

USAID/EGYPT
ANNUAL PROGRAM STATEMENT (APS)
TITLE: GOVERNANCE
NUMBER: 263-08-03
Issued on 27 November 2007

I. OVERVIEW

This APS covers a discretionary grant program conducted under the authority of the 1961 Foreign Assistance Act, as amended. This funding opportunity includes two components: Democracy and Governance (DG) and Good Governance in Education (GoodGIE).

Eligible organizations interested in funding under either the DG component or the GoodGIE component are invited to study this APS and follow the grant application guidance. Submittals must be in English and must identify the component from which funding is sought, DG or GoodGIE, because each component has its own interest areas, eligibility requirements, funding, and evaluation panel.

Please direct all questions concerning this APS to the following points of contact at the USAID/Egypt Regional Office of Procurement:

Shaymaa Shaatoot, Procurement Agent
sshaatoot@usaid.gov
Telephone: +20.2.2522.6908

Catherine Moore, Agreement Officer
Cmoore2@usaid.gov
Telephone: +20.2.2522.6901

Local Address: USAID/Egypt, Plot 1A Ahmed Kamel off El-Laselki St.
Postal Code # 11435, New Maadi, Cairo, Egypt. Fax: 011- 20-2-516-4739

Submit Concept papers to USAID/Egypt via e-mail: DGAPS@usaid.gov

II. ELIGIBILITY

A. Type of Applicant:

Under this APS, non-governmental entities are eligible for grant funding, such as civil society organizations, non-profit organizations, advocacy groups, business concerns, independent think-tanks, research institutions, and public policy institutes.

Public international organizations (i.e. organizations comprised principally of governments), governmental organizations and quasi-governmental organizations are not addressed through this APS, because USAID employs a separate means to establish partnerships with them.

B. Nationality of Applicant:

Only entities of Egyptian nationality are eligible for GoodGIE grants. Egyptian and other nationality entities are eligible for DG grants.

C. Cost Share:

In order to be eligible for award of a DG grant, the applicant must contribute, at a minimum, the following: i) all customs on imports financed by the USAID grant; ii) all VAT or sales taxes on local procurements financed by the USAID grant; and iii) all social insurance taxes to be paid for Egyptian employees whose salaries are paid through the USAID grant. The applicant as Grantee will have the obligation to identify and use funds from other than USAID or other US Government funding to pay for those costs.

III. FUNDING

Separate estimates are provided for the DG and GoodGIE components. This is a discretionary grant program and USAID retains the right to award any or none of the applications received, under either component.

A. DEMOCRACY AND GOVERNANCE (DG)

The actual number of new grants funded through this APS for DG activities will depend on various factors, however USAID/Egypt estimates 15 new grants ranging from \$50,000 to \$1,000,000 in USAID funding per grant and having a performance period ranging from six months to three years. Submittals should fall within these funding and performance period parameters. An additional \$2 million (estimated) may be awarded under fast-track procedures, in support of 2008 election activities.

This is a rough estimate because availability and allocation of new FY08 funding for this purpose is not finalized.

B. GOOD GOVERNANCE IN EDUCATION (GOODGIE)

The actual number of new grants funded through this APS for GoodGIE activities will depend on various factors, however USAID/Egypt estimates 2-4 new grants ranging from \$200,000 to \$700,000 in USAID funding per grant and having a performance period ranging from six months to three years. Submittals should fall within these funding and performance period parameters.

It is estimated that the total available for GoodDIE will be an amount between \$500,000 to \$1,500,000. This is a rough estimate because availability and allocation of new FY08 funding for this purpose is not finalized.

IV OBJECTIVES AND AREAS OF INTEREST

A. DEMOCRACY AND GOVERNANCE (DG)

DG Background

USAID/Egypt is providing assistance to promote democracy and good governance in Egypt in partnership both with the Government of Egypt and with Egyptian and international civil society organizations. Through this Annual Program Statement (APS), USAID/Egypt intends to continue to support a variety of creative approaches by the non-governmental community to implement activities in keeping with the strategic objectives, desired results, and areas of special interest described in this document.

The USAID/Egypt democracy and governance program is tailored to respond to the mode, pace and scope of democratic liberalization in Egypt. It capitalizes on both governmental and non-governmental efforts and initiatives, providing the necessary resources for realizing sustainable change. In partnering with a variety of Government of Egypt institutions, considerable progress has been made in improving the administration of justice through commercial and civil courts; improving the effectiveness and transparency of commercial/civil courts; improving the mediation capacity and public awareness of family courts; developing the public defense system associated with criminal courts; increasing the professional capacity of Egyptian journalists and the economic performance of the print and broadcast sectors; supporting democratic local government and decentralization; promoting and protecting human rights; and fostering increased public accountability and transparency.

Concurrently, USAID's democracy and governance program is supporting Egyptian and international civil society organizations to complement the efforts described above as well as support reform across a wider spectrum of democracy and governance programming as described herein. USAID's goal is to support specific programs of individual NGOs while simultaneously strengthening the entire civil society sector to play a greater role in a decision-making in a democratic Egypt.

Toward this end, USAID is prepared to provide funding to non-governmental organizations with complementary, innovative and achievable program ideas that add value and are geared towards achieving concrete, measurable results.

DG Areas of Interest

In response to this APS, USAID/Egypt is seeking programs that may complement USAID's DG portfolio and objectives, and which can achieve results in any of ten interest areas described in this section. Illustrative program activities are listed for each interested area, but serve only as possible examples of concepts which USAID may be willing to fund. Other innovative ideas are welcome.

1. Promote and Support Credible Political Processes

The results of these interventions would be improved administration of the political and electoral process and a strengthened legal and regulatory framework for democratic elections.

USAID is prepared to fund such activities as:

- fostering a substantive and inclusive debate on election processes at the national and local levels and gaining consensus among all parties concerned;
- civic and voter education;
- election monitoring and oversight;
- media election coverage strengthening;
- build consensus for reform on key issues
- increase voter registration.

This area includes a fast-track grant element for election support. Early grant awards will be considered for election support, with awards anticipated by January-February 2008. Due to the compressed time schedule, it is likely that only organizations with demonstrated capabilities to successfully manage a USAID grant will be funded. USAID/Egypt will consider applications on-hand (e.g. unsolicited applications, or unfunded requests for assistance submitted under the 2007 Democracy and Governance APS), and other applications submitted under this APS by December 7, 2007.

2. Strengthen Democratic Political Parties

The purpose of these interventions is to enhance the role of democratic parties as vehicles for civic and political participation, especially at the grassroots level. The results would be a stronger capacity of political party leaders to: run effective campaigns; develop more democratic internal structures; develop and communicate concrete platforms; monitor the integrity of electoral processes; develop dialogue with civic leaders to build momentum for political reform; increase capacity to represent constituent issues and concerns; increase membership, especially among women, youth and other marginalized groups; improve internal governance; and improve capacity to analyze policy and propose concrete reforms. USAID does not fund political parties or individual members of political parties, but provides nonpartisan technical assistance and training to the range of democratic political parties.

USAID is prepared to fund activities such as:

- building the structural and operational capacity of democratic political parties to help them: participate effectively in elections; and govern responsibly in elected positions in national, regional and local-level government;
- building the internal democratic structure of political parties;
- expanding membership and promoting transparent management of party finances;
- helping political parties to better respond to constituent concerns;
- building advocacy skills for the reform of political parties or the legal framework affecting political parties;

3. Strengthen Civil Society

The results of these interventions would be better organized and more informed civil society organizations that can effectively propose reforms, and serve as an effective channel of communication for members' and citizens' concerns; increased opportunities for citizen participation, and the promotion of an enabling environment for the development of a vibrant civil society.

- improving the capacity of Egyptian NGOs acting alone and in networks to promote civic awareness and participation;
- advocating for reforms in laws, regulations and practices governing civil society;
- promoting knowledge of democratic practices, especially among youth;
- facilitating joint democracy programs between American and Egyptian universities;
- promoting the independence of political think tanks;

4. Promote Citizenship and Tolerance

The results of these interventions would be greater enfranchisement of and tolerance for all Egyptian citizens.

USAID is prepared to fund activities such as:

- increase civic and political participation of women and historically disenfranchised groups;
- preventing discrimination in access to government services;
- promote dialogue among religious groups;
- promote religious tolerance and respect for religious freedom;
- monitor and advocate against all forms of discrimination.

5. Establish and Ensure Media Freedom and Freedom of Information

The results of these interventions would be the development of the professional media sector in Egypt through the enhancement of skills for journalists and the strengthening of legal and regulatory frameworks for media.

USAID is prepared to fund activities such as:

- advocacy for media policy reform;
- capacity building of media associations and media NGOs to carry out media programs and advocate for reform;
- monitor media performance;
- encourage alternative media and use of innovative technology to support the development of free and credible media

6. Support Democratic Local Government and Decentralization

The results of these interventions would be to strengthen the relationships between citizens and local governments, improve the flow of information and participatory planning mechanisms that bring together citizens and local governments to make economic, and political decisions that affect their communities.

USAID is prepared to fund activities such as:

- increase the capacity of local councils at all levels to more effectively perform their functions;
- increase interaction between citizens and local government bodies;
- promote open policy dialogue and public debate on decentralization and related reforms; and
- facilitate effective citizen participation in economic and political decision-making at the local level.

7. Strengthen the Justice Sector

The results of these interventions would be a more effective justice sector and improved access to justice for women and disadvantaged groups.

USAID is prepared to fund activities such as:

- public interest initiatives such as legal assistance to the poor and disadvantaged, alternative dispute resolution, and legal education and assistance to bar associations;
- advocacy to promote justice, including access to justice for women and disadvantaged groups.

8. Promote and Protect Human Rights

The results of these interventions would be an increase in public awareness of human rights issues, improved advocacy, increased legal assistance for victims, improved investigation capacity and a reduction in violence against women and children.

USAID is prepared to fund activities such as;

- increase citizens' awareness and understanding of their rights;
- increase legal assistance and services for victims;
- build linkages between Egyptian and international human rights organizations;
- monitor and investigate human rights abuses;
- reduce human rights abuses;
- promote a policy dialogue on human rights policy; and
- defend victims of human rights abuses;
- advocate greater respect for human rights

9. Promote and Support Public Accountability

The results of these interventions would be governance institutions, processes and policies that are transparent and accountable across all development sectors.

USAID is prepared to fund activities such as:

- building the capacity of civil society organizations to advocate for the reform of transparency laws, freedom of information laws and regulations and related reforms;
- support initiatives to broaden the understanding of corruption and the rights and responsibilities of citizens to combat it.
- building a broader understanding of transparency in governance.
- supporting public expenditure tracking and other initiatives that strengthen citizen oversight of government allocation and use of public resources;

10. Strengthen Legislative Bodies

The results of these interventions would be a legislative body that openly debates policy reforms and incorporates expert and citizen input to decision-making.

- USAID is prepared to fund activities such as:
- improve the capacity of civil society to conduct oversight of parliament and propose reforms;
- improve media reporting on parliament;
- capacity building for parliamentarians and parliamentary staff;
- capacity building for civil society to groups to improve and increase expert input on legislation;
- increase public debate in parliament on key reform issues.

B. GOOD GOVERNANCE IN EDUCATION (GoodGIE)

GoodGIE Background

Funding will support local and national efforts that are innovative, replicable, sustainable, have the highest potential to impact educational governance, and that do not duplicate other USAID funded activities.

USAID/Egypt's GoodGIE Initiative is designed to:

- Improve the standards of accountability and transparency for the delivery of education

GoodGIE Areas of Interest

Activities under the GoodGIE component may include, but are not limited to:

- Facilitating collaborative efforts among civil society groups to establish public sector standards of transparency;
- Exploring current inefficiencies in the education sector and advocating for appropriate solutions;
- Developing innovative solutions to disparity in education completion – making sure children from all socio-economic strata can complete a quality education without marginalizing the families that are not able to pay for supplemental education;
- Supporting civic initiatives in furthering efforts of the Ministry of Education to identify the major points of resource leakage,
- Encourage the development of civil society partnerships and independent think-tanks for the purposes of policy advocacy and service delivery related to education reform.
- Conducting policy research analysis and advocacy on issues related to improving educational efficiency and reform;
- Provide greater citizen participation in the design and oversight of schools including education reform advocacy groups
 - Developing community schools to answer the educational needs of a neighborhood;
 - Engaging and supporting parental involvement in school organizations such as Boards of Trustees (BOTs).

V. APPLICATION PROCESS

All submissions (concept paper, full applications, budget, etc) must be in English. The applicant may choose to also submit an Arabic translation, but the English version is mandatory and will be the principle submission considered.

Proposed programs should have an estimated value and performance period that is within the DG component and GoodGIE component parameters described in APS

Section III Funding. USAID may opt to exclude from further consideration any submittal which is not within these parameters.

A. First Step: Submit Concept

Eligible organizations interested in applying for a grant in response to this APS are invited to submit a project concept paper and budget summary via e-mail to DGAPS@usaid.gov or via letter or fax to the points of contact provided on page 1 of this APS. The submission should consider all information provided with this APS and include the following:

1. Project Concept Paper (not more than 3 pages) including:
 - a. State the APS component which best pertains to the program concept:

Democracy and Governance (DG)

- or -

Good Governance in Education (GoodGIE)

- Note: It is important that intended component (DG or GoodGIE) be identified in the concept paper, due to eligibility differences and in order so that your concept paper submission can be directed to the correct persons at USAID.
- b. Strategy - Explain the problem to be addressed, the expected goals to be achieved, and a short description of the strategy to be used to achieve the proposed goals.
 - c. Beneficiary Population and Geographic Range of the Program - Define the characteristics and details of the target population, and geographic area in Egypt in which the proposed program will be conducted. Include a statement outlining gender issues, such as how the program benefits or includes women or how the applicant proposes to address gender disparity.
 - d. Development Plan and Activity Description - Include a short description of the activities that will be undertaken to achieve the proposed objective, how this activity supports USAID's program, including a general timeline.
 - e. Expected Impact - Outline expected results and the mechanisms proposed to measure and monitor progress, achievement and sustainability.
 - f. Technical/Administrative Capabilities in Proposed Work Area - Describe your organization's technical and administrative experience and capabilities in conducting programs similar to the project being proposed. Describe any partnership, consortium or coalition arrangements between applicant and partner organizations.

2. Budget Summary. Provide a one-page budget summary in the format of the applicant's choice which includes, at a minimum, the total funding requested from USAID and any cost share contribution (in cash or in-kind) that will be contributed by the applicant from its own resources or other non-US Government sources.

Budgets should be in LE for Egyptian organizations and in \$US for organizations of other nationalities.

If the concept paper pertains to the DG component, the accompanying budget summary must include a statement agreeing to comply with the mandatory cost share requirement. Additional cost share contributions, if any, may also be offered.

B. Second Step: Full Application.

If initial review indicates the concept merits further consideration for funding, USAID will request a full application. The full application must also be in English. The full application should again consider all information provided with this APS. A full application consists of a Program Description and additional information described below.

1. Program Proposal. This is a more fulsome description of the project concept containing the following:

- a. Table of Contents listing all page numbers and attachments;
- b. Program Abstract (summary);
- c. Program Description detailing the programs' strategic fit, technical approach, expected outcomes and impact indicators;
- d. Management and Operational approach.
- e. Monitoring and Evaluation Plan;
- f. Organization's qualifications and past experience;
- g. Attachments (annexes) should be lettered e.g. Attachment A, and can include the resumes of key personnel, letters of support, letters from public entities, and other supporting documents.

Overall, the program proposal should be succinct and is not anticipated to require more than 12 pages excluding attachments.

2. Full Application for Funding. SF 424, further budget details, certifications and assurances, past performance references, and other information will be required by USAID according to its policy and procedure and circumstances pertaining to the specific application. The budget detail will be required for both the USAID-funded portion of the program and cost share portions of the program. An illustrative example of the USAID request may be requested from the points of contact listed in this APS. The illustrative example may be particularly useful to organizations with little or no prior USAID grant experience, because it will serve to provide some advance notice of the information that will be required in order to remain under consideration for grant funding.

C. Third Step: Negotiation and Agreement of Grant Terms

If USAID's review of the full application results in the a recommendation for funding, then the organization and USAID will enter final discussions to ensure

all pre-award requirements are met and significant grant terms are negotiated and agreed. The exact details of this phase will vary according to the circumstances pertaining to each application, however the following are common areas that require discussion and agreement prior to award:

1. Branding Strategy and Marking Plan. The organization will be requested to propose a branding strategy and marking plan which provides for appropriate acknowledgment of USAID support, and which will become material element of the grant. Information on USAID's branding and marking policy can be found in ADS Chapter 320. ADS Chapter 320 sections concerning "assistance" applies to this RFA. ADS Chapter 320 sections ADS concerning "acquisition" do not apply to this RAF. ADS Chapter 320 can be found on USAID website: <http://www.usaid.gov/policy/ads/300/320.pdf>.

2. Payment terms.

3. Procedures concerning administrative reporting and logistical requirements for program including training components.

4. Cost sharing terms.

5. USAID-desired involvement during the implementation of the award. If it is substantial, a 'cooperative agreement' form of grant may be awarded which will contain the details of USAID's involvement.

6. Other award terms including audit, special provisions and/or special award conditions.

VI. USAID EVALUATION AND FUNDING DECISION

A. General. A decision to grant funding to an organization requires a positive determination in three principal areas:

- USAID completes all necessary planning requirements which are generally required in order to authorize an activity and obligate funding.
- The application (i.e. the proposed program and budget) is complete, acceptable and is recommended for funding by the sponsoring office.
- The applicant is determined to have adequate capacity to conduct its program and comply with the terms of a USAID grant.

USAID planning requirements include, among other things, consideration of how environmental soundness and compliance in design and implementation will be ensured when required by USAID regulation concerning environmental matters: 22 CFR 216. Issues identified in this area during the evaluation process are an example of standard USAID activity planning and design matters which may arise and which may require discussion and resolution with the grant applicant, before a grant could be awarded.

A grant application will not be viewed as more desirable over another, simply because it has a higher budget. Programs with modest scope and budget which are

viewed as having a strong potential for positive results, are preferred over more expensive, less-effective projects.

There are numerous firms or organizations that offer to provide assistance in preparing concept papers and applications. The utilization of such services is at the sole discretion of the grant applicant. USAID does not endorse any of these or require their use with respect to this APS. Further, any costs incurred for such services would not be reimbursable by USAID, in the event a Grant was issued.

It is possible that a proposal recommended for funding does not actually result in a grant award, due to insufficient availability of funding, or because an the organization is deemed not sufficiently capable of managing a USAID grant, or for other reason(s) which will be provided to the applicant.

A decision not to fund may occur at any phase of the evaluation process. No program expenditures will be paid by USAID/Egypt, except those covered in a grant signed by the USAID Agreement Officer. As mentioned previously, this APS represents a discretionary grant program and USAID reserves the right to fund any or none of the proposals received.

B. USAID policy on cost sharing of discretionary grant programs can be found in USAID Automated Directive System (ADS) 303.3.10 on our agency website: <http://www.usaid.gov/policy/ads/300/303.pdf>.

For GoodGIE grants, cost sharing is encouraged and will be considered as part of the cost effectiveness of an application. However, the final decision on cost share will be made on a case-by-case basis, for each application and grant.

There is a minimum, mandatory cost share requirement for DG grants described in APS Section II: Eligibility. Concept papers or full applications which do not meet this minimum requirement will not be considered for funding. Additional cost share (in cash or in-kind), that is above the minimum may also be offered and will be considered as part of the cost effectiveness of an application.

C. Evaluation Factors. A successful grant application will propose a project or program that is responsive to the stated purpose of this APS and is evaluated favorably against the following evaluation factors. The relative importance of the technical evaluation factors is indicated.

1. Technical Merit. This factor is significantly important throughout the evaluation process and is relatively more important than the Management and Operational Approach factor. For Technical Merit, the Technical Approach is the most important sub-factor. The sub-factors Strategic Fit, Sustainability and Gender are of approximate equivalent importance relative to one another.

Often, though not always, a grant application representing a partnership or consortium between two or more organizations, with a primary applicant in the lead, greatly enhances the evaluated technical merit of a proposed program. Partnerships that build on the strengths of participating organizations, with identified roles and responsibilities of each organization in the proposal may positively affect the evaluated

merit of a proposal. Non-Egyptian applicants are particularly encouraged to identify and partner with Egyptian entities. Egyptian applicants are also encouraged to form partnerships and/or consortiums to implement programs.

a. **Technical Approach:** Viability of the proposed technical approach, i.e., the proposed technical approach can reasonably be expected to produce the intended outcomes. In addition, the application should indicate how the proposed activities will be tracked, measured and reported.

b. **Strategic Fit:** The likelihood that the program for which funding is sought will make a significant contribution towards achieving the strategic objective and areas of interest identified in the APS.

c. **Sustainability:** The likelihood that the programs being supported will continue beyond and without USAID funding should be addressed in detail.

d. **Gender:** Applications should include a statement outlining gender issues pertaining to the proposed program and how the applicant proposes to address the issues. The technical approach in the proposal should also include gender considerations with a focus on the participation and benefits to each gender group.

2. **Management and Operational Approach and Capability.** This factor may be considered at the concept phase but is significantly important at the full application phase of the process. Sub-factors Organizational Effectiveness and Past Performance are of approximate equivalent importance relative to one another.

a. **Organizational Effectiveness:** effectiveness in terms of internal structure, technical capacity, key personnel, and monitoring plan in meeting its proposed project goals. Partnership arrangements, if any, with other non-government organizations that enhance the effectiveness and capabilities of program implementation should be noted. Note: foreign (non Egyptian) applicants are strongly encouraged to team with Egyptian partner organizations to strengthen program performance and/or sustainability prospects.

b. **Past Performance:** All applicants will be subject to a past performance review, with emphasis on prior projects, if any, which are similar to that which is proposed. In the concept phase, applicants are requested to list of all contracts, grants, or cooperative agreements involving relevant (similar or related) programs conducted by the applicant (or consortium partners) over the past three years. Reference information shall include the location, current telephone numbers, points of contact, and award numbers if available. A brief description of work performed by the applicant is also required. In the full application phase, additional reference information may be requested from applicants.

3. **Cost Effectiveness:** Cost effectiveness is a significant factor but of relative less importance than either Technical Merit or Management and Operational Approach. A proposal may be recommended for funding based predominantly on the other factors (technical merit, and management and operational approach), in

which case the cost effectiveness factor will be fully addressed before a final funding decision is made.

The pre-award evaluation will include an examination of the application's budget detail to ensure it is a realistic financial expression of the proposed project and does not contain estimated costs which may be unreasonable or unallowable. A commitment to cost share is generally viewed to enhance the evaluated cost effectiveness of a program.

D. Schedule of the Evaluation Process. Different evaluation schedules are anticipated for the DG component and GoodGIE component.

DG Schedule

December 2007: USAID will consider and possibly award applications its has received by December 4, 2007, under this APS or otherwise, for the Fast-Track Election Support grants.

FUNDING ROUND 1: January 15, 2008 deadline for Concept Papers. Concept papers received by January 15, 2008 will be evaluated. Those remaining under consideration will be contacted by approximately February 15, 2008 and invited to submit a full application within 30 days.

FUNDING ROUND 2: May 30, 2008 deadline for Concept Papers. Concept papers received by May 15, 2008 will be evaluated. Those organizations remaining under consideration will contacted by approximately June 30, 2008 and invited to submit a full application within 30 days.

USAID/Egypt will inform unsuccessful applicants in writing, explaining briefly why the proposal was not selected for funding.

Concept papers received after May 30 2008, may not be considered for funding. USAID/Egypt will consider its situation during the June-July 2008 timeframe and if it is able to consider more grant proposals under a third round, the APS will be amended.

GoodGIE Schedule

FUNDING ROUND 1: May 30, 2008 deadline for Concept Papers. Concept papers received by May 30, 2008 will be evaluated. Those organizations remaining under consideration will contacted by approximately June 30, 2008 and invited to submit a full application within 30 days.

USAID/Egypt will inform unsuccessful applicants in writing, explaining briefly why the proposal was not selected for funding.

Concept papers received after May 30 2008, may not be considered for funding. USAID/Egypt will consider its situation during the June-July 2008 timeframe and if it is able to consider more grant proposals under a second round, the APS will be amended.

D. Pre-Award Responsibility Determination

The recommendation or selection of an application for award does not in any way guarantee and award. The USAID Agreement Officer must be fully satisfied that the applicant has the capacity to adequately perform in accordance with standards established by USAID and the Office of Management and Budget (OMB). This issue of organizational capability is generally referred to a pre-award “responsibility determination.”

Depending on the result of the responsibility determination, the Agreement Officer has three choices:

- Make an award,
- Deny the recommendation and not make the award, or
- Award with special award conditions.

Past performance, which is an aspect of an evaluation factor, is also a factor in the responsibility determination. The potential grant recipient must also have a satisfactory record of business integrity.

The responsibility determination will also consider assurances and/or certifications from a prospective applicant that it and its proposed program area able to operate in compliance with the applicable laws and regulations of Egypt. Grant applicant organizations of Egyptian nationality and their proposed program must operate in compliance with applicable Egyptian law. Foreign (non-Egyptian) grant applicant organizations must also operate within applicable Egyptian law. A foreign grant applicant not registered in Egypt is a special area of concern, and any such applicant will be required to provide particular assurance that they will be able to conduct their program under the circumstances. The USAID grant will provide that it is the sole responsibility of the grantee to comply with local (Egyptian) law. The grant will provide USAID with the right to terminate the grant unilaterally in the event that an APS grantee can not carry out the agreed-upon program because the grantee has local law compliance problems with the Egyptian authorities.

A pre-award ‘survey’ or assessment may also be conducted if there is uncertainty about the organization’s capacity to perform financially or technically, or if the organization has never had a USAID award, has not had any US Government award over the last five years, or if for any other reason the Agreement Officer determines a pre-award survey is in the best interest of USAID. The areas covered by a pre-award survey or assessment will vary according to circumstances but may include reviews to ensure the organization meets the necessary standards for financial management, program management, property, procurement, reports and records, internal controls, is in good financial standing, and has the technical capacity to conduct the proposed program.

The pre-award responsibility determination also considers “Excluded Parties List System” as published by the General Services Administration and found at www.epls.gov, and the Office of Foreign Assets Control (OFAC) list found at <http://www.treasury.gov/offices/enforcement/ofac>. No awards or other transactions involving USAID funding may include organizations or individuals on these lists.

Further details on USAID's pre-award responsibility determination policy and procedure can be found on our agency website, in its automated directive system (ADS) chapter 303, section 303.3.9: <http://www.usaid.gov/policy/ads/300/303.pdf>.

VII. Other Information

A. Policy and Procedure: USAID Automated Directive System (ADS), Chapter 303, contains USAID policy and procedures concerning "Grants and Cooperative Agreements to Non-governmental Organizations" and is available on our agency website: <http://www.usaid.gov/policy/ads/300/303.pdf>. Awards will include language prohibiting transactions with, and the provision of resources and support to, individuals and organizations associated with terrorism; the same will be required in all subcontracts and subawards.

As further detailed in ADS 303, awards will be administered as follows:

- Awards to US organizations: in accordance with USAID Regulation 22 CRR 226, applicable OMB Circulars and USAID Standard Provisions for US recipients.
- Awards to non-US organizations: in accordance with USAID Standard Provisions for Non-US, Non-Governmental Organizations.

Copies of referenced documents may be found via USAID Chapter 303, including links to other websites. Copies of the referenced documents may also be requested from the points of contact listed in this APS.

B. Additional information about our Democracy and Governance Programs can be found on our mission website: <http://egypt.usaid.gov>

C. Additional information about our Education Programs can be found on our mission website: <http://egypt.usaid.gov>