unless the applicant has complied with all applicable unique entity identifier and System for Award Management (SAM) requirements detailed in Section D.6(g). The registration process may take many weeks to complete. Therefore, applicants are encouraged to begin registration early in the process.

Please send any questions to the point(s) of contact identified in Section D. The deadline for questions is shown above. Responses to questions received prior to the deadline will be furnished to all potential applicants through an amendment to this notice posted to [www.grants.gov](http://www.grants.gov).

Issuance of this NOFO does not constitute an award commitment on the part of the Government nor does it commit the Government to pay for any costs incurred in preparation or submission of comments/suggestions or an application. Applications are submitted at the risk of the applicant. All preparation and submission costs are at the applicant's expense.

Thank you for your interest in USAID programs.

Sincerely,

G. Serapis Irby  
Agreement Officer

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## SECTION A: PROGRAM DESCRIPTION

This funding opportunity is authorized under the Foreign Assistance Act (FAA) of 1961, as amended. The resulting award will be subject to 2 CFR 200 – Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, and USAID’s supplement, 2 CFR 700, as well as the additional requirements found in Section F.

### I. BACKGROUND

Since 1999, USAID’S Victims of Torture (VOT) program, in line with Torture Victims Relief Act (TVRA), has assisted in the treatment and rehabilitation of individuals experiencing the physical and psychological effects of torture through direct service provision to survivors, their families, and communities. The program has partnered with international and local NGOs and has worked to strengthen the capacity of local institutions to deliver mental health and psychosocial support (MHPSS) services to survivors. Past activities have directly supported service delivery to survivors of torture in Cambodia, Sri Lanka, Zimbabwe and South Africa, among others.

The TVRA outlines the following:

- 1) torture means an act committed by a person acting under the color of law specifically intended to inflict severe physical or mental pain or suffering, (other than pain of suffering incidental to lawful sanctions) upon another person within his custody or physical control.
- 2) severe mental pain or suffering means the prolonged mental harm caused by or resulting from:
  - A) the intentional infliction or threatened infliction of severe physical pain or suffering
  - B) the administration or application or threatened administration or application of mind-altering substances or other procedures calculated to disrupt profoundly the sense or the personality or
  - C) the threat of imminent death or
  - D) the threat that another person will immediately be subjected to death, severe physical pain or suffering or the administration or application of mind-altering substances or other procedures calculated to disrupt profoundly the sense or the personality.

The term torture includes the use of rape and other forms of sexual violence by a person acting under the color of law upon another person under their custody or physical control.

HSH also supports the treatment and healing needs of those who have experienced trauma as a result of war or intercommunal violence.

The VOT program has defined four interconnected strategic pillars, as described in detail below:

- 1) improving provision of quality, accessible services to support the treatment and healing of victims of torture and trauma, 2) strengthening the MHPSS workforce, 3) strengthening mental health systems, and 4) supporting research on effective MHPSS interventions for survivors in low-resource settings. *This activity is primarily focused on strategic pillars 1 and 2 but may coordinate with other VOT program work focused on pillars 3 and 4.*

### Provision of Quality, Accessible Services

It is often difficult for survivors of torture to locate services that effectively address their psychological and social needs. The VOT program aims to strengthen in-country access to MHPSS services that are culturally appropriate and rooted in empirical evidence. Past projects have featured capacity building of organizations and clinical practice to improve and sustain services for torture survivors through local providers.

### Workforce development

The gap between MHPSS needs and service availability is significant in USAID countries. MHPSS service delivery will not be sustainable without adequate training and development of an MHPSS workforce. Past projects have included development of a global competency-based training and evaluation tool for service providers (including minimally trained providers) and supporting the development of university curricula to train professionals.

### Systems Strengthening

The long-term sustainability of MHPSS services requires the integration of these services in country-led systems (where appropriate). Often, torture survivors' first point of access is not through specialized community-based treatment organizations, but through health, education, and social service sectors that often lack the ability to provide (or even recognize) the type of care survivors need. By ensuring that these systems are able to identify and provide the necessary MHPSS care - long after donor support ends - USAID recognizes the importance of investing in whole systems.

### Research on Effective MHPSS

Using rigorous research methods, USAID is supporting research on specialized MHPSS interventions that address the unique mental health needs of survivors of torture, and leading efforts to determine the type of interventions most effective in improving the functioning and well-being of survivors.

## **II. PROGRAM GOAL & OBJECTIVES**

The goal of HSH is to expand access to appropriate evidence based MHPSS services to all survivors of torture in need.

To achieve this goal, the objectives of this activity are to:

- 1) Provide MHPSS services to help restore the functioning and wellbeing of those affected by torture and trauma,

- 2) Enhance the effectiveness of community-based and local organizations through targeted capacity-building efforts, and
- 3) Build the capacity of the MHPSS workforce.

These objectives can be achieved through capacity building at two levels: organizational-level capacity (i.e., building the leadership, management, and administrative functions of the organization) and technical and clinical capacity (i.e., building the technical knowledge and skills of the clinical staff).

All activities that support these objectives should be culturally grounded and inclusive of marginalized groups and/or individuals in vulnerable situations, with consideration of gender. Applicants should also ensure the sustainability of the activity, including analyzing potential barriers to achieving the program objectives and building elements to address these barriers into the program design.

### **III. Organizational Level Capacity Building**

- I. **Organizational Capacity Development:** This activity aims to strengthen the organizational capacity of community based MHPSS organizations. Many community-based organizations providing care for survivors of torture are operating with limited resources to meet current needs, let alone strategies and infrastructure that will allow them to plan for and respond to future demands.

A successful organizational capacity development approach may include, but is not limited to fostering effective leadership, enhancing management and administrative capabilities, building linkages with other institutions, improving fundraising capabilities, and positioning organizations to act as an advocacy voice for treatment and healing in the community. Community organizations must be involved in assessing their own organizational development needs, which should lead to an institutional strengthening plan, developed in collaboration with the Awardee. The institutional strengthening plan should include defined benchmarks for “graduating” organizations from this type of technical assistance.

The Applicant should also propose innovative strategies to provide graduated organizations with continued opportunities to build professional and organizational capacity that don’t rely on intensive and direct training from the Awardee, as detailed further in Section B, below.

- A. **Sub-grants for direct service delivery:** In conjunction with the above assistance, this activity will provide funding through sub-grants to community organizations to support the delivery of services to beneficiaries. The Applicant should put forth a strategy that prioritizes subgrant

funding. Sub-grant funding should be flexible and can support any critical needs of partner organizations, including core costs, workforce development, and organizational capacity development needs.

- B. **Supporting networks of MHPSS organizations:** Even as organizations move towards sustainability and consistently to provide high-quality services, it is still important to have access to professional networks and development opportunities. This activity should provide ongoing training and mentoring opportunities for local organizations, even those that are not the Awardee of sub-grants or direct capacity-building efforts. This could include, but is not limited to, support for communities of practice, facilitation of professional networks, linkages to existing mental health networks etc.

This activity should not create parallel systems with other global mental health networks but interact with global systems for ongoing sustainability.

## II. **Clinical Capacity Building and Workforce Development**

- 1. **Mental Health and Psychosocial Services:** Organizational capacity building needs to be conducted in tandem with efforts that aim to improve the technical skills of local staff. There continues to be a significant gap in the number of professionals with the technical competencies to provide MHPSS services in targeted areas. This activity will support workforce development through: 1) training and supervision of lay workers or paraprofessionals to provide effective interventions, and 2) building the technical capacity of mental health professionals to further develop their own technical skillset, including supervision of a paraprofessional and mental health workforce.

This activity aims to increase the capacity of MHPSS professionals, lay workers, and paraprofessionals through: 1) training in locally adapted and locally validated assessments of mental health and well-being, 2) training in evidence-based interventions across all levels of the MHPSS Intervention Pyramid (IASC, 2007) and monitoring change in symptom presentation, 3) ongoing monitoring and evaluation to help inform individual care, 4) supporting clinical supervision capacity and systems (which will include staff care options), 5) risk assessment and safety planning for individual survivors of torture, 6) case management, 7) integrating “do no harm” approaches, and 8) strengthening linkages with other service providers to support effective referral pathway across levels of MHPSS care.

The Applicant should have clear criteria for selecting the mental health interventions for training, describe interventions and their suitability to the culture and needs of populations being served, and have a strategy for measuring the effectiveness of interventions selected for training, when appropriate. The applicant must apply a culturally relevant approach that, at a minimum, is gender aware (if not gender transformative).

Offer should adhere to the MHPSS IASC Guidelines, with particular attention to working across multilayer supports, and avoiding the creation of parallel processes. Additionally, organizations can make use of global guidance such as the SPHERE standards, Quality Rights, and other globally recognized MHPSS tools and guidance.

2. **Path to professionalization:** Mental health workforce shortage is a significant concern in targeted countries. One strategy for addressing the shortage of MHPSS providers has been to train non-specialists, including lay workers with limited education in mental health, and paraprofessionals. While training of lay workers and paraprofessionals in MHPSS has been an important advancement in addressing the shortage of providers, there is often not a path to professionalization. The applicant should describe activities which support a path to professionalization, ensuring that individuals have an opportunity to advance their own careers. Applicants are to put forth innovative strategies that help individuals interested in turning their MHPSS volunteer or part-time work into a profession.

Applicants are to provide rationale why they believe their strategy would be effective in the local context. Strategies may include, but are not limited to, education and training. The strategy should be locally appropriate and tailored to the local context and may incorporate local academic institutions and relevant government ministries. Direct collaboration with the government should be prioritized, when possible. However, the appropriateness of working with local government must be determined by context, especially considering the nature of the state's role as a perpetrator, facilitator, or enabler of torture, trauma, and violence.

**Rapid Response:** This activity may need to quickly respond to new crises that arise during the period of performance where torture has been perpetrated on a significant scale (either throughout the general population, or of a particular group or sub-set of the population). This program will allocate a small percentage (up to 15% of the total program budget) for rapid response. Consistent with USAID's approach to adaptive



management, and in consultation with USAID, funds may be utilized for urgent situations that require a higher level of effort in an existing country of implementation, or an emerging situation elsewhere. This activity would address MHPSS concerns, provide a situational awareness and make recommendations in accordance with the Inter-Agency Standing Committee (IASC) Guidelines on Mental Health and Psychosocial Support in Emergency Settings. Should some or all the emergency response funds not be used by the end of the project, the Awardee can deploy the funds for final project-related expenses.

**Geographic Focus:** This activity is expected to be global in scope and address the needs of victims of torture in multiple countries and regions. The applicant should propose countries to establish programming based on the following criteria:

1. **Demonstrated need of MHPSS services:** Selecting countries with a significant portion of the local population (either a specific sub-group or widespread) that is affected by torture or trauma and/or selecting countries where recent uptick in human rights violations has led to greater MHPSS needs by marginalized groups or individuals in vulnerable situations.
2. **Partnering with local organizations:** Existence of organizations with an enduring in-country presence that serve the MHPSS needs of victims of torture and trauma.

Final selection of countries will be done in consultation with USAID, and it is dependent on Mission concurrence.

**Monitoring Evaluation and Learning (MEL):** Project learning and adaptation is key to successful implementation and it should be partnered with efforts to share what has been learned with key partners.

An efficient, cost-effective, and timely monitoring plan will guide the project to make course-corrections and adapt to changing conditions. The Applicant should describe their proposed approach to monitor project performance, including illustrative performance indicators and targets to measure:

- Capacity building efforts, both at the clinical and organizational level
- The quality-of-service delivery and client outcomes. This includes indicators related to fidelity to the treatment/service models, reduction in symptoms, and the function of program clients.

The applicant should also incorporate standard F indicators, including:

- ES.4-1 (Number of vulnerable persons benefiting from USG-supported social services)
- ES.4-2 (Number of service providers trained who serve vulnerable persons)
- ES.4-3 (Number of USG-assisted organizations and/or service delivery systems that serve vulnerable persons strengthened).

Further, the Applicant should describe how the program will ensure that instruments and processes assessing indicators are culturally appropriate and locally valid.

The Applicant should include a description of the proposed learning plan, including any proposed research and/or evaluation. While research questions may be submitted for consideration, applicants should focus on formative and process evaluation questions and situational or needs assessments. Such internal evaluations (conducted by the Awardee) are subject to review and approval by USAID. Further, USAID may procure an independent evaluation of this award.

The learning section should describe learning questions or knowledge gaps. The applicant should be clear on strategy to utilize minimal but sufficient data to adaptively manage interventions.

Using a gender and inclusion lens (including inclusive of age) is an important factor in this activity and should be done in an integrated manner, noting constraints and opportunities. As such, the applicant should also describe its approach to gender and social inclusion. The Awardee is required to submit a Gender Analysis<sup>[1]</sup> that speaks to the pathways by which gender and gender norms influence mental health in each country or region and be clear on ways they anticipate incorporating findings in the implementation of the activity.

#### **IV. USAID PRINCIPLES OF PRACTICE IN ASSISTING TORTURE SURVIVORS**

USAID believes that a number of fundamental principles must be incorporated in the implementation of all programs for torture-affected populations. These principles derive from an underlying commitment to (1) increase access to services that promote healing and improve the status and function of victims of torture; (2) improve the quality of interventions for torture-affected individuals through the study of the impact of interventions and 3) and abide by “do no harm” principles.

##### **I. Inclusive Development**

USAID’s [Suggested Approaches for Integrating Inclusive Development Across the Program Cycle and in Mission Operations - ADS 201 Additional Help](#) demonstrates the Agency’s commitment to ensuring that every person, regardless of identity, is

instrumental in the transformation of their own societies and their inclusion in our development programming is critical to meeting our development objectives. USAID promotes a nondiscriminatory, inclusive, and integrated development approach that ensures that all people, including those who face discrimination, can actively participate in and benefit from development processes and activities. It is important to note that many survivors of torture belong to historically marginalized groups that have been denied access to legal protection or social and economic participation for historical, cultural, political, and/or other contextual reasons.

Such groups may include, but are not limited to, women and girls, persons with disabilities, Lesbian, Gay, Bisexual, Transgender, Queer, and Intersex (LGBTQI+) people, displaced persons, migrants, indigenous persons and communities, youth and the elderly, religious minorities, ethnic minorities, and people in lower castes. These groups are more likely to experience discrimination in the application of laws and policy and/or access to resources, services, and social protection. To ensure increased access to services, the applicant's approach should include thoughtful consideration for intersectionality of identity and strategy that will ensure victims of torture, regardless of their identity, are able to participate in development programming.

## **II. Do No Harm**

There are two guiding key principles when working with marginalized groups, including victims of torture: “do no harm” and “do nothing about them without them.” When making efforts to support victims of torture through our programming, the Applicant should 1) take measures to ensure that programming does not put any individual or community at increased risk of harm, and 2) consult with victims of torture and stakeholders to understand their needs and priorities.

With respect to “Do No Harm,” the Applicant's approach should include safeguards that help ensure individuals or groups are not put at increased risk of harm. This includes incorporating measures to ensure privacy and confidentiality of beneficiaries, minimizing re-traumatization, protecting communications, and utilization of appropriate MHPSS interventions. Further, the Applicant should demonstrate a thoughtful consideration for safety and security concerns of beneficiaries whose identity is linked to a historically marginalized group in a country or are currently in a vulnerable situation.

With respect to “do nothing about them without them,” the Applicant will engage in consultations with local organizations and stakeholders before and throughout any engagement designed to support victims of torture. The Applicant should put forth thoughtful strategies that will ensure continuous consultations with individuals and

groups to better understand their needs, priorities, concerns, and guidance. These stakeholder consultations enhance the effectiveness of our engagement and help ensure we abide by our other principle of “do no harm.”

### III. **Community-based**

To be accessible, interventions need to be based in communities where survivors live. Referral networks incorporating professionals at all levels of technical expertise in rural and urban settings improve coverage and opportunities for survivors to receive the services they most need. The design of community-based mental health interventions specific to torture affected populations should be appropriate for low resource environments.

### IV. **Culturally-grounded**

USAID recognizes the importance of understanding local definitions of function, mental health and well-being. Qualitative assessment methods can help identify local meanings, evolve appropriate strategies and interventions to improve the status of torture survivors, and contribute to a baseline of information that can serve as a marker of progress.

### V. **Impact-focused**

The organizations that USAID supports must demonstrate the effectiveness and impact of interventions to improve the functioning and well-being of victims of torture and build an evidence base for practice. USAID asks that Awardee incorporate monitoring and evaluation systems to measure improvements. Interventions should be matched to population needs. Culturally adapted measurement or screening mechanisms should be employed to determine the need and most appropriate services for affected populations.

### VI. **Comprehensive**

Affected populations have a variety of needs and often experience diversity in emotional and physical response to these experiences, both short-term and long-term. Interventions should be comprehensive in addressing the psychological, medical, and social needs of survivors. Services for torture affected individuals could incorporate referrals to other services that may promote healing, such as specialized medical care, physical rehabilitation, documentation of experiences, and mental health support and socio-economic activities which can help individuals reintegrate into families and communities.

### VII. **Collaborative**

Collaboration with and among other organizations is critical to ensuring a holistic and integrated approach. USAID supports interventions that build and strengthen existing community networks and resources. Working through local organizations, USAID hopes to improve access to services and strengthen responses to torture.

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## **SECTION B: FEDERAL AWARD INFORMATION**

### **1. Estimate of Funds Available and Number of Awards Contemplated**

USAID intends to award one (1) Cooperative Agreement pursuant to this notice of funding opportunity. Subject to funding availability and at the discretion of the Agency, USAID intends to provide \$17,000,000.00 in total USAID funding over a five (5) year period. Applications for renewal or supplementation of existing projects are not eligible to compete with applications for new Federal awards.

### **2. Start Date and Period of Performance for Federal Awards**

The anticipated period of performance is five (5) years. The estimated start date will be July/August, 2021. The actual start date will be determined at the time of award.

### **3. Substantial Involvement**

USAID has determined that substantial involvement is necessary during the performance of any award made as a result of this NOFO. The following areas of substantial involvement are anticipated:

- a. Approval of the Awardee's Implementation Plans.
- b. Approval of the Awardee's Monitoring, Evaluation, and Learning (MEL) Plan.
- c. Approval of Specified Key Personnel.

The Implementation Plan and MEL Plan will be submitted post-award. Further details about these plans will be determined at the time of award.

### **4. Authorized Geographic Code**

The geographic code for the procurement of commodities and services under this program is **937** – the United States, the Awardee country, and developing countries other than advanced developing countries, but excluding any country that is a prohibited source.

### **5. Nature of the Relationship between USAID and the Awardee**

The principal purpose of the relationship with the Awardee and under the subject program is to transfer funds to accomplish a public purpose of support. The successful Awardee will be responsible for ensuring the achievement of the program objectives and the efficient and effective administration of the award through the application of sound management practices. The Awardee will assume responsibility for administering Federal funds in a manner consistent with underlying agreements, program objectives, and the terms and conditions of the Federal award.

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## **SECTION C: ELIGIBILITY INFORMATION**

### **1. Eligible Applicants**

Eligibility for this NOFO is not restricted.

U.S. and non-U.S. non-governmental organizations are eligible to apply.

Public International Organizations (PIOs) may not apply for funding under this opportunity. Please refer to ADS Chapter 308 for USAID policy on defining PIOs: <https://www.usaid.gov/ads/policy/300/308>.

USAID welcomes applications from organizations that have not previously received financial assistance from USAID.

### **2. Cost Sharing or Matching**

*Cost sharing or matching* means the portion of project costs not paid by Federal (USG) funds. Cost share may include project costs incurred by the Awardee from its own funds, or project costs financed with cash, services, or property contributed or donated to the Awardee from other non-USG sources, including sub-Awardees. Cost share becomes a condition of an award when it is part of the approved award budget. Cost sharing is not required for applicants to be eligible to receive USAID funding under this NOFO. Applicants may voluntarily propose cost share if it will contribute to the sustainability of the activity. For Awardee contributions to qualify as cost share, the cost share must be verifiable from the Awardee's records. Cost share can be audited. For U.S. entities, cost share is subject to the requirements of 2 CFR 200.306, 2 CFR 700.10, and the Standard Provision, "Cost Sharing (Matching)"; for non-U.S. entities it is subject to the Standard Provision, "Cost Share." Refer to Section F of this NOFO for links to these regulations and policies.

### **3. Other**

Applicants may submit only one application as the prime applicant under this NOFO.

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## SECTION D: APPLICATION AND SUBMISSION INFORMATION

### 1. Agency Point of Contact

Mr. G. Serapis Irby  
Acquisition & Assistance Officer  
U.S. Agency for International Development  
500 D Street SW  
Washington, D.C. 20547  
Email: [girby@usaid.gov](mailto:girby@usaid.gov)

### 2. Questions and Answers

Questions regarding this NOFO must be submitted in writing via e-mail to [girby@usaid.gov](mailto:girby@usaid.gov) no later than the date and time indicated on the cover letter, as amended. Any information given to a prospective applicant concerning this NOFO will be furnished promptly to all other prospective applicants as an amendment to this NOFO, if that information is necessary in submitting applications or if the lack of it would be prejudicial to any other prospective applicant.

### 3. General Content and Form of Application

Preparation of Applications:

Each applicant must furnish the information required by this NOFO. Applications must be submitted in two separate parts: The Technical Application and the Business (Cost) Application. This subsection addresses general content requirements applying to the full application. Please see subsections 5 and 6, below, for information on the content specific to the Technical and Business (Cost) applications. The Technical application must address technical aspects only while the Business (Cost) Application must present the costs, and address risk and other related issues.

Both the Technical and Business (Cost) Applications must include a **cover page** containing the following information:

- Name of the organization(s) submitting the application;
- Identification and signature of the primary contact person (by name, title, organization, mailing address, telephone number and email address) and the identification of an alternate contact person, if any (by name, title, organization, mailing address, telephone number and email address);
- Program name
- Notice of Funding Opportunity number
- Name of any proposed sub-Awardees or partnerships (identify if any of the organizations are local organizations, per USAID's definition of 'local entity' under ADS 303).

Any erasures or other changes to the application must be initiated by the person signing the application. Applications signed by an agent on behalf of the applicant must be accompanied by evidence of that agent's authority, unless that evidence has been previously furnished to the issuing office.

Applications must comply with the following:

- USAID will not review any pages in excess of the page limits noted in the subsequent sections. Please ensure that applications comply with the page limitations.
- Written in English.
- Use standard 8 ½" x 11", single sided, single-spaced, no smaller than 12-point Times New Roman font, 1" margins, and consecutive page numbering.
- 10-point font may be used for graphs and charts. Tables, however, must comply with the 12-point Times New Roman requirement.
- Submitted via Microsoft Word or PDF formats (with Optical Character Recognition), except budget files which must be submitted in Microsoft Excel with all cells unlocked and no hidden formulas or sheets. A PDF version of the Excel spreadsheet may be submitted in addition to the Excel version at the applicant's discretion, however, the official cost application submission is the unlocked Excel version. Signature pages may be scanned PDF.
- The estimated start date identified in Section B of this NOFO should be used in the cost application.

Applicants must review, understand, and comply with all aspects of this NOFO. Failure to do so may be considered as being non-responsive and may be evaluated accordingly. Applicants should retain a copy of the application and all enclosures for their records.

#### **4. Application Submission Procedures**

Applications in response to this NOFO must be received no later than the closing date and time indicated on the cover letter, as amended. Late applications will not be reviewed nor considered. Applicants must retain proof of timely delivery in the form of system generated documentation of delivery receipt date and time or confirmation from the receiving office.

Applications must be submitted electronically by email to [girby@usaid.gov](mailto:girby@usaid.gov). Email submissions must include the NOFO number and applicant's name in the subject line heading. In addition, for an application sent by multiple emails, the subject line must also indicate whether the email relates to the technical or cost application, and the desired sequence of the emails and their attachments (e.g., "No. 1 of 4", etc.). For example, if your cost application is being sent in two emails, the first email should have a subject line that states: "[NOFO number], [organization name], Cost Application, Part 1 of 2".

After submitting an application electronically, applicants should immediately check their own email to confirm that the attachments were indeed sent. If an applicant discovers an error in transmission, please send the material again and note in the subject line of the email that it is a "corrected" submission. Do not submit more than once unless there has been a change, and if so, please note that it is a "corrected" submission.

Applicants are reminded that email is NOT instantaneous, and in some cases delays of several hours occur from transmission to receipt. Therefore, applicants are requested to send the application in sufficient time ahead of the deadline. For this NOFO, the initial point of entry to the government infrastructure is the USAID mail server.

There may be a problem with the receipt of \*.zip files due to anti-virus software. Therefore, applicants are discouraged from sending files in this format as USAID cannot guarantee their acceptance by the internet server. File size must not exceed 50MB.

USAID bears no responsibility for data errors resulting from transmission or conversion processes associated with electronic submissions.

## **5. Technical Application Format**

The technical application shall not exceed **25 pages** (excluding the authorized annexes). The application shall be written in English, using Microsoft Word, Times New Roman, 12-point font on standard 8 1/2" x 11" paper (210 mm by 297mm paper), single spaced, each page numbered consecutively, and no less than 1" margins on all sides. Footnotes, charts, and tables will be included in the page limit requirement.

The Application must include the following, in the order presented below:

### **A. Cover Sheet**

- Name and contact information of the primary applicant
- Name of all organizations that are members of the consortium
- DUNS and EIN number for primary applicant
- Approval signatures by appropriate officials of the primary applicant

### **B. Table of Contents**

### **C. Executive Summary**

- This section must be a succinct summary of the program and contain information that the applicant believes best represents a summary of the proposed program activities.

### **D. Technical Approach**

- The technical approach must demonstrate an in-depth understanding of the MHPSS needs of victims of torture on a global scale, outline specific activities that aim to build individual and organizational-level capacity in MHPSS, and explain how the proposed activities would help achieve the activity objectives.
- The technical approach must clearly address the factors outlined in the evaluation criteria of this solicitation.
- Technical approach must address the following:
  - **Organizational level capacity development:**
    - **Organizational Capacity Development** - This activity aims to strengthen the organizational capacity of community-based MHPSS organizations. A successful organizational capacity development approach may include, but

is not limited to, fostering effective leadership, enhancing management and administrative capabilities, building linkages with other institutions, improving fundraising capabilities, and positioning organizations to act as an advocacy voice for treatment and healing in the community.

- **Sub-grants for direct service delivery** - In conjunction with the above assistance, this activity will provide funding through sub-grants to community organizations to support the delivery of services to beneficiaries.
- **Supporting networks of MHPSS organizations** - This activity will provide ongoing training and mentoring opportunities for local organizations, even those that are not the recipient of sub-grants or direct capacity-building efforts
- **Clinical Capacity Building and Workforce Development**
  - **Mental Health and Psychosocial Services** - This activity will provide ongoing training and mentoring opportunities for local organizations, even those that are not the recipient of sub-grants or direct capacity-building efforts.
  - **Path to professionalization** - The applicant should describe activities which support a path to professionalization for non-specialists, including lay workers with limited education in mental health and paraprofessionals who are providing MHPSS, ensuring that individuals have an opportunity to advance their own careers. Applicants are to put forth innovative strategies that help individuals interested in turning their MHPSS volunteer or part-time work into a profession.
- **Rapid Response:** This activity may need to quickly respond to new crises that arise during the period of performance where torture has been perpetrated on a significant scale (either throughout the general population, or of a particular group or sub-set of the population). This program will allocate a small percentage of a program budget for rapid response.
- **Geographic Focus:** This activity is expected to be global in scope and address the needs of victims of torture in multiple countries and regions. The applicant should propose countries to establish programming based on the following criteria:
  - **Demonstrated need of MHPSS services:** Selecting countries with a significant portion of the local population (either a specific sub-group or widespread) that is affected by torture or trauma and/or selecting countries where recent uptick in human rights violations has led to greater MHPSS needs by marginalized groups or individuals in vulnerable situations.
  - **Partnering with local organizations:** Existence of organizations with an enduring in-country presence that serve the MHPSS needs of victims of torture and trauma.

- **Gender and Social Inclusion**

- The Applicant should describe how the technical approach will integrate gender and social inclusion considerations. The Awardee will be required to submit a Gender Analysis during project implementation that speaks to the pathways by which gender and gender norms influence mental health and be clear on ways they anticipate incorporating findings in the implementation of the activity.

**E. Monitoring Evaluation and Learning Strategy**

- Applicants should describe their proposed approach to monitor project performance, including illustrative performance indicators and targets. The application should also describe the proposed evaluation and learning strategy.
- **Management and Staffing Approach (maximum three (3) pages – included in the 25-page limit)**
  - The Applicant must describe an appropriate management structure to achieve intended results. The submission must include an organizational chart as well as a description of the proposed regional office structure, if applicable.
  - The applicant must propose Key Personnel, its staffing plan, and management plan with clear communication and reporting lines. Applicants must include a summary organizational chart for the HSH activity which shows the total number of positions proposed as well as interstaff relationships and lines of communication.
  - The Applicant should propose candidates for each position designated as Key Personnel [Chief of Party (COP), Mental Health and Psychosocial Support Senior Manager, Organizational Capacity Development Manager, and MEL officer]:
    - For each Key Personnel position, the Applicant must submit the following:
      - 1) Brief justification for the proposed Key Personnel position including a description of the roles and responsibilities
      - 2) List of minimum requirements consistent with the proposed technical approach and how they meet or exceed the minimum requirements; and
      - 3) Resume with three references including telephone numbers and email addresses;
- **Annexes (not included in 25-page limit)**

The following three annexes to the Technical Application are authorized. No additional annexes and other supporting documentation will be reviewed and evaluated.

**Annex 1 – Key Personnel Resume(s) (maximum three (3) pages per resume)**

Refer to Section A of this NOFO for the position description and minimum qualifications. This Annex must include a current and complete resume for the individual proposed as Chief of Party that clearly details the individual’s requisite qualifications and experience

demonstrating how the individual meets the minimum qualifications. The resume must also include a minimum of three (3) professional references within the last ten (10) years, with current contact information including email addresses and telephone numbers. USAID may contact other references than those provided in the application. Further, USAID may designate alternative positions as Key Personnel at the time of award should the management and staffing plans warrant this.

**Annex 2 – Organizational Chart / Organogram (maximum two (2) pages)**

Applicants must submit an organizational chart(s) or organogram(s) as an Annex.

**Annex 3 - List of Relevant Projects (maximum one page) (optional)**

Applicants may submit a list of projects demonstrating their relevant experience as it pertains to Institutional Capability. Suggested details may include years of performance, funding level, donor, place(s) of performance. Submission of this annex is optional.

**6. Business (Cost) Application Format**

The Business (Cost) Application must be submitted separately from the Technical Application. While no page limit exists for the full cost application, applicants are encouraged to be as concise as possible while still providing the necessary details. The business (cost) application must illustrate the entire period of performance, using the budget format shown in the SF-424A.

Prior to award, applicants may be required to submit additional documentation deemed necessary for the Agreement Officer (AO) to assess the applicant’s risk in accordance with 2 CFR 200.205. Applicants should not submit any additional information with their initial application.

The Cost Application must contain the following sections, unless otherwise noted for submission or completion at a later time:

**(a) Cover Page** (See Section D.3 above for requirements)

**(b) SF 424 Form(s)**

The applicant must sign and submit the cost application using the SF-424 series, which includes the Application for Federal Assistance (SF-424) and Budget Information for Non-Construction Programs (SF-424A). Standard Forms and form instructions can be accessed electronically at [www.grants.gov](http://www.grants.gov) or using the following link: <https://www.grants.gov/web/grants/forms/sf-424-family.html>

Failure to accurately complete these forms could result in the rejection of the application.

**(c) Required Certifications and Assurances**

The applicant must complete the following documents and submit a signed copy with their application:

- (1) “Certifications, Assurances, Representations, and Other Statements of the Awardee” document found at <http://www.usaid.gov/sites/default/files/documents/1868/303mav.pdf>
- (2) Assurances for Non-Construction Programs (SF-424B), which can be accessed electronically at [www.grants.gov](http://www.grants.gov) or using the following link: <https://www.grants.gov/web/grants/forms/sf-424-family.html>
- (3) Certificate of Compliance: Please submit a copy of your Certificate of Compliance if your organization's systems have been certified by USAID/Washington's Office of Acquisition and Assistance (M/OAA).

#### **(d) Budget and Budget Narrative**

The applicant must submit a Budget and Budget Narrative. The Budget must be submitted as one unprotected Microsoft Excel file with visible formulas and references and must be broken out by project year, including itemization of the federal and any non-federal (cost share) amount. Files must not contain any hidden or otherwise inaccessible cells. Budgets with hidden cells lengthen the cost analysis time required to make an award and may result in a rejection of the cost application. Proposed costs must be in U.S. dollars. The Budget Narrative must contain sufficient detail to allow USAID to understand the proposed costs. The applicant must ensure the budgeted costs address any additional requirements identified in the NOFO, such as Branding and Marking. The Budget Narrative must be thorough, including sources for costs to support USAID’s determination that the proposed costs are fair and reasonable.

The Budget should include the following worksheets or tabs, and contents, at a minimum:

- Summary Budget, inclusive of all program costs (federal and non-federal), broken out by major budget category per the SF-424A and by year for activities implemented by the applicant and any potential subawardees for the entire period of the program. Please see Annex 1 for a Summary Budget Template that applicants may use.
- Detailed Budget, including a breakdown by year, sufficient to allow the Agency to determine that the costs represent a realistic and efficient use of funding to implement the applicant’s program and are allowable in accordance with the cost principles found in 2 CFR 200 Subpart E.
- Detailed Budgets for each proposed subawardee (if any), for all federal funding and cost share, broken out by budget category and by year, for the entire implementation period of the project.

The Detailed Budget should contain the following budget categories and information, as applicable:

- 1) **Personnel** – Salaries must be proposed consistent with 2 CFR 200.430 Compensation - Personal Services. Provide the position title, salary rate, level of effort, and salary escalation factors for each position. Allowances, when proposed, must be broken down by specific type

and by position. Applicants must explain all assumptions in the Budget Narrative. The Budget Narrative must demonstrate that the proposed compensation is reasonable for the services rendered and consistent with what is paid for similar work in other activities of the applicant. Applicants must provide their established written policies on personnel compensation. If the applicant's written policies do not address a specific element of compensation that is being proposed, the Budget Narrative must describe the rationale used and supporting market research.

- 2) **Fringe Benefits** (if applicable) – If the applicant has a fringe benefit rate approved by an agency of the U.S. Government, the applicant must use such rate and provide evidence of its approval. If an applicant does not have a fringe benefit rate approved, the applicant may propose a rate and explain how the applicant determined the rate. In this case, the Budget Narrative must include a detailed breakdown, comprised of all items of fringe benefits and the costs of each, expressed in U.S. dollars and as a percentage of salaries.
- 3) **Travel** – Provide details to explain the purpose of proposed trips, the number of trips, the origin and destination, the number of individuals traveling, and the duration of the trips. Per Diem and associated travel costs must be based on the applicant's normal travel policies. When appropriate please provide supporting documentation as an attachment, such as company travel policy, and explain assumptions in the Budget Narrative.
- 4) **Equipment** - Provide details on the proposed procurement of any equipment and the type/model and the cost per unit and quantity. In accordance with 2 CFR 200.33, equipment means tangible personal property (including information technology systems) having a useful life of more than one year and a per-unit acquisition cost which equals or exceeds the lesser of the capitalization level established by the non-Federal entity for financial statement purposes, or \$5,000. Indicate in the Budget Narrative the capitalization level established by the applicant organization. The Budget Narrative must include the purpose of the equipment and basis for the estimate.
- 5) **Supplies** - Provide details on the procurement of any proposed supplies and the cost per unit and quantity. In accordance with 2 CFR 200.94, supplies means all tangible personal property other than those described in §200.33 Equipment. A computing device is a supply if the acquisition cost is less than the lesser of the capitalization level established by the non-Federal entity for financial statement purposes or \$5,000, regardless of the length of its useful life. The Budget Narrative must include the purpose of the supplies and the basis for the estimates.
- 6) **Contractual** – In this category, include subcategories to distinguish between subawardees and contractors. See 2 CFR 200.330 for assistance in determining whether the sub-tier entity is a subawardee or contractor. Provide a breakdown and accompanying narrative for subawardee budgets which must use the same format as the applicant's budget. The Budget Narrative must support the necessity and purpose of any proposed subawardee or contractor.
- 7) **Construction** – Note that construction activities will not be financed under the award.
- 8) **Other Direct Costs** – This may include other direct costs not elsewhere specified. For any proposed training, conference, seminar, or workshop cost, the applicant should indicate the



subject, venue, estimated number of participants, and duration and the relationship to the objectives of the program, along with estimates of costs. For proposed rental costs, the Budget Narrative must support the necessity of any rental costs and reasonableness in light of factors such as: rental costs of comparable property, if any; market conditions in the area; alternatives available; and the type, life expectancy, condition, and value of the property leased.

- 9) **Indirect Charges** – Applicants must indicate whether they are proposing indirect costs or will charge all costs directly. In order to better understand indirect costs please see 2 CFR 200 Subpart E, specifically 2 CFR 200.414. The applicant must identify which approach they are requesting and provide the applicable supporting information. Below are the most commonly used Indirect Cost Rate methods:

Method 1 - Direct Charge Only

Eligibility: Any applicant

Initial Application Requirements: See above on direct costs

Method 2 - Negotiated Indirect Cost Rate Agreement (NICRA)

Eligibility: Any applicant with a NICRA issued by a USG Agency must use that NICRA

Initial Application Requirements: If the applicant has a current NICRA, submit your approved NICRA and the associated disclosed practices. If your NICRA was issued by an Agency other than USAID, provide the contact information for the approving Agency. Additionally, at the Agency's discretion, a provisional rate may be set forth in the award subject to audit and finalization. See [USAID's Indirect Cost Rate Guide for Non Profit Organizations](#) for further guidance.

Method 3 - De minimis rate of 10% of modified total direct costs (MTDC)

Eligibility: Any applicant that has never received a NICRA

Initial Application Requirements: Costs must be consistently charged as either indirect or direct costs but may not be double charged or inconsistently charged as both. If chosen, this methodology once elected must be used consistently for all Federal awards until such time as a non-Federal entity chooses to negotiate an indirect rate, which the non-Federal entity may apply to do at any time. The applicant must describe which cost elements it charges indirectly vs. directly. See 2 CFR 200.414(f) for further information.

Method 4 - Indirect Costs Charged As A Fixed Amount

Eligibility: Non-U.S. non-profit organizations without a NICRA may request, but approval is at the discretion of the AO

Initial Application Requirements: Provide the proposed fixed amount and a worksheet that includes the following:

- Total costs incurred by the organization for the previous fiscal year and estimates for the current year.
- Indirect costs (common costs that benefit the day-to-day operations of the organization, including categories such as salaries and expenses of executive officers, personnel administration, and accounting, or that benefit and are identifiable to more than one program or activity, such as depreciation, rental costs, operations and maintenance of

facilities, and telephone expenses) for the previous fiscal year and estimates for the current year

- Proposed method for prorating the indirect costs equitably and consistently across all programs and activities of using a base that measures the benefits of that particular cost to each program or activity to which the cost applies.

If the applicant does not have an approved NICRA and does not elect to utilize the 10% de minimis rate, the Agreement Officer will provide further instructions and may request additional supporting information, including financial statements and audits, should the application still be under consideration after the merit review. USAID is under no obligation to approve the applicant's requested method.

**10) Cost Sharing (voluntary)** – If proposing any cost share, the applicant should estimate the amount of cost-sharing resources to be provided over the life of the agreement and specify the sources of such resources, and the basis of calculation in the budget narrative. Applicants should also provide a breakdown of the cost share (financial and in-kind contributions) of all organizations involved in implementing the resulting award.

**(e) Prior Approvals in accordance with 2 CFR 200.407**

Inclusion of an item of cost in the detailed application budget does not satisfy any requirements for prior approval by the Agency. If the applicant would like the award to reflect approval of any cost elements for which prior written approval is specifically required for allowability, the applicant must specify and justify that cost. See 2 CFR 200.407 for information regarding which cost elements require prior written approval.

**(f) Approval of Subawards**

The applicant must submit information for all subawards that it wishes to have approved at the time of award. For each proposed subaward the applicant must provide the following:

- Name of organization
- Confirmation that the subawardee does not appear on the Treasury Department's Office of Foreign Assets Control (OFAC) list
- Confirmation that the subawardee does not have active exclusions in the System for Award Management (SAM)
- Confirmation that the subawardee is not listed in the United Nations Security designation list
- Confirmation that the subawardee is not suspended or debarred
- Confirmation that the applicant has completed a risk assessment of the subawardee, in accordance with 2 CFR 200.331(b)
- Any negative findings as a result of the risk assessment and the applicant's plan for mitigation.

**(g) Dun and Bradstreet and SAM Requirements**

USAID may not award to an applicant unless the applicant has complied with all applicable unique entity identifier (DUNS number) and System for Award Management (SAM) requirements. Each applicant (unless the applicant is an individual or Federal awarding agency that is exempted from requirements under 2 CFR 25.110(b) or (c), or has an exception approved by the Federal awarding agency under 2 CFR 25.110(d)) is required to:

1. Provide a valid DUNS number for the applicant and all proposed sub-Awardees;
2. Be registered in SAM before submitting its application. SAM is streamlining processes, eliminating the need to enter the same data multiple times, and consolidating hosting to make the process of doing business with the government more efficient ([www.sam.gov](http://www.sam.gov)).
3. Continue to maintain an active SAM registration with current information at all times during which it has an active Federal award or an application or plan under consideration by a Federal awarding agency.

The registration process may take many weeks to complete. Therefore, applicants are encouraged to begin the process early. If an applicant has not fully complied with the requirements above by the time USAID is ready to make an award, USAID may determine that the applicant is not qualified to receive an award and use that determination as a basis for making an award to another applicant. Any work to be done by proposed sub-partners which do not meet the above requirements at the time of submission, will be tentative until requirements are completed.

DUNS number: <http://fedgov.dnb.com/webform>

SAM registration: <http://www.sam.gov>

Non-U.S. applicants can find additional resources for registering in SAM, including a Quick Start Guide and a video on how to obtain an NCAGE code, on [www.sam.gov](http://www.sam.gov), navigate to Help, then to International Registrants.

### **(h) History of Performance**

The applicant must provide information regarding its recent history of performance for all its contracts, grants, or cooperative agreements involving similar or related programs, not to exceed five (5) awards that ended no more than ten (10) years ago, as follows:

- Name of the Awarding Organization;
- Award Number;
- Activity Title;
- Performance Location;
- A brief description of the activity;
- Period of Performance;
- Award Amount;
- Reports and findings from any audits performed in the last two years; and
- Name of at least two (2) updated professional contacts who most directly observed the work at the organization for which the service was performed with complete current contact information including telephone number, and e-mail address for each proposed individual.

If the applicant encountered problems on any of the referenced Awards, it may provide a short explanation and the corrective action taken. The applicant should not provide general information on its performance. USAID reserves the right to obtain relevant information concerning an applicant's history of performance from any sources and may consider such information in its review of the applicant's risk. The Agency may request additional information and conduct a pre-award survey if it determines that it is necessary to inform the risk assessment.

**(i) Branding Strategy & Marking Plan (to be submitted later upon request of the AO)**

The apparently successful applicant will be asked to provide a Branding Strategy and Marking Plan to be evaluated and approved by the Agreement Officer and incorporated into any resulting award.

**1) Branding Strategy – Assistance (June 2012)**

- a. Applicants recommended for an assistance award must submit and negotiate a "Branding Strategy," describing how the program, project, or activity is named and positioned, and how it is promoted and communicated to beneficiaries and host country citizens.
- b. The request for a Branding Strategy, by the Agreement Officer from the applicant, confers no rights to the applicant and constitutes no USAID commitment to an award.
- c. Failure to submit and negotiate a Branding Strategy within the time frame specified by the Agreement Officer will make the applicant ineligible for an award.
- d. The applicant must include all estimated costs associated with branding and marking USAID programs, such as plaques, stickers, banners, press events, materials, and so forth, in the budget portion of the application. These costs are subject to the revision and negotiation with the Agreement Officer and will be incorporated into the Total Estimated Amount of the grant, cooperative agreement or other assistance instrument.
- e. The Branding Strategy must include, at a minimum, all of the following:
  - (1) All estimated costs associated with branding and marking USAID programs, such as plaques, stickers, banners, press events, materials, and so forth.
  - (2) The intended name of the program, project, or activity.
    - (i) USAID requires the applicant to use the "USAID Identity," comprised of the USAID logo and brandmark, with the tagline "from the American people" as found on the USAID Web site at <http://www.usaid.gov/branding>, unless Section VI of the RFA or APS states that the USAID Administrator has approved the use of an additional or substitute logo, seal, or tagline.

- (ii) USAID prefers local language translations of the phrase “made possible by (or with) the generous support of the American People” next to the USAID Identity when acknowledging contributions.
  - (iii) It is acceptable to cobrand the title with the USAID Identity and the applicant's identity.
  - (iv) If branding in the above manner is inappropriate or not possible, the applicant must explain how USAID's involvement will be showcased during publicity for the program or project.
  - (v) USAID prefers to fund projects that do not have a separate logo or identity that competes with the USAID Identity. If there is a plan to develop a separate logo to consistently identify this program, the applicant must attach a copy of the proposed logos. Section VI of the RFA or APS will state if an Administrator approved the use of an additional or substitute logo, seal, or tagline.
- (3) The intended primary and secondary audiences for this project or program, including direct beneficiaries and any special target segments.
- (4) Planned communication or program materials used to explain or market the program to beneficiaries.
- (i) Describe the main program message.
  - (ii) Provide plans for training materials, posters, pamphlets, public service announcements, billboards, Web sites, and so forth, as appropriate.
  - (iii) Provide any plans to announce and promote publicly this program or project to host country citizens, such as media releases, press conferences, public events, and so forth. Applicant must incorporate the USAID Identity and the message, “USAID is from the American People.”
  - (iv) Provide any additional ideas to increase awareness that the American people support this project or program.
- (5) Information on any direct involvement from host-country government or ministry, including any planned acknowledgement of the host-country government.
- (6) Any other groups whose logo or identity the applicant will use on program materials and related materials. Indicate if they are a donor or why they will be visibly acknowledged, and if they will receive the same prominence as USAID.
- f. The Agreement Officer will review the Branding Strategy to ensure the above information is adequately included and consistent with the stated objectives of the award, the applicant's cost data submissions, and the performance plan.

- g. If the applicant receives an assistance award, the Branding Strategy will be included in and made part of the resulting grant or cooperative agreement

(END OF PRE-AWARD TERM)

## **2) Marking Plan – Assistance (June 2012)**

- a. Applicants recommended for an assistance award must submit and negotiate a “Marking Plan,” detailing the public communications, commodities, and program materials, and other items that will visibly bear the “USAID Identity,” which comprises of the USAID logo and brandmark, with the tagline “from the American people.” The USAID Identity is the official marking for the Agency and is found on the USAID Web site at <http://www.usaid.gov/branding>. Section VI of the RFA or APS will state if an Administrator approved the use of an additional or substitute logo, seal, or tagline.
- b. The request for a Marking Plan, by the Agreement Officer from the applicant, confers no rights to the applicant and constitutes no USAID commitment to an award.
- c. Failure to submit and negotiate a Marking Plan within the time frame specified by the Agreement Officer will make the applicant ineligible for an award.
- d. The applicant must include all estimated costs associated with branding and marking USAID programs, such as plaques, stickers, banners, press events, materials, and so forth, in the budget portion of the application. These costs are subject to the revision and negotiation with the Agreement Officer and will be incorporated into the Total Estimated Amount of the grant, cooperative agreement or other assistance instrument.
- e. The Marking Plan must include all of the following:
  - (1) A description of the public communications, commodities, and program materials that the applicant plans to produce, and which will bear the USAID Identity as part of the award, including:
    - (i) Program, project, or activity sites funded by USAID, including visible infrastructure projects or other sites physical in nature;
    - (ii) Technical assistance, studies, reports, papers, publications, audio-visual productions, public service announcements, Web sites/Internet activities, promotional, informational, media, or communications products funded by USAID;
    - (iii) Commodities, equipment, supplies, and other materials funded by USAID, including commodities or equipment provided under humanitarian assistance or disaster relief programs; and

- (iv) It is acceptable to cobrand the title with the USAID Identity and the applicant's identity.
  - (v) Events financed by USAID, such as training courses, conferences, seminars, exhibitions, fairs, workshops, press conferences and other public activities. If the USAID Identity cannot be displayed, the Awardee is encouraged to otherwise acknowledge USAID and the support of the American people.
- (2) A table on the program deliverables with the following details:
- (i) The program deliverables that the applicant plans to mark with the USAID Identity;
  - (ii) The type of marking and what materials the applicant will use to mark the program deliverables;
  - (iii) When in the performance period the applicant will mark the program deliverables, and where the applicant will place the marking;
  - (iv) What program deliverables the applicant does not plan to mark with the USAID Identity , and
  - (v) The rationale for not marking program deliverables.
- (3) Any requests for an exemption from USAID marking requirements, and an explanation of why the exemption would apply. The applicant may request an exemption if USAID marking requirements would:
- (i) Compromise the intrinsic independence or neutrality of a program or materials where independence or neutrality is an inherent aspect of the program and materials. The applicant must identify the USAID Development Objective, Interim Result, or program goal furthered by an appearance of neutrality, or state why an aspect of the award is presumptively neutral. Identify by category or deliverable item, examples of material for which an exemption is sought.
  - (ii) Diminish the credibility of audits, reports, analyses, studies, or policy recommendations whose data or findings must be seen as independent. The applicant must explain why each particular deliverable must be seen as credible.
  - (iii) Undercut host-country government “ownership” of constitutions, laws, regulations, policies, studies, assessments, reports, publications, surveys or audits, public service announcements, or other communications. The applicant must explain why each particular item or product is better positioned as host-country government item or product.

- (iv) Impair the functionality of an item. The applicant must explain how marking the item or commodity would impair its functionality.
  - (v) Incur substantial costs or be impractical. The applicant must explain why marking would not be cost beneficial or practical.
  - (vi) Offend local cultural or social norms or be considered inappropriate. The applicant must identify the relevant norm and explain why marking would violate that norm or otherwise be inappropriate.
  - (vii) Conflict with international law. The applicant must identify the applicable international law violated by the marking.
- f. The Agreement Officer will consider the Marking Plan's adequacy and reasonableness and will approve or disapprove any exemption requests. The Marking Plan will be reviewed to ensure the above information is adequately included and consistent with the stated objectives of the award, the applicant's cost data submissions, and the performance plan.
  - g. If the applicant receives an assistance award, the Marking Plan, including any approved exemptions, will be included in and made part of the resulting grant or cooperative agreement, and will apply for the term of the award unless provided otherwise.

(END OF PRE-AWARD TERM)

**(j) Funding Restrictions**

Profit is not allowable for Awardees or subawardees under this award. See 2 CFR 200.330 for assistance in determining whether a sub-tier entity is a subawardee or contractor.

Construction will not be authorized under this award.

USAID will not allow the reimbursement of pre-award costs under this award without the explicit written approval of the Agreement Officer.

Except as may be specifically approved in advance by the Agreement Officer, all commodities and services that will be reimbursed by USAID under this award must be from the authorized geographic code specified in Section B.4 of this NOFO and must meet the source and nationality requirements set forth in 22 CFR 228.

**(k) Conflict of Interest Pre-Award Term**

**1) CONFLICT OF INTEREST PRE-AWARD TERM (August 2018)**

**a. Personal Conflict of Interest**



1. An actual or appearance of a conflict of interest exists when an applicant organization or an employee of the organization has a relationship with an Agency official involved in the competitive award decision-making process that could affect that Agency official's impartiality. The term "conflict of interest" includes situations in which financial or other personal considerations may compromise, or have the appearance of compromising, the obligations and duties of a USAID employee or Awardee employee.

2. The applicant must provide conflict of interest disclosures when it submits an SF-424. Should the applicant discover a previously undisclosed conflict of interest after submitting the application, the applicant must disclose the conflict of interest to the AO no later than ten (10) calendar days following discovery.

**b. Organizational Conflict of Interest**

The applicant must notify USAID of any actual or potential conflict of interest that they are aware of that may provide the applicant with an unfair competitive advantage in competing for this financial assistance award. Examples of an unfair competitive advantage include but are not limited to situations in which an applicant or the applicant's employee gained access to non-public information regarding a federal assistance funding opportunity, or an applicant or applicant's employee was substantially involved in the preparation of a federal assistance funding opportunity. USAID will promptly take appropriate action upon receiving any such notification from the applicant.

(END OF PRE-AWARD TERM)

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## **SECTION E: APPLICATION REVIEW INFORMATION**

### **1. Criteria**

The merit review criteria prescribed here are tailored to the requirements of this particular NOFO. Applicants should note that these criteria serve to: (a) identify the significant matters which the applicants should address in their applications, and (b) set the standard against which all applications will be evaluated.

Technical and other factors will be evaluated relative to each other, as described here and prescribed by the Technical Application Format. The Technical Application will be evaluated by a Selection Committee (SC) using the criteria described in this section.

### **2. Review and Selection Process**

#### **a) Merit Review**

USAID will conduct a merit review of all applications received that comply with the instructions in this NOFO. Applications will be reviewed and evaluated in accordance with the following criteria and relative importance:

#### **Criterion #1: Technical Approach (Most Important)**

Technical Approach will be evaluated based on the extent to which the application demonstrates the following:

- Reflects a clear and sound understanding of the overall program description in Section A, including the objectives, activities and tools involved, and demonstrates an ability to apply evidence-based best practices and techniques to reach clearly defined and feasible results.
- Clear articulation of program design, to include: theory of change; intended results (outputs and outcomes); monitoring and evaluation; and collaborating, learning, and adapting.
- Thoroughness in incorporating cross-cutting priorities, including gender and the inclusion of marginalized groups and local partners.
- Clear articulation of a realistic strategy for the sustainability of efforts.

#### **Criterion #2: Management and Staffing Approach (Second Most Important):**

Management and Staffing Approach will be evaluated based on the extent to which the application demonstrates the following:

- An efficient and logical management and staffing structure for effective project implementation, including clearly defined internal management plans; organizational structures; lines of communication and authority (especially between headquarters and field staff); staff technical expertise, levels of effort, and proportionate in-country presence

that facilitates the proposed technical and operational strategies to meet program objectives.

- Clear articulation and effective integration of a flexible management approach to allow the program to strategically adjust and respond to, as needed, unforeseen circumstances and/or developments, including a capacity for rapid deployments.

**Criterion #3: Key Personnel (Equally Third Most Important)**

The proposed Chief of Party and all other Key Personnel will be evaluated based on the extent to which the individuals possess the requisite qualifications for the position as described in Section A and corroborated by references.

**Criterion #4: Institutional Capability (Equally Third Most Important):**

Institutional Capability will be evaluated based on the extent to which the applicant demonstrates the following:

- Demonstrated applied technical capacity related to programming on MHPSS.
- Demonstrated experience working with marginalized groups and integrating relevant considerations into programmatic approaches.
- Demonstrated experience adapting programming and managing change in dynamic situations relevant to MHPSS.

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## **SECTION F: FEDERAL AWARD ADMINISTRATION INFORMATION**

### **1. Federal Award Notices**

Award of the agreement contemplated by this NOFO cannot be made until funds have been appropriated, allocated and committed through internal USAID procedures. While USAID anticipates that these procedures will be successfully completed, potential applicants are hereby notified of these requirements and conditions for the award.

The Cooperative Agreement signed by the Agreement Officer is the authorizing document, which shall be transmitted electronically to the Awardee for countersignature by the authorized agent of the successful organization. The Agreement Officer is the only individual who may legally commit the Government to the expenditure of public funds. No costs chargeable to the proposed Agreement may be incurred before receipt of either an executed Agreement or a specific, written authorization from the Agreement Officer.

Notification will be made electronically to unsuccessful applicants pursuant to ADS 303.3.7.1.b.

### **2. Administrative & National Policy Requirements**

The resulting award from this NOFO will be administered in accordance with the following policies and regulations.

For U.S. organizations:

- ADS 303: <https://www.usaid.gov/ads/policy/300/303>
- 2 CFR 200: <https://www.ecfr.gov/cgi-bin/text-idx?SID=1b472774f0a1e84d725c7ca14618e8ac&node=pt2.1.200&rgn=div5>
- 2 CFR 700: <https://www.ecfr.gov/cgi-bin/text-idx?SID=a5489109509be4f2b9bd6335059465b2&node=pt2.1.700&rgn=div5>
- Standard Provisions for U.S. Nongovernmental Organizations: <https://www.usaid.gov/ads/policy/300/303maa>

For Non-U.S. organizations:

- Standard Provisions for Non-U.S. Nongovernmental Organizations: <https://www.usaid.gov/ads/policy/300/303mab>

See Annex 2, for a list of the Standard Provisions that will be applicable to any awards resulting from this NOFO.

### **3. Reporting Requirements**

#### **a) Financial Reporting:**

Financial reporting requirements will be in accordance with 2 CFR 200.327. Standard Form 425

(SF-425) and SF-425A (available online at: <https://www.grants.gov/web/grants/forms/post-award-reporting-forms.html>) are used to report accrued expenditures. Quarterly reports are due not later than 30 days after the end of each quarter:

- January 1 - March 31 (due date: April 30)
- April 1 – June 30 (due date: July 30)
- July 1 – September 30 (due date: October 30)
- October 1 – December 31 (due date: January 30)

Submission of an SF-425 is required for each quarter regardless of the performance start date or the estimated completion date of the Agreement’s period of performance. The final financial report is due not later than 90 days after the estimated completion date of the Agreement. Electronic submission of financial reports is required. One copy of the financial reports must be submitted to the Agreement Officer’s Representative (AOR), to the appropriate USAID payment office, and to the U.S. Department of Health and Human Services (if advance payments are made to the Awardee by Letter of Credit).

#### **b) Performance Reporting**

Performance reporting requirements will be in accordance with 2 CFR 200.328.

- **Quarterly Program Performance Reports:**

- (1) The Awardee shall submit one copy of a concise quarterly program report, not to exceed 20 pages excluding annexes, to the AOR. Electronic submissions by email are preferred over hard copy.
- (2) Quarterly reports are due no later than 30 calendar days after the end of the reporting period. Reporting periods are calendar quarters:

January 1 - March 31 (due date: April 30)  
April 1 - June 30 (due date: July 30)  
July 1 - September 30 (due date: October 30)  
October 1 - December 31 (due date: January 30)

The Awardee must provide a report for the reporting period in which the award begins, unless the performance start date is within 30 days of the end of the reporting period. In that event, any activities undertaken during the period in which the award commences must be included in the report covering the subsequent reporting period. The Awardee is not required to submit a quarterly report for the final reporting period of the award. Instead, results from the final period must be included in the Final Results Report.

- (3) At a minimum, the quarterly reports shall include the following:
  - a) A comparison of actual accomplishments, both for the reporting period and cumulatively, with the established goals and objectives, and expected results. Data

(both qualitative and quantitative) must be presented using established baseline data and indicators and be supported by a brief narrative. Whenever appropriate and the output of programs or projects can be readily quantified, such quantitative data should be related to cost data for computation of unit costs. Quantitative data should include:

- Number of beneficiaries targeted, by objective.
- Number of beneficiaries reached, by objective.
- Cumulative number of beneficiaries targeted.
- Cumulative number of beneficiaries reached.

- b) Reasons why established goals were not met (if applicable), the impact on the program objective(s), and how the impact has been/will be addressed; and
- c) Other pertinent information including, context of the operating environment; when appropriate, success stories which illustrate the direct positive effects of the program; how unforeseen circumstances affected overall performance compared to original assumptions (if applicable); how activities were accordingly adjusted or re-targeted; and analysis and explanation of cost overruns or high unit costs.

- **Final Results Report:**

- (1) The Awardee shall submit one copy of a final results report, not to exceed 30 pages excluding annexes, to the AOR. Electronic submissions are preferred over hard copy. This report shall cover the entire period of performance.
- (2) The Final Results Report is due no later than 90 calendar days after the period of performance end date.
- (3) The final results report shall emphasize quantitative as well as qualitative data that reflect results, shall measure impact using the baseline data and indicators established for the program, and shall at a minimum, include the following:
  - (a) Success stories and an explanation of successes achieved, constraints encountered, and adjustments made for achieving program objectives;
  - (b) A discussion of the overall performance of the program, including details of any discrepancies between expected and actual results and any recommendations for improving the design of the program;
  - (c) Overall cost effectiveness, with particular attention paid to cost savings and/or cost overruns, and other significant cost impacts such as major exchange rate fluctuations or other types of inflation shall be detailed;
  - (d) A comparison of actual accomplishments, both for the reporting period and cumulatively with the established goals and objectives, and expected results; the findings of the investigator; or both. Data (both qualitative and quantitative must

be presented using established baseline data and indicators and be supported by a brief narrative. Whenever appropriate and the output of programs or projects can be readily quantified, such quantitative data should be related to cost data for computation of unit costs. Quantitative data should include:

- Number of beneficiaries targeted, by objective.
- Number of beneficiaries reached, by objective.
- Cumulative number of beneficiaries targeted.
- Cumulative number of beneficiaries reached.

(e) Reasons why established goals were not met (if applicable), the impact on the program objective (s), and how the impact has been/will be addressed; and

(f) Other pertinent information including, context of the operating environment when appropriate; success stories which illustrate the direct positive effects of the program; how unforeseen circumstances affected overall performance compared to original assumptions (if applicable), how activities were accordingly adjusted or re-targeted; and analysis and explanation of cost overruns or high unit costs.

- **Notifications of Significant Developments:**

Events may occur between the scheduled performance reporting dates that have significant impact upon the supported activity. The Awardee must submit, in writing via email, one (1) copy to the AOR, and one (1) copy to the Agreement Officer of notifications, as follows:

- (1) Problems, delays, or adverse conditions which materially impair the ability to meet the objectives of the award. This notification must include a statement of the action taken or contemplated, and any assistance needed to resolve the problem.
- (2) Favorable developments which enable meeting time schedules and objectives sooner or at less cost than anticipated or producing more or different beneficial results than originally planned.

#### **4. Program Income**

a) Non-profit organizations:

Any Program Income earned under the Agreement shall be additive to the USAID and other contributions provided thereunder. U.S. organizations shall account for Program Income in accordance with 2 CFR 200.307, and non-U.S. organizations shall account for Program Income in accordance with the Standard Provision "Program Income."

b) For-profit organizations:

Any Program Income earned under the Agreement shall be deducted from the total project or program allowable cost in determining the net allowable costs on which the U.S. Government

share of costs is based. U.S. organizations shall account for Program Income in accordance with 2 CFR 200.307, and non-U.S. organizations shall account for Program Income in accordance with the Standard Provision “Program Income.”

## **5. Environmental Compliance**

- a) The Foreign Assistance Act of 1961, as amended, Section 117 requires that the impact of USAID’s activities on the environment be considered and that USAID include environmental sustainability as a central consideration in designing and carrying out its development programs. This mandate is codified in Federal Regulations (22 CFR 216) and in USAID’s Automated Directives System (ADS) Parts 201 and 204 (<https://www.usaid.gov/who-we-are/agency-policy/series-200>), which, in part, require that the potential environmental impacts of USAID-financed activities are identified prior to a final decision to proceed and that appropriate environmental safeguards are adopted for all activities. Awardee environmental compliance obligations under these regulations and procedures are specified in the following paragraphs of this NOFO.
- b) In addition, the Awardee must comply with host country environmental regulations unless otherwise directed in writing by USAID. In case of conflict between host country and USAID regulations, the latter shall govern.
- c) No activity funded under the Cooperative Agreement will be implemented unless an environmental threshold determination, as defined by 22 CFR 216, has been reached for that activity, as documented in a Request for Categorical Exclusion (RCE), Initial Environmental Examination (IEE), or Environmental Assessment (EA) duly signed by the Bureau Environmental Officer (BEO). (Hereinafter, such documents are described as “approved Regulation 216 environmental documentation.”) In accordance with 22 CFR 216, USAID/DCHA/DRG developed an umbrella IEE for its projects and activities. Since the GIF activity will primarily consist of capacity-building and technical assistance, communications and knowledge management, events, and research and evaluation, the activity is covered by a categorical exclusion, per the IEE. The IEE also includes a Climate Risk Analysis that covers the activities to be implemented under GIF and finds them to be low risk.
- d) As part of its initial Work Plan, and all Annual Work Plans thereafter, the Awardee, in collaboration with the USAID Agreement Officer’s Representative and Mission Environmental Officer or Bureau Environmental Officer, as appropriate, shall review all ongoing and planned activities under the Cooperative Agreement to determine if they are within the scope of the approved Regulation 216 environmental documentation.
- e) If the Awardee plans any new activities outside the scope of the approved Regulation 216 environmental documentation, it shall prepare an amendment to the documentation for USAID review and approval. No such new activities shall be undertaken prior to receiving written USAID approval of environmental documentation amendments.
- f) Any ongoing activities found to be outside the scope of the approved Regulation 216



environmental documentation shall be halted until an amendment to the documentation is submitted and written approval is received from USAID.

## **6. Other Requirements**

Implementation in certain locations may require additional administrative requirements such as partner vetting or may necessitate additional safety and security or risk mitigation measures. These requirements will be determined at the time of award or when such locations are identified during performance. USAID may require the Awardee to include or address a location-specific Safety and Security Plan or Risk Mitigation Plan as part of the implementation plan.

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**SECTION G: FEDERAL AWARDING AGENCY CONTACT(S)**

Please refer to Section D of this NOFO for the Agency point of contact.

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## **SECTION H: OTHER INFORMATION**

USAID reserves the right to fund any or none of the applications submitted. The Agreement Officer is the only individual who may legally commit the Government to the expenditure of public funds. Any award and subsequent incremental funding will be subject to the availability of funds and continued relevance to Agency programming.

### Applications with Proprietary Data

Applicants who include data that they do not want disclosed to the public for any purpose or used by the U.S. Government except for evaluation purpose, should mark the cover page with the following:

“This application includes data that must not be duplicated, used, or disclosed – in whole or in part – for any purpose other than to evaluate this application. If, however, an award is made as a result of – or in connection with – the submission of this data, the U.S. Government will have the right to duplicate, use, or disclose the data to the extent provided in the resulting award. This restriction does not limit the U.S. Government’s right to use information contained in this data if it is obtained from another source without restriction. The data subject to this restriction are contained in sheets {insert sheet numbers}.”

Additionally, the applicant must mark each sheet of data it wishes to restrict with the following:

“Use or disclosure of data contained on this sheet is subject to the restriction on the title page of this application.”

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**ANNEX 1 - SUMMARY BUDGET TEMPLATE**

Applicants may use the following format for the summary budget:

	<b>Cost Categories</b>	<b>Year 1 - USAI D</b>	<b>Year 1 - Cost Share*</b>	<b>Year 1 Total</b>	<b>Year 2 - USAI D</b>	<b>Year 2 - Cost Share*</b>	<b>Year 2 Total</b>	<b>Year 3 - USAI D</b>	<b>Year 3 - Cost Share *</b>	<b>Year 3 Total</b>	<b>Total USAID Amount</b>	<b>Total Cost Share*</b>	<b>Total Program Amount</b>
1	Personnel												
2	Fringe Benefits												
3	Travel												
4	Equipment												
5	Supplies												
6	Contractual												
7	Construction												
8	Other Direct Costs												
	Total Direct Charges												
9	Indirect Charges												
	<b>TOTAL</b>												

\*If cost share is proposed. Cost sharing is not required for applicants to be eligible to receive USAID funding under this NOFO.

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## ANNEX 2 - STANDARD PROVISIONS

(Note: the full text of these provisions may be found at: <https://www.usaid.gov/ads/policy/300/303maa> and <https://www.usaid.gov/ads/policy/300/303mab>). The actual Standard Provisions included in the award will be dependent on the organization that is selected. The award will include the latest Mandatory Provisions for either U.S. or non-U.S. Nongovernmental organizations. The award will also contain the following “required as applicable” Standard Provisions:

### REQUIRED AS APPLICABLE STANDARD PROVISIONS FOR U.S. NONGOVERNMENTAL ORGANIZATIONS

Required	Not Required	Standard Provision
TBD		RAA1. NEGOTIATED INDIRECT COST RATES - PREDETERMINED (DECEMBER 2014)
		RAA2. NEGOTIATED INDIRECT COST RATES - PROVISIONAL (Nonprofit) (DECEMBER 2014)
		RAA3. NEGOTIATED INDIRECT COST RATE - PROVISIONAL (Profit) (DECEMBER 2014)
TBD		RAA4. EXCHANGE VISITORS AND PARTICIPANT TRAINING (JUNE 2012)
	X	RAA5. VOLUNTARY POPULATION PLANNING ACTIVITIES – SUPPLEMENTAL REQUIREMENTS (JANUARY 2009)
TBD		RAA6. PROTECTION OF THE INDIVIDUAL AS A RESEARCH SUBJECT (APRIL 1998)
	X	RAA7. CARE OF LABORATORY ANIMALS (MARCH 2004)
TBD		RAA8. TITLE TO AND CARE OF PROPERTY (COOPERATING COUNTRY TITLE) (NOVEMBER 1985)
TBD		RAA9. COST SHARING (MATCHING) (FEBRUARY 2012)
TBD		RAA10. PROHIBITION OF ASSISTANCE TO DRUG TRAFFICKERS (JUNE 1999)
TBD		RAA11. INVESTMENT PROMOTION (NOVEMBER 2003)
X		RAA12. REPORTING HOST GOVERNMENT TAXES (DECEMBER 2014)
TBD		RAA13. FOREIGN GOVERNMENT DELEGATIONS TO INTERNATIONAL CONFERENCES (JUNE 2012)
	X	RAA14. CONSCIENCE CLAUSE IMPLEMENTATION (ASSISTANCE) (FEBRUARY 2012)

	X	RAA15. CONDOMS (ASSISTANCE) (SEPTEMBER 2014)
	X	RAA16. PROHIBITION ON THE PROMOTION OR ADVOCACY OF THE LEGALIZATION OR PRACTICE OF PROSTITUTION OR SEX TRAFFICKING (ASSISTANCE) (SEPTEMBER 2014)
X		RAA17. USAID DISABILITY POLICY - ASSISTANCE (DECEMBER 2004)
	X	RAA18. STANDARDS FOR ACCESSIBILITY FOR THE DISABLED IN USAID ASSISTANCE AWARDS INVOLVING CONSTRUCTION (SEPTEMBER 2004)
	X	RAA19. STATEMENT FOR IMPLEMENTERS OF ANTI-TRAFFICKING ACTIVITIES ON LACK OF SUPPORT FOR PROSTITUTION (JUNE 2012)
	X	RAA20. ELIGIBILITY OF Subawardees OF ANTI-TRAFFICKING FUNDS (JUNE 2012)
	X	RAA21. PROHIBITION ON THE USE OF ANTI-TRAFFICKING FUNDS TO PROMOTE, SUPPORT, OR ADVOCATE FOR THE LEGALIZATION OR PRACTICE OF PROSTITUTION (JUNE 2012)
TBD		RAA22. UNIVERSAL IDENTIFIER AND SYSTEM OF AWARD MANAGEMENT (July 2015)
TBD		RAA23. REPORTING SUBAWARDS AND EXECUTIVE COMPENSATION (DECEMBER 2014)
TBD		RAA24. PATENT REPORTING PROCEDURES (DECEMBER 2014)
TBD		RAA25. ACCESS TO USAID FACILITIES AND USAID'S INFORMATION SYSTEMS (AUGUST 2013)
TBD		RAA26. CONTRACT PROVISION FOR DBA INSURANCE UNDER Awardee PROCUREMENTS (DECEMBER 2014)
X		RAA27. AWARD TERM AND CONDITION FOR Awardee INTEGRITY AND PERFORMANCE MATTERS (April 2016)
	X	RAA28. PROTECTING LIFE IN GLOBAL HEALTH ASSISTANCE (MAY 2019)

**REQUIRED AS APPLICABLE STANDARD PROVISIONS FOR NON-U.S. NONGOVERNMENTAL ORGANIZATIONS**

<b>Required</b>	<b>Not Required</b>	<b>Standard Provision</b>
TBD		RAA1. ADVANCE PAYMENT AND REFUNDS (DECEMBER 2014)
		RAA2. REIMBURSEMENT PAYMENT AND REFUNDS (DECEMBER 2014)

TBD		RAA3. INDIRECT COSTS – NEGOTIATED INDIRECT COST RATE AGREEMENT (NICRA) (DECEMBER 2014)
		RAA4. INDIRECT COSTS – CHARGED AS A FIXED AMOUNT (NONPROFIT) (JUNE 2012)
TBD		RAA5. UNIVERSAL IDENTIFIER AND SYSTEM OF AWARD MANAGEMENT (July 2015)
TBD		RAA6. REPORTING SUBAWARDS AND EXECUTIVE COMPENSATION (DECEMBER 2014)
TBD		RAA7. SUBAWARDS (DECEMBER 2014)
TBD		RAA8. TRAVEL AND INTERNATIONAL AIR TRANSPORTATION (DECEMBER 2014)
TBD		RAA9. OCEAN SHIPMENT OF GOODS (JUNE 2012)
X		RAA10. REPORTING HOST GOVERNMENT TAXES (JUNE 2012)
TBD		RAA11. PATENT RIGHTS (JUNE 2012)
TBD		RAA12. EXCHANGE VISITORS AND PARTICIPANT TRAINING (JUNE 2012)
TBD		RAA13. INVESTMENT PROMOTION (NOVEMBER 2003)
TBD		RAA 14. COST SHARE (JUNE 2012)
X		RAA15. PROGRAM INCOME (DECEMBER 2014)
TBD		RAA16. FOREIGN GOVERNMENT DELEGATIONS TO INTERNATIONAL CONFERENCES (JUNE 2012)
	X	RAA17. STANDARDS FOR ACCESSIBILITY FOR THE DISABLED IN USAID ASSISTANCE AWARDS INVOLVING CONSTRUCTION (SEPTEMBER 2004)
TBD		RAA18. PROTECTION OF HUMAN RESEARCH SUBJECTS (JUNE 2012)
	X	RAA19. STATEMENT FOR IMPLEMENTERS OF ANTI-TRAFFICKING ACTIVITIES ON LACK OF SUPPORT FOR PROSTITUTION (JUNE 2012)
	X	RAA20. ELIGIBILITY OF Subawardees OF ANTI-TRAFFICKING FUNDS (JUNE 2012)
	X	RAA21. PROHIBITION ON THE USE OF ANTI-TRAFFICKING FUNDS TO PROMOTE, SUPPORT, OR ADVOCATE FOR THE LEGALIZATION OR PRACTICE OF PROSTITUTION (JUNE 2012)
	X	RAA22. VOLUNTARY POPULATION PLANNING ACTIVITIES – SUPPLEMENTAL REQUIREMENTS (JANUARY 2009)
	X	RAA23. CONSCIENCE CLAUSE IMPLEMENTATION (ASSISTANCE) (FEBRUARY 2012)

	X	RAA24. CONDOMS (ASSISTANCE) (SEPTEMBER 2014)
	X	RAA25. PROHIBITION ON THE PROMOTION OR ADVOCACY OF THE LEGALIZATION OR PRACTICE OF PROSTITUTION OR SEX TRAFFICKING(ASSISTANCE) (SEPTEMBER 2014)
	X	RAA26. LIMITATION ON SUBAWARDS TO NON-LOCAL ENTITIES (JULY 2014)
TBD		RAA27. CONTRACT PROVISION FOR DBA INSURANCE UNDER Awardee PROCUREMENTS (DECEMBER 2014)
X		RAA28. CONTRACT AWARD TERM AND CONDITION FOR Awardee INTEGRITY AND PERFORMANCE MATTERS (April 2016)
	X	RAA29. PROTECTING LIFE IN GLOBAL HEALTH ASSISTANCE (MAY 2019)

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