

USAID REQUEST FOR APPLICATIONS: RFA-OAA-11-000010
Biodiversity Understanding in Infrastructure and Landscape Development (**BUILD**)

AMENDMENT 01, Dated June 15, 2011

The purpose of Amendment 01 is to provide additional information, clarifications, and changes in response to the questions and comments submitted by prospective applicants.

The subject RFA is hereby amended as follows:

- 1) **Cover Letter** is hereby amended as follows:
 - a) **Change** the closing date and time to Monday, June 27, 2011, at Noon (12:00 P.M.) EDT.
 - b) **Delete** the words “or email” from the first sentence of the third from the last paragraph **and add at the end of the sentence** “Electronic submissions (but NOT by fax) are hereby allowed as an alternative to hardcopy with CD-ROM.” Please reference item 2.a) of this amendment below for details.

- 2) **Change Section IV. B. 2 as follows**
 - a) **Add the following to the last sentence:**

Alternatively, the Applicant may provide their submission by e-mail to rjohnson@usaid.gov, with separate technical application and cost application electronic files, attached. Such electronic applications must be transmitted and received by USAID by the closing date and time indicated on the cover page as amended.

 - b) **Add the following to Section I. B. 3 and Section IV. B after the second paragraph:**

This cooperative agreement will be supported with biodiversity earmarked funds. Under the biodiversity earmark **USAID will only consider applications that meet the four key earmark criteria:**

The program must have an explicit biodiversity objective, (it isn’t enough to have biodiversity conservation result as a positive externality from another program);

Activities must be identified based on an analysis of threats to biodiversity;

The program must monitor associated indicators for biodiversity conservation;

Site-based programs must have the intent to positively impact biodiversity in biologically significant areas.

For more information on USAID’s definition of biodiversity programs see: http://www.usaid.gov/our_work/environment/biodiversity/code.html

- 3) **CHANGE Section IV. B. 5 as follows:**
DELETE the words “or email” from the first sentence, as submission of separate technical and cost applications by e-mail attachments are hereby acceptable.
- 4) **ADD to SECTION I. B. 5 (insert after third paragraph’s listing of regions):**
“This RFA does not have specific geographic requirements. The six areas/regions mentioned have been identified by USAID as high biodiversity and infrastructure priority, but there is no expectation or requirement that applicants select one or more or any of the listed geographies. If there are proposed activities outside of the six regions listed, the applicant should provide a strong justification for why activities in these locations should be considered a priority. USAID expects that BUILD will be working at the global level generating, capturing and disseminating best practice approaches and tools informed by key policy, planning and capacity-building activities in a limited number of high-priority landscape(s) and/or seascape(s).”
- 5) **Modify SECTION IV. C. 3 d. Annex as follows:**
a) **CHANGE** the words “Letters of Confirmation” to “Letters of Commitment” for the last two items listed in this section herein
b) **ADD and INCLUDE at the bottom of the list:**
“Past Performance References, as specified in Section IV, Part C. 3 c.iii”
(Add line spacing)
“Applicants shall not provide any foreign government letter of support.”
- 6) **ADD the following information after SECTION IV. C. 3:**

4. “Applicants **shall not** contact USAID Field Missions in the development of their applications and **shall not** contact foreign governments in the development of applications and/or providing support documentation. USAID Missions will be asked to evaluate proposed activities in their countries.
- 7) **ADD the following text at the end of SECTION IV. E.:**
The signed copies of Certifications and Assurances shall be signed by an authorized person in the applicant’s organization.
- 8) **ADD** the following text below “**ANNEXES**” heading at the top of page 54:
“(All material submitted in Annexes will not be counted against any application page limitation.)”

9) Add the following after ANNEX D:

“ANNEX E

1. The following miscellaneous clarifications are hereby incorporated within the RFA:

a) Clarification to Section VIII. A. Part III:

“Participant” means applicant.

b) A list of prospective applicants is unknown at present and will not be provided. Each applicant must perform their own due diligence in preparing a response to this solicitation.

c) Extractive industry is not considered infrastructure per se, but infrastructure associated with non-renewable resource extraction is.

d) Section VI. A. 2. Cost Application Evaluation

Second paragraph is hereby **DELETED in its entirety and REPLACED with the following:**

“While costs and cost share do not receive points, their evaluation may impact the government’s understanding and evaluation of the technical application.



Issuance Date: May 18, 2011

Closing Date: June 23, 2011

Closing Time: 11:00 A.M. EST

Subject: Request for Application (RFA) Number: RFA-OAA-11-000010,
Economic Growth, Agriculture, and Trade (EGAT) Biodiversity
Understanding in Infrastructure and Landscape Development (BUILD)

Dear Prospective Applicant:

The United States Government (USG), represented by the Agency for International Development (USAID), Bureau for Economic Growth, Agriculture, and Trade (EGAT) is seeking applications for a program entitled: Biodiversity Understanding in Infrastructure and Landscape Development (BUILD). The authority for the RFA is found in the Foreign Assistance Act of 1961, as amended.

Any questions concerning this RFA must be submitted in writing to Mr. Robert Johnson, Agreement Specialist, via e-mail at rjohnson@usaid.gov with a copy to Ms. Sara Bame-Kum at sbame-kum@usaid.gov by 4:00 PM EST, June 1st, 2011.

Subject to the availability of funds USAID seeks to competitively award one cooperative agreement under this RFA in the amount of \$1.2 million over 3-years. A cost share minimum amount of 10% of the total cost of the cooperative agreement is required under this RFA.

With this RFA, USAID's objective is to maximize human and ecological outcomes by reducing the threat of infrastructure development to high-biodiversity ecosystems through effective policy, regulatory and planning approaches focused on engagement with government decision-makers, local stakeholders and civil society. USAID will support the development and testing of innovative and catalytic approaches in the policy, regulatory and planning realm to reduce the threat of infrastructure development to high-biodiversity ecosystems. BUILD will capture and disseminate best practices in order to scale-up what works. This investment will further USAID efforts to support integrated approaches to development by focusing on the nexus of conservation and infrastructure sectors.

For the purposes of this RFA, the term "Recipient" refers to the prime recipient of the award, "Sub-recipient" or "Partner" refer to any sub-awardee or partner listed by the applicant as a partner or sub-awardee in the application, "Grant" refers to grants awarded by the recipient and "Grantee" refers to organizations awarded such grants.

An Award will be made to the responsible applicant per the Evaluation Criteria in this RFA, with best value consideration. Issuance of this RFA does not constitute an award commitment on the part of the Government, nor does it commit the Government to pay for costs incurred in the preparation and submission of an application.

Further, the Government reserves the right to reject any or all applications received. In addition, final award of any resultant Cooperative Agreement cannot be made until funds have been fully appropriated, allocated and committed through internal USAID procedures. While it is anticipated that these procedures will be successfully completed, potential applicants are hereby notified of these requirements and conditions for award. Applications are submitted at the risk of the applicant; should circumstances prevent award of a cooperative agreement, all preparation and submission costs are at the applicant's expense.

While for-profit firms may participate, pursuant to 22 CFR 226.81 and in accordance with applicable cost standards (22 CFR 226, OMB) it is USAID's policy not to include profits of any nature under agreements. However, all reasonable, allocable and allowable expenses, both direct and indirect, which are related to the agreement program (Circular A-122 for non-profit organization, OMB Circular A-21 for universities, and the Federal Acquisition Regulation (FAR) Part 31 for profit organizations), may be paid under the agreement.

Applicants under consideration for an award that have never received funding from USAID will be subject to a pre-award audit to determine fiscal responsibility, ensure adequacy of financial controls, and establish an indirect cost rate.

All guidance included in this RFA takes precedence over any reference documents referred to in the RFA. Any clarification questions concerning this RFA should be submitted via email by the date listed above. Oral explanations or instructions given before award of a Cooperative Agreement will not be binding. Any information given to a prospective applicant concerning this RFA will be furnished promptly to all other prospective applicants as an amendment of this RFA, if that information is necessary in submitting applications or if the lack thereof would be prejudicial to any other prospective applicants.

The preferred method of distribution of USAID RFA information is via the Internet. This RFA and any future amendments can be downloaded from <http://www.grants.gov>. Click on "Search for Grant Opportunity," then click on "Browse by Agency" and choose U.S. Agency for International Development, then click on the Opportunity titled, Biodiversity Understanding in Infrastructure and Landscape Development (BUILD) "RFA". If you have difficulty accessing the RFA, please contact the Grants.gov Helpdesk at 1-800-518-4726 or via e-mail at support@grants.gov for technical assistance. Receipt of this RFA through grants.gov must be confirmed by written notification to the contact person noted below. It is the responsibility of the recipient of the grant document to ensure that it has been received from Grants.gov in its entirety and USAID bears no responsibility for data errors resulting from transmission or conversion processes.

Applications must be received by the closing date and time indicated at the top of this cover letter. Late applications will not be accepted.

Applications submitted via mail or courier service shall be submitted in two separate parts and delivered in two separate envelopes: (a) technical and (b) cost or business application. The technical application shall consist of one (1) original, three (3) copies and an electronic (CD-ROM, USB drive, etc.) copy. The cost or business application shall also consist of one (1) original, two (2) copies and an electronic copy (i.e. CD-ROM, USB drive, etc.). Should there be any discrepancy between the original and electronic copy, the original shall take precedence. Applications shall be submitted with the name and address of the applicant and RFA # (referenced above) inscribed thereon, to:

(By Mail, Courier Service/ Hand Delivery)
U.S. Agency for International Development
Attn: Robert Johnson
Agreement Specialist
M/OAA/EGAT SA-44, 562-E
1300 Pennsylvania Avenue, NW
Washington, D.C. 20523-3700

Please use the phone at the visitor's desk to contact:
Mr. Robert Johnson, 202-567-5053

Applications submitted via fax or email will not be accepted. Applicants should retain for their records one copy of all enclosures which accompany their application.

All guidance included in this RFA takes precedence over any reference documents referred to in the RFA. Any clarification questions concerning this RFA should be submitted via email by the date listed above. Oral explanations or instructions given before award of a Cooperative Agreement will not be binding. Any information given to a prospective applicant concerning this RFA will be furnished promptly to all other prospective applicants as an amendment of this RFA, if that information is necessary in submitting applications or if the lack of it would be prejudicial to any other prospective applicants.

Any additional information regarding this RFA will be furnished through an amendment to this RFA.

Sincerely,

Sara Bame-Kum
Agreement Officer

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ABBREVIATIONS AND ACRONYMS

AAPD	Acquisition & Assistance Policy Directive
ADS	Automated Directives System
AOTR	Agreement Officer's Technical Representative
BUILD	Biodiversity Understanding in Infrastructure and Landscape Development
CFR	Code of Federal Regulations
CV	Curriculum Vitae
DAC	Development Assistance Committee (part of OECD)
DEC	Development Experience Clearinghouse
EGAT	Economic Growth, Agriculture and Trade (part of USAID)
IEE	Initial Environment Examination
IEG	Independent Evaluation Group (part of the World Bank)
GDP	Gross Domestic Product
OECD	Organization for Economic Co-operation and Development
PMP	Program Management Plan
RFA	Request for Assistance
SEA	(Ecosystem-based Planning and) Strategic Environmental Assessments
TEC	Technical Evaluation Committee
USAID	United States Agency for International Development
USG	U.S. Government

DEFINITIONS

Agreement Officer – A person with the authority to (1) enter into, administer, terminate, and close out assistance agreements, and (2) make related determinations and findings on behalf of USAID. An Agreement Officer may only act within the scope of a duly authorized warrant or other valid delegation of authority. The term "Agreement Officer" includes persons warranted as "Grant Officers." It also includes certain authorized representatives of the Agreement Officer acting within the limits of their authority as delegated by the Agreement Officer. (Chapters 303, 304)

Assistance - Financial support to accomplish a public purpose, including grants, cooperative agreements and other agreements in the form of money, or property in lieu of money, by the Federal Government to an eligible recipient. The term does not include technical assistance, the provision of services instead of money; other assistance in the form of loans, loan guarantees, interest subsidies, or insurance; direct payments of any kind to individuals; or, contracts which are required to be entered into and administered under procurement laws and regulations. (Chapter 303, 304)

Award - Financial assistance that provides support or stimulation to accomplish a public purpose. Awards include grants and cooperative agreements. (Chapter 303)

Contractual - Any goods and services being procured through a contract mechanism.

Equipment - Estimated types of equipment (i.e., model #, cost per unit, quantity.)

Other Direct Costs - This includes communications, report preparation costs, passports and visas fees, medical exams and inoculations, insurance (other than insurance included in the applicant's fringe benefits), equipment (procurement plan for commodities), office rent abroad, branding/marketing supplies, etc. The narrative should provide a breakdown and support for all and each other direct costs.

Recipient – The prime recipient of the award. An organization that receives direct financial assistance (a grant or cooperative agreement) to carry out an activity or program. (Chapters 303, 304, 305, 591)

Supplies - Supply items related to this activity (e.g., specimen collection, sample transport, administrative.)

SECTION I – FUNDING OPPORTUNITY DESCRIPTION

A. PROGRAM DESCRIPTION

1. Program Overview

The goal of this USAID program is to maximize human and ecological outcomes by reducing the threat of infrastructure development to high-biodiversity ecosystems through effective policy, regulatory and planning approaches focused on engagement with government decision-makers, local stakeholders and civil society. USAID will support the development and testing of innovative and catalytic approaches in the policy, regulatory and planning realm to reduce the threat of infrastructure development to high-biodiversity ecosystems. BUILD will capture and disseminate best practices in order to scale-up what works. This investment will further Agency efforts to support integrated approaches to development by focusing on the nexus of conservation and infrastructure sectors.

2. Background

The development of physical infrastructure (roads, bridges, dams etc.) is a critical element of any country's economic growth and development trajectory. In a 2010 presentation, the Secretariat of the Convention on Biological Diversity noted that an estimated \$400 billion in public funds will be spent on infrastructure projects annually in Asia over the next 20 years, and \$10 billion annually in Africa over the same period of time. All told, current estimates of public funding for infrastructure projects total \$35 trillion worldwide over the next two decades.¹ These figures do not include the additional billions of dollars also being spent on infrastructure projects annually by non-governmental entities including private corporations, and bilateral/multilateral institutions.

The development of physical infrastructure is not environmentally or socially neutral. The potential benefits to society of well planned, coordinated and managed infrastructure such as road systems and irrigation dams are clear, but infrastructure which is poorly planned or implemented and does not take into account the full costs of development (including the totality of environmental and social impacts) have been identified by many of the Agency's implementing partners and technical experts as a key threat to biodiversity and ecosystem integrity worldwide.

Poorly planned or designed infrastructure can also be a deterrent to sustained and responsible development, may not be the most cost effective development path nor be of wide benefit to stakeholders.

¹ Integrating biodiversity considerations into urban infrastructure development. 2010. <http://www.cbd.int/authorities/doc/mayors-02/Chantal-Robichaud-en.pdf>

Benefits derived for men and women are often unequal, given the gender differences that exist in terms of access, mobility, design, resource allocation, public input and economic opportunity. Infrastructure development can have many negative impacts on biodiversity and natural systems, including loss and destruction of habitat for species and introduction of pollutants and waste materials into ecosystems. These negative ecological impacts often have implications for human populations-at varying degrees for women and men-including loss of food and water security from declining productive arable land and fish populations and fragmented forests. Human populations are also exposed to increased health risks from pollution and shifts in transmission of infectious diseases, and increased vulnerability to climate change due to decreased ecosystem resilience.

Although there has been little research and investment on gender issues in the nexus of biodiversity and physical infrastructure specifically, there has been extensive research on gender issues in the biodiversity conservation field and on the integration of gender into infrastructure development. In the conservation field it has long been recognized that men and women use natural resources differently, and play different roles in the stewardship and governance of these resources.

Further, men and women are impacted by the degradation of ecosystems differently. In the infrastructure field, the Organization for Economic Co-operation and Development (OECD) finds that there is a common assumption that men and women will bear the same impacts, both positive and negative of infrastructure development and that many infrastructure projects are “gender blind,” not taking into account differentiated impacts on men and women.² Given this finding, BUILD will use a gender aware-lens to carry out its activities.

Many countries where USAID works have policy and regulatory structures that mandate environmental impact assessments and mitigation actions, but all too often these processes are treated as a ‘box-checking’ exercise, are of low technical merit or go unimplemented. They are often regarded as bureaucratic hurdles in the pathway to infrastructure project development rather than as tools to consider potential impacts, mitigative measures and alternative options.

Further, “once a proposed [dam] project has passed preliminary technical and economic feasibility tests and attracted interest from government, external financing agencies or political interests, the momentum behind the project often

² Why Gender Matters in Infrastructure. Organization for Economic Cooperation and Development Assistance Committee Network on Gender Equality. <http://www.siyanda.org/search/summary.cfm?nn=2082&ST=SS&Keywords=energy&SUBJECT=0&Donor=&StartRow=21&Ref=Sim>

prevails over further assessments.”³ Even when environmental compliance procedures are carried out and implemented, they often only consider project-level impacts and measures which often miss broader and cumulative impacts across wider ecological systems.

Ecosystem-based Planning and Strategic Environmental Assessments (SEAs) are ways to more effectively capture and understand the broader impacts, alternatives and options for infrastructure development beyond the project or site-based scale throughout all the stages of decision making, neither of which have been broadly or effectively adopted within the development community.

Additionally, disjointed and uncoordinated planning and decision-making processes within governments make meaningful cooperation with the infrastructure sector challenging. Lack of capacity, resources, transparency and corruption compound these difficulties.

The rapid and uncoordinated development of infrastructure and resulting increase in the free flow of goods and people in many of the places USAID works is taking a toll on ecosystem connectivity and integrity resulting in the loss of biodiversity. Roads and bridges bisect previously intact forests and grasslands, transmission lines cut through protected areas and dams stop free-flowing rivers, retarding fish migration and sediment transport. Dam development on tributaries and mainstems of the world’s rivers pose a particularly serious threat to both aquatic biodiversity and to food security.

The secondary impacts of providing improved access to previously intact ecosystems include increases in unregulated hunting and logging. Improved transportation routes increase the ease and profitability of the wildlife trade, while facilitating the spread of infectious diseases that impact human and animal health.

The cumulative impacts and spatial implications of infrastructure development in a landscape, watershed or national-scale are often not considered and can result in decreasing benefits from the infrastructure itself (decreased river flows and power revenues) and escalating ecosystem impacts (shoreline erosion and severe fragmentation). Where men and women are reliant on these natural resources to different degrees, gender barriers may prevent gender equality.

There are also major economic impacts from poorly planned infrastructure projects. A 2007 Evaluation Brief produced by the Independent Evaluation Group (IEG) of the World Bank noted that “These environmental costs (of infrastructure)

³ Dams and Development: A New Framework for Decision-Making, 2000. <http://www.dams.org>

have been estimated to reach four to eight percent of GDP for some developing countries, with most of the effects falling on the poor,"⁴ and in all probability, with specific negative impact on women. This is particularly true in cases where women are not part of consultations, have little or no voice in decision-making, and are not involved in design and construction.

The international biodiversity conservation community has often not been able to effectively engage with the infrastructure development community primarily because conservation organizations often become involved in the dialog during the construction or post-construction phase of a project when the opportunity to avoid or mitigate negative impacts to ecosystems is relatively small. As a result, the conservation community often enters the debate too late, long after communities and governments have accepted the project, anticipating the benefits while not being fully aware of the potential drawbacks. Consequently, conservation groups have historically resorted to activism to stop or delay projects, with limited success and alienation of potential government, multilateral and private sector partners.

Entry points for engagement in the infrastructure development process fall along a spectrum including: policies, regulatory and legal frameworks; sector or integrated development planning; project identification and development; compensation and; mitigation. The earlier along this spectrum that transparent and inclusive dialog occurs between the conservation and infrastructure development communities about the true social and environmental costs and benefits and who has the rights, will bear the risks and reap the rewards of various development options, the higher the likelihood of optimal outcomes for human and ecological communities.

There is an increased chance of having ecological values and impacts considered in infrastructure development through engagement with government decision-makers, local stakeholders and civil society in policy and regulatory framework formation, reform and implementation and through integrated infrastructure and development planning that takes into account ecosystem and biodiversity values.

⁴ The Nexus Between Infrastructure and Environment. 2007.
www.siteresources.worldbank.org/INTOED/.../infrastructure_environment.pdf

B. EXPECTED PROGRAM RESULTS AND REQUIRED ELEMENTS (TECHNICAL APPROACH)

BUILD: Biodiversity Understanding in Infrastructure and Landscape Development

1. Goal

The goal of BUILD is to improve policy, regulatory and planning approaches to avoid or reduce negative impacts of infrastructure development on bio-diverse ecosystems through innovation and learning. BUILD will focus on engagement with government decision-makers, local stakeholders and civil society.

2. Development Challenge

The development challenge this program addresses is to maximize human and ecological outcomes by reducing the threat of infrastructure development to high-biodiversity ecosystems.

3. Approach

USAID is uniquely suited to support innovation, learning and to be a catalyzing force for positive change in increased integration of the biodiversity conservation and infrastructure development sectors. USAID will support applicants to implement innovative, collaborative and integrated policy, regulatory and planning approaches to mitigate the threat that infrastructure development poses to priority biodiversity worldwide. The program will capture and disseminate best practices in order to scale-up what works. BUILD will place equitable and transparent stakeholder dialog and inclusion at its core. It will ensure gender equality and women's empowerment by analyzing and addressing the gender issues within the biodiversity and infrastructure development nexus as they related to policy, regulatory and planning approaches.

USAID will provide funding to targeted policy, planning and learning activities that have the potential to be catalytic in shifting the dialog and process of infrastructure development to decrease negative impacts on biodiversity while promoting ecosystem-based approaches. BUILD will focus on engagement with government, local stakeholders and civil society rather than taking a private sector or investor approach to addressing the biodiversity/infrastructure challenge. Successful applicants will further Agency efforts to support integrated approaches to development, by focusing on the nexus of conservation and infrastructure sectors and partners.

Program objectives are three-pronged:

- Objective 1: Develop and test innovative policy, regulatory and planning approaches to reduce or avoid negative impacts on bio-diverse

ecosystems of infrastructure development through collaboration with local government, civil society and local stakeholders.

- Objective 2: Increase the capacity of decision makers and stakeholders to apply, institutionalize and perpetuate these effective approaches.
- Objective 3: Generate, capture and disseminate best practices in order to understand and scale-up what works.

4. Expected Results:

Expected results across the three objectives above *could* include:

- Policies and regulatory frameworks for landscape and infrastructure development that integrate and protect biodiversity values through a holistic ecosystem-based perspective.
- Infrastructure planning approaches that integrate and protect a broad set of biodiversity values across a landscape and seascape scale.
- Tools to support ecosystem-based infrastructure policy and planning approaches.
- Increased capacity of decision makers and stakeholders to apply and institutionalize these tools and approaches.
- Increased understanding, availability and utilization of effective approaches and tools for infrastructure policy and planning that integrate and protect biodiversity values through a holistic ecosystem-based perspective.

5. Target Geographies:

This investment will be working at the global level generating, capturing and disseminating best practice approaches and tools informed by key policy, planning and capacity-building activities in a limited number of high-priority landscape(s) and/or seascape(s).

These areas should be selected based on their high-biodiversity value, level of threat posed by infrastructure to the ecosystems and demonstrated potential for change in infrastructure policy and planning approaches for positive outcomes for bio-diverse ecosystems and the people who depend on them. USAID expects proposed approaches will be diverse in nature and that a significant portion of the funds will be dedicated to efforts aimed at understanding what is working and then increasing the adoption of effective approaches in areas of with a high level of urgency in terms of infrastructure threats to biodiversity.

USAID encourages applicants to build on and enhance ongoing efforts and forge new ground in the area.

USAID has identified several geographic regions of particular priority for infrastructure pressure on bio-diverse ecosystems including:

- The Albertine Rift
- The Amazon and Andes
- The Durian Steppe
- The Himalayas
- The Lower Mekong
- The Serengeti

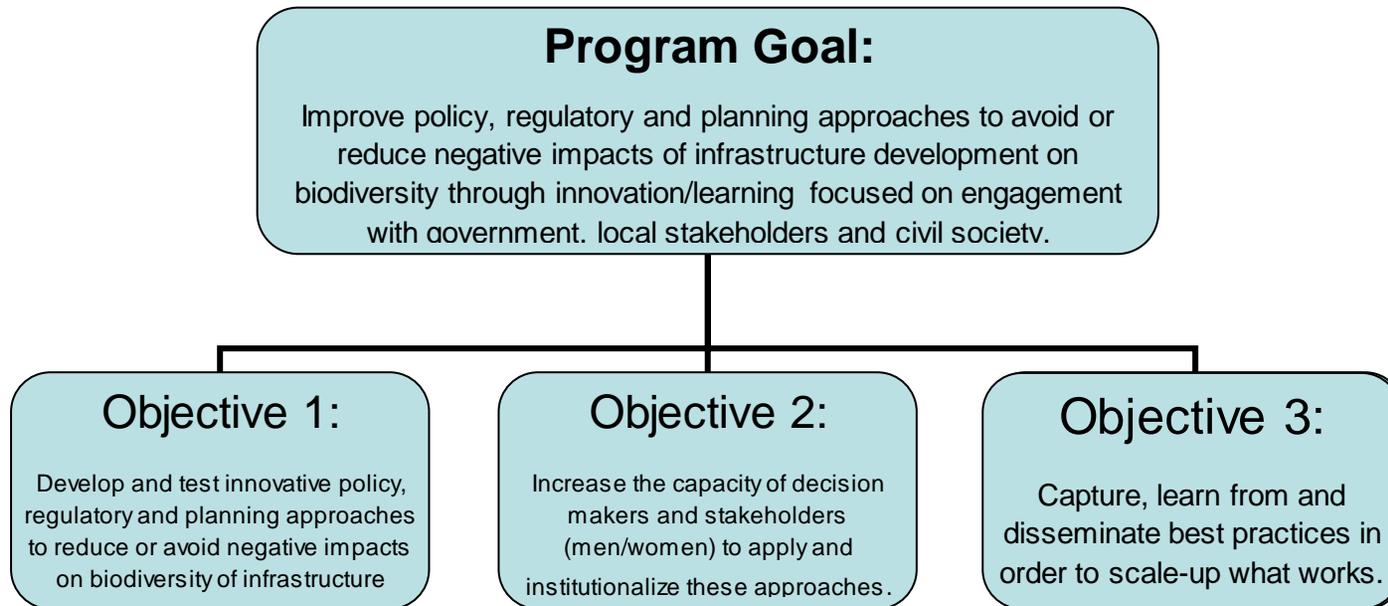
Field activities do not necessarily have to be trans-boundary in nature, but interventions in the regions listed above have been identified as high-priority. Areas that serve critical ecological functions such as migratory routes and biological corridors are of particular importance.

If there are proposed activities outside of the regions listed above the applicant should provide a strong justification for why activities in these locations are a priority.

Finally, USAID is interested in working with governments and in countries where there is an indication of commitment and willingness to make positive change and progress in the area of infrastructure and biodiversity regulation, policy and planning. Applicants should clearly demonstrate that this is the case for any proposed areas of site-based engagement. If country-based activities are planned relevant USAID missions will be asked to review the activity, provide input and approval prior to award.

Development Challenge:

Maximize human and ecological outcomes by reducing the threat of infrastructure development to high-biodiversity ecosystems.

**Expected Results Could Include:**

- Policies and regulatory frameworks for landscape and infrastructure development that integrate and protect biodiversity values through a holistic ecosystem-based perspective.
- Infrastructure planning approaches that integrate and protect biodiversity values across a landscape and seascape scale.
- Tools to support ecosystem-based infrastructure policy and planning approaches.
- Increased capacity of decision makers and stakeholders to apply and institutionalize these tools and approaches.
- Increased understanding, availability and utilization of effective approaches and tools for infrastructure policy and planning that integrate and protect biodiversity values through a holistic ecosystem-based perspective.

Illustrative standard indicators:

- Number of policies, laws, agreements or regulations promoting sustainable natural resource management and conservation that are implemented as a result of USG assistance.
- Number of people (men/women) receiving USG supported training in natural resources management and/or biodiversity conservation.

6. Technical Elements

USAID is seeking programs that use both innovative and tested methodologies to achieve conservation success. Based on past programs and analyses USAID has learned that long-term effective biodiversity interventions require a holistic, systems-based and adaptive approach to addressing conservation challenges. For this program, USAID requires that all successful applicants address five critical elements: (1) Programs take a systems approach; (2) Programs are threats-based; (3) Programs should be managed adaptively; (4) Program successes can be scaled-up to increase conservation and development success and; (5) Programs are designed and implemented to achieve financial, social and ecological sustainability. Applicants should include a brief section in their application addressing their approach to each of these technical elements.

These Elements are further discussed below:

- a. **System-Based Approach-** USAID takes a holistic, systems approach to biodiversity programming that considers the multiple dimensions, actors, dynamics and interactions of the human and ecological systems in which we engage. USAID has found that there are several principles that are important in applying systems thinking: The whole system perspective, where a wide-angle view of an issue is taken to understand the inter-relationships of all its parts and how activities can target leverage points. Specific interventions and engagement at these leverage points have the potential to trigger systemic change. Through experience, USAID knows that tapping into and working with networks is important and realizes that everyone in the system is a communicator with diverse values, perspectives and roles. Applicants should describe how their proposed activities apply a system-based approach to addressing the development challenge.
- b. **Threats- Based Approach** - USAID's biodiversity programs take a threats-based approach that addresses the main threats to biodiversity targets, the drivers and enabling conditions. See the following websites for additional information:

http://pdf.usaid.gov/pdf_docs/PNADE258.pdf

http://conservationmeasures.org/CMP/IUCN/Site_Page.cfm

The fundamental component of a threats-based approach is its focus on strategic conservation planning and action. USAID has identified unplanned or poorly planned infrastructure development that does not take into account the totality of environmental and social values and costs as a leading threat to priority biodiversity worldwide. Applicants should clearly describe how proposed activities are designed, implemented and monitored based on their ability to abate this key threat to high-biodiversity ecosystems.

- c. **Scaling-up-** Conservation impact can be increased when programs (a) are able to use innovative approaches to involve more stakeholders and a wider variety of partners to increase the scale or reach of program impact and, (b) effectively communicate their best practices to the global conservation and development community. Applications should describe how their program will address both scaling-up impact and knowledge and present a framework to do so from the landscape/seascape to the regional and global conservation, development and infrastructure community.
- d. **Sustainability** - USAID prioritizes and is intentional about the sustainability of investments. Ecological, Financial and Social dimensions of sustainability all play a critical role in insuring that the approaches, policies, lessons and impacts of investments have broad development benefits and are perpetuated. Applicants should articulate how their programs will address ecological, social and financial sustainability aspects of proposed activities.
- e. **Adaptive Management-** Biodiversity conservation work and challenges are complex and ever-changing. As such, programs must be adaptable to changing enabling conditions, policy changes, and opportunities. Policy, regulatory and planning initiatives must respond to changing political climates and catalytic opportunities. Scaling-up and learning approaches need to adapt and respond to new and dynamic contexts and needs. Programs should therefore be structured in such a way that they monitor progress, generate timely information for management, and adapt as necessary to achieve conservation impact. Applicants should clearly describe adaptive management processes that will be used to assess progress and utilize data collected to improve decision-making and program implementation and management. This adaptive management framework should include, but not be limited to, a robust and specific Monitoring and Evaluation (M&E) protocol with associated results-oriented indicators for assessing progress towards goals over the life of the program.

C. PROGRAM MANAGEMENT, MONITORING, ADAPTIVE MANAGEMENT AND EVALUATION

Program outcomes, outputs and impacts will be closely monitored through a USAID Program Management Plan (PMP) which is expected to contain both USAID standard indicators and custom indicators developed collaboratively with the implementing partner(s) and USAID. Indicators will be required to be sex disaggregated where appropriate and will include gender sensitive targets.

Applicants are expected to include an illustrative PMP in their application package that includes standard and custom indicators, methods and timeframes for monitoring and adaptive management. Illustrative USAID standard indicators include:

- Number of policies, laws, agreements or regulations promoting sustainable natural resource management and conservation that are implemented as a result of USG assistance.
- Number of people (men/women) receiving USG supported training in natural resources management and/or biodiversity conservation.

USAID and implementing partners who are managing BUILD will implement an adaptive approach drawing on information and lessons coming from both the formal monitoring framework and the day-to-day management of the program. USAID intends to carry out a program evaluation at the end of the three-year investment.

The application should describe how the Cooperative Agreement and program activities will be managed. The technical and managerial experience of the proposed Key Personnel and his/her role in the award management should be discussed.

Applicants should clearly articulate how its organization(s) will address the variety of skills required to technically and programmatically meet the objectives and technical elements of the program. Information on Past Performance of the organization(s) should support this discussion.

D. BRANDING REQUIREMENTS

In an effort to more accurately credit the American people for the foreign assistance they finance, USAID has engaged in a branding campaign. Effective August 26, 2005, all USAID-sponsored assistance awards are required to adhere to branding policies and revised marking requirements for grants and cooperative agreements in accordance with AAPD 05-11. This includes visibly displaying the USAID Standard Graphic Identity that clearly communicates assistance is, "From the American people" on all programs, projects, activities, publications, public communications, and commodities provided or supported through USAID assistance awards.

AAPD 05-11 requires that, after the evaluation of the applications, the USAID Agreement Officer will request the Apparently Successful Applicant to submit a Branding Strategy that describes how the program, project, or activity is named and positioned, how it is promoted and communicated to beneficiaries and cooperating country citizens, and identifies all donors and explains how they will be acknowledged. USAID will not competitively evaluate the proposed Branding Strategy. http://www.usaid.gov/business/business_opportunities/cib/pdf/aapd05_11.pdf.

E. GEOGRAPHIC CODES

In accordance with the limitations on USAID's ability to procure goods and services outside of the United States (see the Foreign Assistance Act of 1961 and 22 CFR 228), source and origin of goods and nationality of suppliers of goods and services under the project will be from the United States, Geographic Code 000. Some local procurement is also allowed. Please reference Standard Provision C.16 Local Procurement for thresholds for 935, Local Procurement.

Code 000 - The United States of America, any State(s) of the United States, the District of Columbia, and areas of U.S. Associated sovereignty, including commonwealths, territories and possessions.

F. REPORTING REQUIREMENTS

The Recipient shall submit Annual Work Plans and performance reports for the Recipient's Program with format, content and time schedule substantially as described below. The details of the format and submission schedule may be modified in agreement between the USAID AOTR and the Recipient. The Recipient's reporting shall correspond to USAID required indicators and should include progress toward benchmarks and result indicators of development impact. In addition, qualitative descriptions of success stories and achievements to illustrate Program impacts shall be included, when possible. Work Plans and reports shall be prepared to be available for public reference and limited distribution. Financial or other proprietary information can be provided in an Addendum for USAID and noted in the Work Plan or report.

1. **Annual Work Plans** will be require each year for the Recipient's program, with plans developed based on the US fiscal year (October 1 through September 30). The first Annual Work Plan will be due 30 days after award. The second Annual Work Plan will be due on October 1, 2012 and annually on October 1 thereafter. Work Plans will be submitted and discussed with the EGAT Agreement Officer's Technical Representative (AOTR). USAID approval by the AOTR is required for each Annual Work Plan. The Recipient shall revise the initial Work Plan, as necessary, and finalize it within two months of award of the Cooperative Agreement. Subsequent Annual Work Plans are required by October 1 each year. AOTR approval of the Annual Work Plan will authorize use of funds for the program for the next fiscal year.

2. **Annual Performance Reports** will cover all of the Recipient's Program activities over the course of a fiscal year (October 1 through September 30). The Annual Report will be submitted by September 30 of the fiscal year for the report. [Note: It is recognized that some program data for the entire year may not be available in time for inclusion in the Annual report to be submitted by September 30. The Recipient shall make its best effort to produce a comprehensive Annual Report, but there may be occasions when some program activities and results are carried over for reporting in the subsequent year.] The September 30 deadline for Annual Report submission is necessary to meet USAID reporting requirements and minimize ad hoc requests for performance and impact data.

Annual Reports need not be lengthy (10-20 pages anticipated), but should summarize the status of project implementation over the year, as assessed against planned activities, outputs, and outcomes set forth in the Annual Work Plan and Program Description. No fixed page limitations are imposed and additional material can be included in annexes, if necessary.

Annual Reports should include, but are not limited to, the following:

- Summary of Experience with Program Implementation
- Explanations of Deviations from Expectations for Performance Indicators
- Major Impacts and Accomplishments over the Reporting Period
- Major Implementation Problems
- Success Stories

3. **Ad Hoc Reporting** Ad hoc reports shall be provided by the Recipient as requested by the Agreement Officer and/or the USAID AOTR.
4. **Program Management Plan** reports will include data on Performance and Impact Indicators, including sex disaggregated statistical data on indicators. Monitoring and reporting reports are due October 15 annually. In addition to reporting on USAID indicators, the performance reports are required present the information contained in 22 CFR 226.51(d).
5. **Final Report** shall be submitted at the end of the Program or within 90 days after the end date of the Cooperative Agreement. The Final Report shall contain the information contained in 22 CFR 226.51(d). The Final Report shall provide a comprehensive presentation of the experience, activities and results achieved under the program. The format for the Final Report shall be discussed with the USAID AOTR prior to its preparation. Final Project Reports should include, but are not limited to, the following:
- a) Executive Summary
 - b) Over-all Summary of Implementation Experience
 - c) Summary of Activities and Accomplishments
 - d) Data on Performance and Impact Indicators
 - e) Listing of Major Outputs and Accomplishments
 - f) Key Impacts and Successes and Failures

- g) Major Lessons Learned
- h) Recommendations for the Future

The Final Report shall include an assessment of progress made toward accomplishing the project objectives and expected results, significance of these activities and accomplishments, and potential future impact resulting from project achievements. Inclusion of selected “success stories” is encouraged. The final report should also include a final fiscal report that describes how funds were used.

6. **Financial Reporting.** The Recipient shall submit one original and one copy of each required financial report. Financial Reports shall be in keeping with 22 CFR 226.52. Recipient shall list each country included in the program and the total amount expended for each country under the award for the reporting period in the “Remarks” block on the “Financial Status Report” SF 425, or on a separate sheet of paper with the “Request for Advance or Reimbursement” SF 270. Financial Reports will be required on a quarterly basis. The recipient shall submit these forms in the following manner:
- a) The SF 425 shall be submitted electronically to the designated AOTR and copied to the Agreement Officer.
 - b) The SF 425 will be submitted via electronic format to the U.S. Department of Health and Human Services (<http://www.dpm.psc.gov>). A copy of this form shall also be simultaneously submitted to the Agreement Officer and the designated AOTR.
 - c) In accordance with 22 CFR 226.70-72 the original and one copy of final financial reports shall be submitted as follows: M/FM, the Agreement Officer, and the AOTR.
7. **Program Evaluation.** USAID intends to conduct a final program evaluation of BUILD per USAID’s Evaluation Policy (www.usaid.gov/evaluation/). Discussions between USAID and the Recipient shall precede such external evaluations, findings from which will be discussed in joint reviews. The Recipient shall collaborate with USAID in carrying out such external evaluations. The Recipient may, conduct internal Program Evaluations to improve its program planning management. Plans for such evaluations shall be included in the Annual Work Plans. Copies of such internal evaluations funded with Agency funds through BUILD shall be provided to USAID and posted on the Development Experience Clearinghouse (DEC).
8. **Submission of Reports.** In reporting for the Cooperative Agreement, the Recipient shall submit an electronic copy of the report to the designated AOTR in USAID/Washington. For the Final Report, the Recipient shall submit an electronic copy to USAID/Washington AOTR, to the Agreement Officer, and to electronic copy to the DEC.

Documents submitted to the DEC should be sent in original format via email to: docsuubmit@dec.cdie.org Please reference http://www.dec.org/submit_doc.cfm

website or contact one of the following concerning any questions your organization may have on the use of DEC and reporting requirements:

Development Experience Clearinghouse (DEC)

E-mail: docsubmit@dec.cdie.org

Phone: (301) 562-0641

USAID/PPD/DEI

Phone (202) 712-4696

SECTION II - AWARD INFORMATION

A. ESTIMATE OF THE FUNDS AVAILABLE AND THE NUMBER OF AWARDS

USAID intends to make one award in the form of a three-year Cooperative Agreement valued at \$1.2 million contingent on the availability of funds.

B. START DATE AND PERFORMANCE PERIOD

The anticipated start date of this Cooperative Agreement is September 1, 2011. The estimated period of performance is 3 years from September 1, 2011 through August 31, 2014.

C. SUBSTANTIAL INVOLVEMENT

USAID intends to award a Cooperative Agreement to the applicant whose application offers the greatest value for the Program described herein. A Cooperative Agreement implies a level of “substantial involvement” by USAID to assist the recipient in achieving the supported objectives of the program. The Agreement Officer has delegated the Substantial Involvement approvals listed below to the Agreement Officer’s Technical Representative (AOTR). Any changes to the Program Description or the approved budget shall only be approved by the Agreement Officer *in writing*, in consultation with the AOTR.

USAID shall be substantially involved in the Cooperative Agreements follows:

- Approval of the Recipient’s Annual Work Plans;
- Approval of key personnel (Program Director);
- Approval of the Recipient’s Performance Management Plan;
- Approval of the Monitoring and Evaluation (M&E), Plan; and
- Approval of all subcontractors and sub-recipients
- Approval of Implementation Plan

SECTION III – ELIGIBILITY INFORMATION

A. ELIGIBILITY INFORMATION

1. General: The BUILD Cooperative Agreement will be fully competed, and competition is unrestricted. For-profit businesses must waive profits and/or fees to be eligible to submit an application. Faith-based and community organizations are eligible to apply. USAID encourages applications from new partners.
2. All applicants must have managerial, technical, and institutional capacity to achieve the results outlined in this RFA.
3. Cost Share: USAID has established a cost share minimum of 10% of the USAID-funded or obligated amount projected up to the maximum ceiling for the recipient award. Such funds may be mobilized from the recipient, other multilateral, bilateral donors; host governments, local organizations, communities and private business that contribute sharing in grants and cooperative agreements. Please see 22 CFR 226.23 at <http://ecfr.gpoaccess.gov>.

SECTION IV APPLICATION AND SUBMISSION INFORMATION

A. General

1. All applications received by the deadline will be reviewed for responsiveness to the specifications outlined in these guidelines and the application format. Technical applications should be specific, complete and presented concisely. The applications should demonstrate the applicant's capabilities and expertise with respect to achieving the goals of this program. The applications should take into account the technical evaluation criteria provided below.
2. The application should be prepared in accordance with the structural format set forth below. Applications must be submitted to the location indicated in the cover letter accompanying this RFA by the date and time specified. Incomplete applications run the risk of not being considered in the review process. Late applications will not be considered for award.
3. Applicants should retain for their records one copy of the application and all enclosures which accompany their application.

B. Application Submission

1. All Applicants must submit the application using the SF-424 series, which includes:
 - **SF-424, Application for Federal Assistance**
 - **SF-424A, Budget Information – Non-construction Programs**
 - **SF-424B, Assurances – Non-construction Programs**

The program described herein includes non-construction elements. Therefore, these mandatory forms for non-construction programs must be completed. Costs for non-construction activities should be included on the SF-424A. Copies of these forms may be found as an attachment to this RFA.

2. To facilitate the competitive review of the applications, USAID will consider only applications conforming to the format prescribed below. Applicants are required to submit one (1) original plus three (3) copies of a technical application and one (1) original plus two (2) copies of the cost/business application. In addition to hard copies, technical and cost/business applications must be submitted in electronic format (CD-ROM, USB drive, etc.) compatible with Microsoft Word 2000. Any graphics/tables must be formatted and compatible with MS Word 2000 or Excel 2000. Additionally, both the Technical Application and the Cost Application should be double sided (i.e. the printed information is on the front and back of each sheet of paper.)

3. All copies of the technical and cost/business applications must be placed separately in sealed envelopes clearly marked on the outside with the following words:

RFA Number: RFA-OAA-11-000010
RFA Title: BUILD

4. Applications must be submitted to the location indicated in the cover letter accompanying this RFA by the date and time specified. All applications received by the deadline will be reviewed for responsiveness to the specifications outlined in this document.
5. Applications submitted via fax or email will not be accepted. Applicants should retain for their records one copy of all enclosures which accompany their application. However, the Assistance Officer may request an applicant to send additional information via electronic media during the evaluation, award, and post-award process.
6. Applications should be submitted via courier shipment or hand delivered to the following address:

U.S. Agency for International Development
Attn: Mr. Robert Johnson
M/OAA/EGAT SA-44, 562-E
1300 Pennsylvania Avenue, N.W.
Washington, D.C. 20523-3700

Please use the phone at the visitor's desk to contact:
Mr. Robert Johnson, 202-567-5053

7. DELIVERIES TO 1300 PENNSYLVANIA AVENUE LOADING DOCKS
 - (a) ALL offerors/applicants delivering proposals/applications through all carriers (e.g., USPS, UPS, or FedEx) (not including individual hand delivery by the firm/organization) must complete a Freight Delivery Request Form available online at: <http://inside.usaid.gov/forms/a519-1.doc> and provide it to the contract/agreement specialist 72 hours in advance of delivery via email to rjohnson@usaid.gov with copy to sbame-kum@usaid.gov. The contract/agreement specialist or his designee will forward the form to Bureau of Management, Office of Administrative Services, Consolidation, Property, and Services Division (M/AS/FMD), Ronald Reagan Building & International Trade Center (ITC) Loading Dock Manager. Once a USAID loading dock representative accepts the delivery, this will be considered the actual time of USAID's acceptance.

- (b) USAID delivery hours at 1300 Pennsylvania Avenue in the RRB are from 9:00 a.m. to 3:00 p.m., Monday through Friday. Deliveries to be made before 9:00 a.m. and after 3:00 p.m. must receive prior approval from M/AS/FMD.
- (c) Advance notice of 72 hours must be given for all deliveries to the RRB. The freight company must fill out the Freight Delivery Request Form and then the customer must sign it and forward it to the M/AS/FMD. GSA controls deliveries to the RRB and will not accept unscheduled deliveries. Deliveries through the ground-level doors, on the 13th Street, the 13 1/2 Street, or the 14th Street, are strictly prohibited and will be turned away.
- (d) All vendors must report to 12TH and C Street S.W., Washington, D.C., for security scanning prior to reporting to the RRB. After the scanning is completed, the vendor has 30 minutes to report to the RRB.
- (e) The Loading Dock entrance is located at the 14th Street, South entrance to the RRB. The security guard will check for a valid state driver's license or commercial driver's license (CDL), vehicle registration card, and Bill of Lading/Manifest and will inspect the vehicle for security purposes.
- (f) Vendors making repeat daily deliveries (such as United Parcel Services (UPS), Federal Express (FedEx), and the U.S. Postal Service) must submit an annual roster with the required information to M/AS/FMD for the primary and alternate driver. Any changes to this roster must be immediately reported to M/AS/FMD.
- (g) Preferred truck size is 53 feet from bumper to bumper. If a larger truck is needed, the maximum trailer size is 45 feet, and the cab has to be parked in another bay. Arrangements must be made in advance with M/AS/FMD to ensure that a bay will be available to park the cab during off-loading.
- (h) Vendors and/or clients must mark at least two sides of all deliveries (see information below).

The following information must appear on the package/packing slip:

AGENCY: U.S. Agency for International Development
 NAME: Robert Johnson
 ADDRESS: M/OAA/EGAT, Rm. 562-E, SA-44
 1300 Pennsylvania Ave, NW
 Washington, D.C. 20523
 OAA PHONE: 202-567-5053

- (i) The driver is responsible for ensuring that all goods and materials are scanned through the loading dock X-ray machine. The driver must provide hand trucks, pallet jacks, or any other equipment needed to unload the delivery.

- (j) After the goods have been inspected and approved by the GSA Dock Guards, the USAID Designated Receiving Agent will deliver them to the customer for USAID.

8. HAND CARRIED DELIVERIES BY FIRM/ORGANIZATION TO FEDERAL CENTER PLAZA 301 C STREET, SW

If the offeror/applicant elects to hand-deliver the proposal, USAID advises the offeror/applicant that should security requirements at the Federal Center Plaza result in the proposal not reaching the designated office or being accepted by the contracting/agreement officer or his/her representative by the closing time for proposal submission, the proposal/application may be determined to be "late" and USAID has the discretion in accordance with applicable rules not to consider the offeror/applicant for award. Building security has the discretion to decide whether or not to allow the hand carrier into the building. Once in the Federal Center Plaza 301 C Street lobby, the firm/organization must contact the Contract/Agreement Specialist as listed. Only packages/boxes hand-carried (suggest having the box unsealed and open to expedite clearance) may be delivered through this entrance. After meeting the OAA staff member in the lobby, the individual representative of the offeror/applicant must go through security as would any visitor, and the OAA staff member will then take possession of the proposal after the visitor has been processed through security.

C. Technical Application Format

1. The Technical Application shall contain the following sections:
 - a. Cover Page;
 - b. Executive Summary;
 - c. Narrative
 - d. The Annex.

2. Applications are limited to sixteen (16) pages COMBINED for the Executive Summary (b) and Narrative (c) as stated in the technical application outline below. ANY PAGES OVER PAGE LIMITS WILL NOT BE EVALUATED. 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, 10 characters per inch with each page numbered consecutively, and no less than 1" margins on all sides. Footnotes, charts, and tables are exempted from this requirement (determination of abuse of this exception will be at the discretion of the Agreement Officer). Certifications and other signed pages may be submitted in PDF format.

3. The specific annexes that are listed below are the ONLY additional materials that will be accepted and evaluated. A proposed application outline (technical and

cost/business) is provided below. Annexes and items such as the cover page, dividers and the table of contents are not included in the page limitation.

a. Cover Page- The Cover Page shall include the applicant's name, identification of the primary contact person (by name, title, organization, mailing address, telephone number and email address) and the identification of the alternate contact person (by name, title, organization, mailing address, telephone number and email address). Applicants who include sensitive data that they do not want disclosed to the public for any purpose or used by the U.S. government except for evaluation purposes, should mark the cover page with the following legend:

This application includes data that shall not be disclosed outside the U.S. Government and shall not be duplicated, used, or disclosed - in whole or in part - for any purpose other than to evaluate this application. If, however, an agreement is awarded to this applicant as a result of this RFA, a final determination will be made regarding the extent to which data included in the cooperative agreement can be disclosed."

Applicant should also mark each sheet of data it wishes to restrict with the following legend: *Use or disclosure of data contained on this sheet is subject to the restriction on the title page of this application.*

b. Executive Summary- Summarize the key interventions, approaches and strategies employed to meet program goals and produce specified results. This section shall be limited to **one (1) page maximum**.

c. Narrative- the narrative section of the proposal should contain the following elements listed separately below:

- i. Technical Approach
- ii. Technical Capabilities and Management Plan
- iii. Past Performance

i. Technical Approach and Design- The Applicant must present a Technical Approach that outlines how the Applicant proposes to produce results and achieve the goal, objectives and technical elements stated in this RFA. This section shall be limited to **twelve (12) pages maximum**.

- *Introduction/Background:* The Applicant must demonstrate a clear and concise understanding of the current state of play, knowledge and cutting-edge approaches and at the nexus of biodiversity and infrastructure, highlighting key issues and challenges that must be appropriately addressed in order to effectively implement the program and achieve results.
- *Technical Approach:* Describe the overall approach of the applicant and application, including philosophy, organization, and decision-making

processes. Also include proposed methodologies for applying Technical Elements 1-4 listed to the proposed program of work.

- *Key Strategies and Interventions:* Describe key strategies, activities and interventions; how and where these will be carried out and; the anticipated results
- *Logical Frameworks and Causal Model(s):* Present a clear logical framework for the proposed program and any relevant causal models.
These will not count against the twelve page limit for this section.

ii. Technical Capabilities and Management Plan- This section shall be limited to **three (3) pages maximum.**

- *Key Personnel:* Provide a summary of experience and qualifications for key personnel proposed. The Program Director is expected to take a technical lead in the implementation of the program. Please provide three (3) references and a letter of commitment from the proposed Program Director (the letter of commitment can be included in the annexes).
- *Management Structure and Institutional Capacity:* Present a detailed description of the proposed management structure. Describe the organizations' institutional ability to successfully complete proposed work, including the organizations' institutional ability to address the requirements as indicated in the evaluation criteria. Describe any planned partnerships. The application should describe how the Cooperative Agreement will be managed. Applicants should clearly articulate how its organization(s) will address the variety of skills required to technically meet the objectives of BUILD.
- *Performance Management Plan:* The application should describe how actions and results will be monitored and assessed. The Performance Management Plan should describe how the applicant proposes to monitor and evaluate program activities and manage for results through the use of quantitative and qualitative indicators throughout the life of the Program. These should correspond clearly to the logical framework/causal model for the program. The applicant should also address the Adaptive Management technical element. The application should clearly describe an approach to adaptive management and present a discussion of how it will implement the approach over the life of the program. (Note: the PMP will not count against the page-limit and should be included as an annex).

iii. Past Performance- The applicant shall include a minimum of three past performance references for the past three years for current awards for efforts similar to this requirement (i.e. examples should be where the partner provided a significant contribution to the overall objective).

Identify the program activities as it relates to the Part I A. of this RFA.

The reference information shall include the location, current telephone number, e-mail addresses, point of contact, award number, dollar value, and brief description of work performed. Particular emphasis will be given to past experience implementing USAID activities. Organizations lacking relevant past performance history shall be given a “neutral” past performance rating that neither rewards nor penalizes those applicants. USAID recommends that you alert the contacts that their names have been submitted and that they are authorized to provide performance information concerning the listed contracts or agreements if and when USAID requests it.

d. Annex - the annex to the technical application should contain the following:

- Relevant maps of any site-based activity areas
- Performance Management Plan
- Branding and Marking Plan
- CV for Key Personnel
- Letters of Confirmation from Key Personnel
- Letters of Confirmation from sub-grantees

D. Cost Application Format

The Cost/Business Application must be submitted separately from the technical application. The application must be submitted using SF-424 and SF 424A “Application for Federal Assistance.” The form is downloadable on USAID’s website at: http://www.usaid.gov/procurement_bus_opp/procurement/forms/. The cost application should be for a period of 36 months.

Applicants should assume notification of an award approximately sixty (60) days after the date established as a deadline for receipt of applications.

All budgets shall include a summary sheet for the 36 month period, a summary and breakdown of the costs allocated to any sub-recipient or sub-awardee involved in the program, as well as the breakdown of the financial and in-kind contributions of all such organizations. The budgets should be provided in unprotected Microsoft Excel 2000 Format, with all formulas revealed.

Applicant must provide an accompanying cost or budget narrative by line item, which explains in detail the basis for how the individual line item costs were derived.

The cost application should contain the following budget categories:

Salary and Wages - Direct salaries and wages should be proposed in accordance with the organization's personnel policies. Details on the basis of estimate for each proposed salary should be sufficiently addressed in the budget narratives for all positions [key,

consultants, and non-key personnel]. Any proposed salary increase [initial or annual] must be sufficiently justified and supported with the organization's personnel policies.

Fringe Benefits - If the organization has a fringe benefit rate that has been approved by an agency of the Government, such rate should be used and evidence of its approval should be provided. If a fringe benefit rate has not been so approved, the application should propose a rate and explain how the rate was determined. If the latter is used, the narrative should include a detailed breakdown comprised of all items of fringe benefits (e.g., unemployment insurance, workers compensation, health and life insurance, retirement, etc.) and the costs of each, expressed in dollars and as a percentage of salaries.

Travel and Transportation - The application should indicate the number of trips, domestic, regional, and international, and the estimated costs. Specify the origin and destination for proposed trips, duration of travel, and number of individuals traveling. Per Diem should be based on the Applicant's normal travel policies.

Equipment - Estimated types of equipment (i.e., model #, cost per unit, quantity.)

Supplies - Supply items related to this activity (e.g., specimen collection, sample transport, administrative.)

Contractual - Any goods and services being procured through a contract mechanism.

Other Direct Costs - This includes communications, report preparation costs, passports and visas fees, medical exams and inoculations, insurance (other than insurance included in the applicant's fringe benefits), equipment (procurement plan for commodities), office rent abroad, branding/marketing supplies, etc. The narrative should provide a breakdown and support for all and each other direct costs.

Indirect Costs – Applicants should support the proposed indirect cost rate with a letter from a cognizant U.S. Government audit agency, a Negotiated Indirect Cost Agreement (NICRA), or with sufficient information for USAID to determine the reasonableness of the rates (For example, a breakdown of labor bases and overhead pools, the method of determining the rate, etc.).

New Recipients: Applicants that have never received a grant, cooperative agreement or contract from the U.S. Government are required to submit a copy of their accounting manual and procurement/management handbook relating to personnel and travel policies. The required Certifications, including the SF 424s, should be included with the Cost Application.

Applicants should attempt to minimize their administrative and support costs for managing the project to maximize the funds available for program activities.

The cost/business portion of the application should describe headquarters and field procedures for financial reporting. Discuss the management information procedure you will employ to ensure accountability for the use of U.S. Government funds. Describe program budgeting, financial and related program reporting procedures.

Indicate if financial commitments were made among partners during the preparation of the application. Budgets shall indicate the amounts committed to each member of the team. Letters of commitments from partners should be included.

Applicants must submit any additional evidence of responsibility deemed necessary for the Agreement Officer to make a determination of responsibility. The information submitted must substantiate that the Applicant:

- Has adequate financial resources or the ability to obtain such resources as required during the performance of the cooperative agreement;
- Has the ability to comply with the cooperative agreement conditions, taking into account all existing and currently prospective commitments of the Applicant, nongovernmental and governmental;
- Has a satisfactory record of performance. Past relevant unsatisfactory performance is ordinarily sufficient to justify a finding of non-responsibility, unless there is clear evidence of subsequent satisfactory performance;
- Has a satisfactory record of integrity and business ethics;
- Is otherwise qualified and eligible to receive a cooperative agreement under applicable laws and regulations (e.g., Equal Employment Opportunity laws); and
- Completed copy of certifications and representations.

E. Required Certifications

Applicant must submit completed and signed copies of Certifications and Assurances found in Section VIII of this RFA with their cost applications.

F. Unnecessarily elaborate applications

Unnecessarily elaborate brochures or other presentations beyond those sufficient to present a complete and effective application in response to this RFA are not desired and may be construed as an indication of the applicant's lack of cost consciousness. Elaborate artwork, expensive paper and bindings, and expensive visual and other presentation aids are neither necessary nor wanted.

SECTION V – AWARD ADMINISTRATION AND OTHER INFORMATION

A. Cooperative Agreement Award

1. The Government may, without discussions or negotiations, award an agreement resulting from this RFA to the responsible applicant whose application conforming to this RFA offers the best value. Therefore, the initial application should contain the applicant's best terms from a cost and technical standpoint. The Government may reject any or all applications, accept other than the lowest cost application, and waive informalities and minor irregularities in applications received.

2. Although technical evaluation factors are significantly more important than cost factors, the closer the technical evaluations of the various applications are to one another, the more important cost considerations become. The Agreement Officer may determine what a highly ranked application based on the technical evaluation factors would mean in terms of performance and what it would cost the Government to take advantage of it in determining the best overall value to the Government.

B. Notification to applicants

The Notice of Award (ADS 303.3.7.1.a) signed by the Agreement Officer is the authorizing document that will be provided to the successful applicant to inform the applicant of its selection to be further considered to negotiate a cooperative agreement. USAID will provide this Notice electronically to the person designated to receive this information in the application. Notification will also be made electronically to unsuccessful applicants pursuant to ADS 303.3.7.1.b.

C. Deviations

No deviations are currently contemplated to the standard provisions for the cooperative agreement contemplated by this RFA.

D. Terrorism

The Applicant is reminded that U.S. Executive Orders and U.S. law prohibits transactions with, and the provision of resources and support to, individuals and organizations associated with terrorism. It is the legal responsibility of the contractor/recipient to ensure compliance with these Executive Orders and laws. This provision must be included in all subcontracts/sub-awards issued under this agreement

E. Foreign Government Delegations to International Conferences

Funds in this agreement may not be used to finance the travel, per diem, hotel expenses, meals, conference fees or other conference costs for any member of a foreign government's delegation to an international conference sponsored by a public international organization, except as provided in ADS Mandatory Reference "Guidance on Funding Foreign Government Delegations to International Conferences" or as approved by the Agreement Officer. Website reference is at <http://www.info.usaid.gov/pubs/ads/300/refindx3.htm>

SECTION VI – APPLICATION EVALUATION INFORMATION

A. Evaluation Criteria

All applications received by the date and time indicated in the cover letter will be reviewed for responsiveness to the specifications outlined in this RFA. The technical application should be prepared in accordance with the structural format set forth in this RFA and should demonstrate the applicant's capabilities and expertise with respect to achieving the goal and objectives of the program.

The Technical Evaluation Committee (TEC) will evaluate the technical applications' relative strengths and weaknesses against the evaluation criteria listed below, which have been tailored to the requirements of this particular RFA. Applicants must note that these criteria serve to: (a) identify the significant matters which applicants must address in their applications and (b) set the standard against which all applications will be evaluated.

The cost application of all Applicants submitting a technically acceptable application will be opened and costs will be evaluated for general reasonableness, allowability, and allocability.

To facilitate the review of applications, applicants must organize the narrative sections of their technical applications in the same order as the instructions to applicants, and addressing all items outlined in the evaluation criteria below.

Award will be made based on the ranking of proposals according to the technical selection criteria identified below.

1. Technical Evaluation Criteria (Total: 100 points)

Applications should be submitted with a clear indication of how the activities will meet the following evaluation criteria:

a) Technical Approach and Design (Total 60 points)

The applicant shall be evaluated on their technical proposal relative to the elements outlined in the technical application format in the Award Information section of this RFA. The Applicant must present a Technical Approach that outlines how the Applicant proposes to produce results and achieve the goal, objectives and technical elements stated in this RFA.

The technical approach and design will be evaluated based on its ability to produce positive biodiversity conservation impact and its demonstrated importance to the conservation of global biodiversity of proposed activity.

Programs should be results-oriented, clearly demonstrating how activities will catalyze and promote systemic change through innovative and proven approaches in policy and planning undertaken at the nexus of infrastructure and biodiversity. Activities should include efforts to capture and disseminate lessons learned to a broader community to magnify and scale-up impact.

The following elements will be evaluated and given equal weight:

- **Technical Approach (20 points):** The overall approach of the applicant and application, including philosophy, organization, and decision-making processes including the proposed methodologies for applying Technical Elements 1-4 listed to the proposed program of work.
- **Key Strategies and Interventions (20 points):** Key strategies, activities and interventions; how and where these will be carried out and; the anticipated results.
- **Logical Frameworks and/or Causal Model(s) (20 points):** A clear logical framework or causal model for the proposed program/activities.

b) Technical Capacity and Management Structure (20 points)

The applicant will be evaluated based on how the Cooperative Agreement will be managed and the applicant organization's ability to address the variety of skills required to technically meet the objectives of BUILD. Specifically, applicant's ability to effectively monitor and manage BUILD actions, performance and results will be evaluated. The application will also be evaluated based how clearly it describes an approach to adaptive management and present a discussion of how it will implement the approach over the life of the program.

c) Key Personnel Qualifications (10 points)

The Program Director is expected to take a technical lead in the implementation of the program. He/She should have demonstrated success in managing multi-faceted conservation programs. He/She should hold an advanced degree in a field related to biodiversity conservation and at least five years experience working on conservation activities and the nexus of biodiversity conservation and infrastructure (policy, regulation, planning and development) and will be evaluated as such.

d) Past Performance (10 Points)

Applicant(s) will be evaluated on past performance based on the past 5 years with particular attention to past performance on USAID funded efforts.

Past performance will be evaluated on:

- Demonstrated success at implementing positive conservation actions
- Demonstrated success at integrating conservation actions with infrastructure and land-use development policy, regulation and planning
- Firms lacking relevant past performance history shall be given a “neutral” past performance rating that neither rewards nor penalizes those applicants.

Summary of evaluation points:

Technical Approach and Design:	(3 areas below combined total)	60 points
Technical Approach	(20 points)	
Key Strategies and Interventions	(20 points)	
Logical Frameworks and/or Causal Model(s)	(20 points)	
Technical Capacity and Management Structure:		20 points
Key Personnel Qualifications:		10 points
Past Performance:		10 points
Total:		100 points

2. Cost Application Evaluation

Cost shall not be scored. Technical factors are considerably more important than cost, but cost may impact the understanding of the Technical Application in a best value trade-off analysis. The AO will undertake a cost realism analysis and, as appropriate, the cost/business application of all applicants submitting a technically acceptable application will be evaluated for cost realism, reasonableness, allowability, and allocability.

A minimum cost share of 10% is required for this program and 25% is strongly encouraged. Cost sharing is not a separate evaluation criterion, but any cost share proposed may have an impact in the evaluation of cost effectiveness and efficiency. In addition, the applicant's cost share contribution will be reviewed for realism and to verify that the applicants meet the standards set in 22 CFR 226.23 for U.S. organizations, or the Standard Provision entitled "Cost Sharing" for non-U.S. organizations (See 22 CFR 226.23; and Standard Provisions for Non-U.S. Nongovernmental Recipients).

SECTION VII – AGENCY CONTACTS

Applicants are NOT to contact the Program Office during the application or evaluation phase of this solicitation. Applicants can only contact the designated staff listed in the cover letter of this application package by the deadline date and time regarding questions on this solicitation.

The contact information below is provided below for reference once the Request For Assistance (RFA) has been awarded.

Office of Acquisition and Assistance Contact(s)

Attn: Sara Bame-Kum
Agreement Officer
U.S. Agency for International Development
M/OAA/EGAT SA-44, 562-K
1300 Pennsylvania Avenue, N.W.
Washington, D.C. 20523-3700

**SECTION VIII - CERTIFICATIONS, ASSURANCES, AND
OTHER STATEMENTS OF RECIPIENT**

**A. REQUIRED FORMS, CERTIFICATIONS, ASSURANCES, AND
OTHER STATEMENTS OF RECIPIENT (MAY 2006)**

I. Certifications and Assurances

Assurance of Compliance with Laws and Regulations Governing
Nondiscrimination in Federally Assisted Programs

Certification Regarding Lobbying

Prohibition on Assistance to Drug Traffickers for Covered Countries

Terrorist Financing

Certification of Recipient

II. Key Individual Certification Narcotics Offenses and Drug Trafficking

III. Participant Certification Narcotics Offenses and Drug Trafficking

IV. Certification of Compliance with the Standard Provisions entitled “Condoms” and
“Prohibition of the Promotion or Advocacy of the Legalization or Practice of Prostitution
or Sex Trafficking.”

V. Survey on Ensuring Equal Opportunity for Applicants

VI. Other Statements of Recipient:

Authorized Individuals

Taxpayer Identification Number

Contractor Identification Number – Data Universal Numbering System Number

Letter of Credit Number

Procurement Information

Past Performance Reference
Type of Organization

Estimated Cost of Communication Products

**CERTIFICATIONS, ASSURANCES, AND OTHER STATEMENTS
OF THE RECIPIENT (MAY 2006)**

NOTE: When these Certifications, Assurances, and Other Statements of Recipient are used for cooperative agreements, the term "Grant" means "Cooperative Agreement".

PART I - CERTIFICATIONS AND ASSURANCES

**1. ASSURANCE OF COMPLIANCE WITH LAWS AND REGULATIONS GOVERNING
NON-DISCRIMINATION IN FEDERALLY ASSISTED PROGRAMS**

Note: This certification applies to Non-U.S. organizations if any part of the program will be undertaken in the United States.

(1) The recipient hereby assures that no person in the United States shall, on the bases set forth below, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under, any program or activity receiving financial assistance from USAID, and that with respect to the Cooperative Agreement for which application is being made, it will comply with the requirements of:

- (a) Title VI of the Civil Rights Act of 1964 (Pub. L. 88-352, 42 U.S.C. 2000-d), which prohibits discrimination on the basis of race, color or national origin, in programs and activities receiving Federal financial assistance;
- (b) Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794), which prohibits discrimination on the basis of handicap in programs and activities receiving Federal financial assistance;
- (c) The Age Discrimination Act of 1975, as amended (Pub. L. 95-478), which prohibits discrimination based on age in the delivery of services and benefits supported with Federal funds;
- (d) Title IX of the Education Amendments of 1972 (20 U.S.C. 1681, et seq.), which prohibits discrimination on the basis of sex in education programs and activities receiving Federal financial assistance (whether or not the programs or activities are offered or sponsored by an educational institution); and
- (e) USAID regulations implementing the above nondiscrimination laws, set forth in Chapter II of Title 22 of the Code of Federal Regulations.

(2) If the recipient is an institution of higher education, the Assurances given herein extend to admission practices and to all other practices relating to the treatment of students or clients of the institution, or relating to the opportunity to participate in the provision of services or other benefits to such individuals, and shall be applicable to the entire institution unless the recipient establishes to the satisfaction of the USAID Administrator that the institution's practices in designated parts or programs of the institution will in no way affect its practices in the program of the institution for which financial assistance is sought, or the beneficiaries of, or participants in, such programs.

(3) This assurance is given in consideration of and for the purpose of obtaining any and all Federal grants, loans, contracts, property, discounts, or other Federal financial assistance extended after the date hereof to the recipient by the Agency, including installment payments after such date on account of applications for Federal financial assistance which was approved before such date. The recipient recognizes and agrees that such Federal financial assistance will be extended in reliance on the representations and agreements made in this Assurance, and that the United States shall have the right to seek judicial enforcement of this Assurance. This Assurance is binding on the recipient, its successors, transferees, and assignees, and the person or persons whose signatures appear below are authorized to sign this Assurance on behalf of the recipient.

2. CERTIFICATION REGARDING LOBBYING

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal Cooperative Agreement, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all sub-recipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, United States Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Statement for Loan Guarantees and Loan Insurance

The undersigned states, to the best of his or her knowledge and belief, that: If any funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this commitment providing for the United States to insure or guarantee a loan, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions. Submission of this statement is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required statement shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

3. PROHIBITION ON ASSISTANCE TO DRUG TRAFFICKERS FOR COVERED COUNTRIES AND INDIVIDUALS (ADS 206)

USAID reserves the right to terminate this Agreement, to demand a refund or take other appropriate measures if the Grantee is found to have been convicted of a narcotics offense or to have been engaged in drug trafficking as defined in 22 CFR Part 140. The undersigned shall review USAID ADS 206 to determine if any certifications are required for Key Individuals or Covered Participants.

If there are COVERED PARTICIPANTS: USAID reserves the right to terminate assistance to or take other appropriate measures with respect to, any participant approved by USAID who is found to have been convicted of a narcotics offense or to have been engaged in drug trafficking as defined in 22 CFR Part 140.

4. CERTIFICATION REGARDING TERRORIST FINANCING IMPLEMENTING EXECUTIVE ORDER 13224

By signing and submitting this application, the prospective recipient provides the certification set out below:

(1) The Recipient, to the best of its current knowledge, did not provide, within the previous ten years, and will take all reasonable steps to ensure that it does not and will not knowingly provide, material support or resources to any individual or entity that commits, attempts to commit, advocates, facilitates, or participates in terrorist acts, or has committed, attempted to commit, facilitated, or participated in terrorist acts, as that term is defined in paragraph 3.

(2) The following steps may enable the Recipient to comply with its obligations under paragraph 1:

(a) Before providing any material support or resources to an individual or entity, the Recipient will verify that the individual or entity does not (i) appear on the master list of Specially Designated Nationals and Blocked Persons, which list is maintained by the U.S. Treasury's Office of Foreign Assets Control (OFAC) and is available online at OFAC's website :

<http://www.treas.gov/offices/eotffc/ofac/sdn/t11sdn.pdf>, or (ii) is not included in any supplementary information concerning prohibited individuals or entities that may be provided by USAID to the Recipient.

(b) Before providing any material support or resources to an individual or entity, the Recipient also will verify that the individual or entity has not been designated by the United Nations Security (UNSC) sanctions committee established under UNSC Resolution 1267 (1999) (the "1267 Committee") [individuals and entities linked to the Taliban, Osama bin Laden, or the Al Qaida Organization]. To determine whether there has been a published designation of an individual or entity by the 1267 Committee, the Recipient should refer to the consolidated list available online at the Committee's website:

<http://www.un.org/Docs/sc/committees/1267/1267ListEng.htm>.

(c) Before providing any material support or resources to an individual or entity, the Recipient will consider all information about that individual or entity of which it is aware and all public information that is reasonably available to it or of which it should be aware.

(d) The Recipient also will implement reasonable monitoring and oversight procedures to safeguard against assistance being diverted to support terrorist activity.

(3) For purposes of this Certification-

(a) "Material support and resources" means currency or monetary instruments or financial securities, financial services, lodging, training, expert advice or assistance, safe houses, false documentation or identification, communications equipment, facilities, weapons, lethal substances, explosives, personnel, transportation, and other physical assets, except medicine or religious materials."

(b) "Terrorist act" means-

(i) an act prohibited pursuant to one of the 12 United Nations Conventions and Protocols related to terrorism (see UN terrorism conventions Internet site:

<http://untreaty.un.org/English/Terrorism.asp> ;) or

(ii) an act of premeditated, politically motivated violence perpetrated against noncombatant targets by subnational groups or clandestine agents; or

(iii) any other act intended to cause death or serious bodily injury to a civilian, or to any other person not taking an active part in hostilities in a situation of armed conflict, when the purpose of such act, by its nature or context, is to intimidate a population, or to compel a government or an international organization to do or to abstain from doing any act.

(c) "Entity" means a partnership, association, corporation, or other organization, group or subgroup.

(d) References in this Certification to the provision of material support and resources shall not be deemed to include the furnishing of USAID funds or USAID-financed commodities to the ultimate beneficiaries of USAID assistance, such as recipients of food, medical care, micro-enterprise loans, shelter, etc., unless the Recipient has reason to believe that one or more of these beneficiaries commits, attempts to commit, advocates, facilitates, or participates in terrorist acts, or has committed, attempted to commit, facilitated or participated in terrorist acts.

(e) The Recipient's obligations under paragraph 1 are not applicable to the procurement of goods and/or services by the Recipient that are acquired in the ordinary course of business through contract or purchase, e.g., utilities, rents, office supplies, gasoline, etc., unless the Recipient has reason to believe that a vendor or supplier of such goods and services commits, attempts to commit, advocates, facilitates, or participates in terrorist acts, or has committed, attempted to commit, facilitated or participated in terrorist acts.

This Certification is an express term and condition of any agreement issued as a result of this application, and any violation of it shall be grounds for unilateral termination of the agreement by USAID prior to the end of its term.

5. CERTIFICATION OF RECIPIENT

By signing below the recipient provides certifications and assurances for:

- (1) the Assurance of Compliance with Laws and Regulations Governing Non-Discrimination in Federally Assisted Programs,
- (2) the Certification Regarding Lobbying,
- (3) the Prohibition on Assistance to Drug Traffickers for Covered Countries and Individuals (ADS 206) and
- (4) the Certification Regarding Terrorist Financing Implementing Executive Order 13224 above.

RFA/APS No. _____

Application No. _____

Date of Application: _____

Name of Recipient: _____

Typed Name and Title: _____

Signature: _____

Date: _____

PART II - KEY INDIVIDUAL CERTIFICATION NARCOTICS OFFENSES AND DRUG TRAFFICKING

I hereby certify that within the last ten years:

1. I have not been convicted of a violation of, or a conspiracy to violate, any law or regulation of the United States or any other country concerning narcotic or psychotropic drugs or other controlled substances.
2. I am not and have not been an illicit trafficker in any such drug or controlled substance.
3. I am not and have not been a knowing assistor, abettor, conspirator, or colluder with others in the illicit trafficking in any such drug or substance.

Signature: _____

Date: _____

Name: _____

Title/Position: _____

Organization: _____

Address: _____

Date of Birth: _____

NOTICE:

1. You are required to sign this Certification under the provisions of 22 CFR Part 140, Prohibition on Assistance to Drug Traffickers. These regulations were issued by the Department of State and require that certain key individuals of organizations must sign this Certification.
2. If you make a false Certification you are subject to U.S. criminal prosecution under 18 U.S.C. 1001.

PART III - PARTICIPANT CERTIFICATION NARCOTICS OFFENSES AND DRUG TRAFFICKING

1. I hereby certify that within the last ten years:
 - a. I have not been convicted of a violation of, or a conspiracy to violate, any law or regulation of the United States or any other country concerning narcotic or psychotropic drugs or other controlled substances.
 - b. I am not and have not been an illicit trafficker in any such drug or controlled substance.
 - c. I am not or have not been a knowing assistor, abettor, conspirator, or colluder with others in the illicit trafficking in any such drug or substance.
2. I understand that USAID may terminate my training if it is determined that I engaged in the above conduct during the last ten years or during my USAID training.

Signature: _____

Name: _____

Date: _____

Address: _____

Date of Birth: _____

NOTICE:

1. You are required to sign this Certification under the provisions of 22 CFR Part 140, Prohibition on Assistance to Drug Traffickers. These regulations were issued by the Department of State and require that certain participants must sign this Certification.
2. If you make a false Certification you are subject to U.S. criminal prosecution under 18 U.S.C. 1001.

PART IV - CERTIFICATION OF COMPLIANCE WITH THE STANDARD PROVISIONS ENTITLED “CONDOMS” AND “PROHIBITION ON THE PROMOTION OR ADVOCACY OF THE LEGALIZATION OR PRACTICE OF PROSTITUTION OR SEX TRAFFICKING.”

Applicability: This certification requirement only applies to the prime recipient. Before a U.S. or non-U.S. non-governmental organization receives FY04-FY08 HIV/AIDS funds under a grant or cooperative agreement, such recipient must provide to the Agreement Officer a certification substantially as follows:

“[Recipient’s name] certifies compliance as applicable with the standard provisions entitled “Condoms” and “Prohibition on the Promotion or Advocacy of the Legalization or Practice of Prostitution or Sex Trafficking” included in the referenced agreement.”

RFA/APS No.: _____

Application No.: _____

Date of Application: _____

Name of Applicant/Subgrantee: _____

Typed Name and Title: _____

Signature: _____

PART V - SURVEY ON ENSURING EQUAL OPPORTUNITY FOR APPLICANTS

Applicability: All RFA's must include the attached Survey on Ensuring Equal Opportunity for Applicants as an attachment to the RFA package. Applicants under unsolicited applications are also to be provided the survey. (While inclusion of the survey by Agreement Officers in RFA packages is required, the applicant's completion of the survey is voluntary, and must not be a requirement of the RFA. The absence of a completed survey in an application may not be a basis upon which the application is determined incomplete or non-responsive. Applicants who volunteer to complete and submit the survey under a competitive or non-competitive action are instructed within the text of the survey to submit it as part of the application process.) The form can be downloaded at the following website: www.usaid.gov/forms/surveyeo.doc

PART VI - OTHER STATEMENTS OF RECIPIENT

1. AUTHORIZED INDIVIDUALS

The recipient represents that the following persons are authorized to negotiate on its behalf with the Government and to bind the recipient in connection with this application or grant:

Name _____ Title _____ Telephone No. _____ Facsimile No. _____

2. TAXPAYER IDENTIFICATION NUMBER (TIN)

If the recipient is a U.S. organization, or a foreign organization which has income effectively connected with the conduct of activities in the U.S. or has an office or a place of business or a fiscal paying agent in the U.S., please indicate the recipient's TIN:

TIN: _____

3. DATA UNIVERSAL NUMBERING SYSTEM (DUNS) NUMBER

- (a) In the space provided at the end of this provision, the recipient should supply the Data Universal Numbering System (DUNS) number applicable to that name and address. Recipients should take care to report the number that identifies the recipient's name and address exactly as stated in the proposal.
- (b) The DUNS is a 9-digit number assigned by Dun and Bradstreet Information Services. If the recipient does not have a DUNS number, the recipient should call Dun and Bradstreet directly at 1-800-333-0505. A DUNS number will be provided immediately by telephone at no charge to the recipient.

The recipient should be prepared to provide the following information:

- (1) Recipient's name.
- (2) Recipient's address.
- (3) Recipient's telephone number.
- (4) Line of business.
- (5) Chief executive officer/key manager.
- (6) Date the organization was started.
- (7) Number of people employed by the recipient.
- (8) Company affiliation.

- (c) Recipients located outside the United States may obtain the location and phone number of the local Dun and Bradstreet Information Services office from the Internet Home Page at <http://www.dbisna.com/dbis/customer/custlist.htm>. If an offeror is unable to locate a local service center, it may send an e-mail to Dun and Bradstreet at globalinfo@dbisma.com

The DUNS system is distinct from the Federal Taxpayer Identification Number (TIN) system.

DUNS: _____

4. LETTER OF CREDIT (LOC) NUMBER

If the recipient has an existing Letter of Credit (LOC) with USAID, please indicate the LOC number:

LOC: _____

5. PROCUREMENT INFORMATION

(a) Applicability. This applies to the procurement of goods and services planned by the recipient (i.e., contracts, purchase orders, etc.) from a supplier of goods or services for the direct use or benefit of the recipient in conducting the program supported by the grant, and not to assistance provided by the recipient (i.e., a subgrant or subagreement) to a subgrantee or subrecipient in support of the subgrantee's or subrecipient's program. Provision by the recipient of the requested information does not, in and of itself, constitute USAID approval.

(b) Amount of Procurement. Please indicate the total estimated dollar amount of goods and services which the recipient plans to purchase under the grant:

\$ _____

(c) Nonexpendable Property. If the recipient plans to purchase nonexpendable equipment which would require the approval of the Agreement Officer, please indicate below (using a continuation page, as necessary) the types, quantities of each, and estimated unit costs. Nonexpendable equipment for which the Agreement Officer's approval to purchase is required is any article of nonexpendable tangible personal property charged directly to the grant, having a useful life of more than one year and an acquisition cost of \$5,000 or more per unit.

TYPE/DESCRIPTION (Generic): _____

QUANTITY: _____

ESTIMATED UNIT COST: _____

TYPE/DESCRIPTION (Generic): _____

QUANTITY: _____

ESTIMATED UNIT COST: _____

TYPE/DESCRIPTION (Generic): _____

QUANTITY: _____

ESTIMATED UNIT COST: _____

(d) Source, Origin, and Components of Goods. If the recipient plans to purchase any goods/commodities which are not of U.S. source and/or U.S. origin, and/or does not contain at least 50% components, which are not at least 50% U.S. source and origin, please indicate below (using a continuation page, as necessary) the types and quantities of each, estimated unit costs of each, and probable source and/or origin, to include the probable source and/or origin of the components if less than 50% U.S. components will be contained in the commodity. "Source" means the country from which a commodity is shipped to the cooperating country or the cooperating country itself if the commodity is located therein at the time of purchase. However, where a commodity is shipped from a free port or bonded warehouse in the form in which received therein, "source" means the country from which the commodity was shipped to the free port or bonded warehouse. Any commodity whose source is a non-Free World country is ineligible for USAID financing. The "origin" of a commodity is the country or area in which a commodity is mined, grown, or produced. A commodity is produced when, through manufacturing, processing, or substantial and major assembling of components, commercially recognized new commodity results, which is substantially different in basic characteristics or in purpose or utility from its components. Merely packaging various items together for a particular procurement or relabeling items do not constitute production of a commodity. Any commodity whose origin is a non-Free World country is ineligible for USAID financing. "Components" are the goods, which go directly into the production of a produced commodity. Any component from a non-Free World country makes the commodity ineligible for USAID financing.

TYPE/DESCRIPTION	_____
QUANTITY	_____
ESTIMATED GOODS	_____
PROBABLE GOODS	_____
PROBABLE (Generic)	_____
ESTIMATED UNIT COST	_____
GOODS COMPONENTS	_____
PROBABLE SOURCE	_____
GOODS COMPONENTS	_____
PROBABLE ORIGIN	_____

(e) Restricted Goods. If the recipient plans to purchase any restricted goods, please indicate below (using a continuation page, as necessary) the types and quantities of each, estimated unit costs of each, intended use, and probable source and/or origin. Restricted goods are Agricultural Commodities, Motor Vehicles, Pharmaceuticals, Pesticides, Rubber Compounding Chemicals and Plasticizers, Used Equipment, U.S. Government-Owned Excess Property, and Fertilizer.

TYPE/DESCRIPTION _____

QUANTITY _____

ESTIMATED UNIT COST _____

PROBABLE SOURCE _____

PROBABLE ORIGIN _____

INTENDED USE _____

TYPE/DESCRIPTION _____

QUANTITY _____

ESTIMATED UNIT COST _____

PROBABLE SOURCE _____

PROBABLE ORIGIN _____

INTENDED USE _____

(f) Supplier Nationality. If the recipient plans to purchase any goods or services from suppliers of goods and services whose nationality is not in the U.S., please indicate below (using a continuation page, as necessary) the types and quantities of each good or service, estimated costs of each, probable nationality of each non-U.S. supplier of each good or service, and the rationale for purchasing from a non-U.S. supplier. Any supplier whose nationality is a non-Free World country is ineligible for USAID financing.

TYPE/DESCRIPTION _____

QUANTITY _____

ESTIMATED UNIT COST _____

PROBABLE SUPPLIER _____

PROBABLE NATIONALITY _____

RATIONALE FOR NON-U.S. _____

TYPE/DESCRIPTION _____

QUANTITY _____

ESTIMATED UNIT COST _____

PROBABLE SUPPLIER _____

PROBABLE NATIONALITY _____

RATIONALE FOR NON-U.S. _____

(g) Proposed Disposition. If the recipient plans to purchase any nonexpendable equipment with a unit acquisition cost of \$5,000 or more, please indicate below (using a continuation page, as necessary) the proposed disposition of each such item. Generally, the recipient may either retain the property for other uses and make compensation to USAID (computed by applying the percentage of federal participation in the cost of the original program to the current fair market value of the property), or sell the property and reimburse USAID an amount computed by applying to the sales proceeds the percentage of federal participation in the cost of the original program (except that the recipient may deduct from the federal share \$500 or 10% of the proceeds, whichever is greater, for selling and handling expenses), or donate the property to a host country institution, or otherwise dispose of the property as instructed by USAID.

TYPE/DESCRIPTION _____

QUANTITY _____

ESTIMATED UNIT COST _____

PROPOSED DISPOSITION _____

TYPE/DESCRIPTION _____

QUANTITY _____

ESTIMATED UNIT COST _____

PROPOSED DISPOSITION _____

6. PAST PERFORMANCE REFERENCES

On a continuation page, please provide past performance information requested in the RFA.

7. TYPE OF ORGANIZATION

The recipient, by checking the applicable box, represents that –

(a) If the recipient is a U.S. entity, it operates as

a corporation incorporated under the laws of the State of,

an individual,

a partnership,

a nongovernmental nonprofit organization,

a state or local governmental organization,

a private college or university,

a public college or university,

an international organization, or

a joint venture; or

(b) If the recipient is a non-U.S. entity, it operates as

a corporation organized under the laws of _____
(country),

an individual,

a partnership,

a nongovernmental nonprofit organization,

a nongovernmental educational institution,

a governmental organization,

an international organization, or

a joint venture.

8. ESTIMATED COSTS OF COMMUNICATIONS PRODUCTS

The following are the estimate(s) of the cost of each separate communications product (i.e., any printed material [other than non-color photocopy material], photographic services, or video production services) which is anticipated under the grant. Each estimate must include all the costs associated with preparation and execution of the product. Use a continuation page as necessary.

ANNEXES

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ANNEX A

ENVIRONMENTAL CONCERNS

1. Background and activity program description

1.1 Purpose and scope of IEE

This IEE covers a new Cooperative Agreement Biodiversity Understanding in Infrastructure and Landscape Development (BUILD). The goal of BUILD is to provide funding to targeted policy, planning and learning activities that have the potential to be catalytic in shifting the dialog and process of infrastructure development in order to decrease negative impacts on biodiversity while promoting ecosystem-based approaches. Activities will focus on working with local governments, civil society, the private sector, and academia to develop and test policy and planning approaches to reduce or avoid negative impacts of infrastructure on biodiversity, increasing the capacity of decision makers and stakeholders to apply and institutionalize these approaches, and capturing and disseminating best practices in order to scale-up what works.

1.2 Background

The development of physical infrastructure (roads, bridges, dams etc.) is a critical element of any country's economic growth and development trajectory. Current estimates of public funding for infrastructure projects over the next two decades total \$35 trillion worldwide.⁵ The development of physical infrastructure is not environmentally or socially neutral. The potential benefits to society of well planned, coordinated and managed infrastructure such as road systems and irrigation dams are clear, but infrastructure which is poorly planned or implemented and doesn't take into account the full costs of development (including the totality of environmental and social impacts) has been identified by many of the Agency's implementing partners as a key threat to biodiversity and ecosystem integrity worldwide.

⁵ Integrating biodiversity considerations into urban infrastructure development. 2010. <http://www.cbd.int/authorities/doc/mayors-02/Chantal-Robichaud-en.pdf>

The international biodiversity conservation community as a whole has struggled to engage effectively with the infrastructure development community primarily because conservation organizations often become involved in the dialog about the development of infrastructure projects during the construction or post-construction phase of a project when the opportunity to avoid or mitigate negative impacts to ecosystems is relatively small. As a result, the conservation community often enters the debate too late, long after communities and governments have accepted the project, anticipating the benefits while not being fully aware of the potential drawbacks. Consequently, conservation groups have historically resorted to activism to stop or delay projects, with limited success and alienation of potential government, multilateral and private sector partners.

1.3 Description of activities

The goal of this cooperative agreement is to improve policy, regulatory and planning approaches to avoid or reduce negative impacts of infrastructure development on biodiverse ecosystems through innovation and learning. Key activities include the following:

- Support the development of innovative, collaborative and integrated policy, legal, and planning approaches and tools that focus on mitigating the threat that infrastructure development poses to priority biodiversity sites worldwide.
- Work with local governments, civil society, the conservation community and others to test these approaches and tools in a limited number of landscapes/seascapes.
- Increase the capacity of decision makers and stakeholders to apply and institutionalize these approaches.
- Capture and disseminate best practices in order to scale-up successful approaches and tools.

2. Evaluation of environmental impact potential

Activities under this cooperative agreement are focused on the development, evaluation, and implementation of tools and approaches that mitigate the threat that infrastructure development poses to priority biodiversity sites worldwide. These tools and approaches may include new policies and processes, computer software, and trainings. The implementing phase of the project may involve the application of these tools and approaches in select landscapes/seascapes but is not anticipated to involve any direct physical intervention. Therefore, the activities described under this cooperative agreement are not anticipated to have a direct impact on the natural or physical environment.

If not well designed, however, an approach or tool developed or implemented with this purpose could have unforeseen negative impacts on the environment. At this point however, it is difficult to anticipate what these negative impacts may be, especially given that the focus of the project is to strengthen ecosystem management. The designated Biodiversity Team Agreement Officer Technical Representative (AOTR) will carefully manage the investment to minimize these risks and ensure that this cooperative agreement is amended as appropriate to consider such potential impacts as needed.

3. Recommended threshold decisions and mitigation actions

3.1 Recommended threshold decision

Pursuant to 22 CFR 216.2(c), the following classes of activities would normally qualify as Categorical Exclusions:

- per 22 CFR 216.2(c)(2)(i), activities limited to education, technical assistance or training programs except to the extent such programs include activities directly affecting the environment
- per 22 CFR 216.2(c) (2) (iii), activities limited to the performance of analyses, studies, academic or research workshops and meetings.
- per 22 CFR 216.2(c) (2) (v), activities limited to document and information transfers.
- per 22 CFR 216.2(c)(2)(xiv), activities limited to studies, projects or programs intended to develop the capability of recipient countries to engage in development planning, except to the extent designed to result in activities directly affecting the environment.

It is anticipated that the activities that relate to the development of tools and approaches that mitigate the impact of infrastructure development on biodiversity will not have a direct impact on the environment. Rather, these tools and approaches will be specifically developed to have a positive impact on biodiversity and ecosystems. However, there could be unanticipated negative consequences from the implementation of these tools and approaches in select landscapes/seascapes. Therefore, a **Negative Determination with Conditions** is recommended. The following conditions are recommended:

- All technical assistance, workshops, consultations, and recommendations for program designs will include best practices regarding sustainable use, including

principles of environmental protection, impact mitigation and environment sustainability.

- If, during implementation, unanticipated negative consequences occur or activities are considered other than those described above an amendment to this IEE shall be submitted for each occurrence.

3.2 Mitigation, monitoring and evaluation

The activities described above will be monitored to ensure that the best environmental practices are included in each aspect and the BUILD AOTR will review environmental compliance on an annual basis.

ANNEX B

Gender Analysis

USAID's BUILD program will support innovative, catalytic and integrated policy, regulatory and planning approaches to maximizing ecological and human benefits while reducing the threat that infrastructure development can pose to priority biodiversity. These approaches will be scalable and locally sustainable and BUILD will capture and disseminate best-practice for increased impacts. USAID will award a Cooperative Agreement with the goal of developing and testing innovative and effective policy, regulatory and planning approaches to avoid negative impacts on biodiversity of infrastructure development. The investment will provide funding to targeted policy and planning activities that have the potential to be catalytic in shifting the dialog and process of infrastructure development to decrease negative impacts on biodiversity while promoting ecosystem-based approaches. The design, implementation and evaluation of BUILD will explicitly integrate gender considerations throughout. There are four principle areas where BUILD will explicitly integrate gender:

- **Increasing the understanding and integration of gender** within the nexus of biodiversity and infrastructure. The BUILD program will contribute to this experience and knowledge base and forge new ground.
- **Planning and decision making.** The BUILD mechanism will support accessible and transparent planning and decision making-processes inclusive of both men and women.
- **Training and capacity building activities.** BUILD will consider the gender dimensions of stakeholders at all scales and;
- **Public consultation and dialog processes.** BUILD will use an engendered approach to training, technology development and planning.

According to the OECD DAC Guidelines for Gender Equality and Women's Empowerment in Development Cooperation: "In most societies men and women differ in the activities they undertake in access and control of resources and in participation in decision-making. In most societies, women as a group have less access than men to resources, opportunities and decision-making. These inequalities are a constraint to development because they limit the ability of women to develop and exercise their full capabilities, for their own benefit and for that of society as a whole."⁶ As such, BUILD will account for these differences in activity design and implementation, including the development and testing of new approaches.

Although there has been little research and investment on gender issues in the nexus of biodiversity and physical infrastructure specifically, there has been extensive research on gender issues in the biodiversity conservation field and on the integration of gender into infrastructure development.

⁶ DAC Guidelines for Gender Equality and Women's Empowerment in Development Cooperation <http://www.oecd.org/dataoecd/56/46/28313843.pdf>

In the conservation field it has long been recognized that men and women use natural resources differently, and play different roles in the stewardship and governance of these resources. Further, men and women are impacted by the degradation of ecosystems differently. These dynamics must be taken into account when working in the biodiversity conservation field:

“The importance of biodiversity to individuals varies according to gender.... Recognizing women’s roles as primary land and resource managers is central to the success of biodiversity policy. For example, women farmers currently account for 60-80% of all food production in developing countries, but gender often remains overlooked in decision-making on access to and the use of biodiversity resources. Just as the impact of biodiversity loss is disproportionately felt by poorer communities, there are also disparities along gender lines. Biodiversity loss affects access to education and gender equality by increasing the time spent by women and children in performing certain tasks, such as collecting valuable resources and services such as fuel, food and water.”⁷

Specific examples of how women and men relate to biological resources and the management and degradation of biodiversity differently include:

- Women are recognized as both the users and custodians of biodiversity and often have a considerable amount of influence regarding the collection of wild plants and other resources for food, medicine, fodder and fuel.
- Men and women have different uses of biodiversity, for example women will use the berries, fruits and branches of a tree while men may cut down the tree for timber or firewood.
- Men and women have different realms of knowledge about biodiversity in part due to their different uses of those resources.
- Women are often involved in and victims of resource conflict as they come into contact with forest guards and other users.
- Decision making and participation regarding the use and management of biodiversity often excludes women although they often have a considerable impact on the use of the resource.
- Differentiated relationships with biodiversity result in gender-differentiated impacts when the abundance and composition of biodiversity changes. These changes might limit women’s access to, and control over, natural resources and reduce their ability to provide their families with these resources for their livelihoods.⁸

⁷ **Gender and Biodiversity Factsheet**

<http://www.cbd.int/iyb/doc/prints/factsheets/iyb-cbd-factsheet-gender-en.pdf>

⁸ **IUCN Gender and Biodiversity Factsheet:** www.genderandenvironment.org

Lorena Aguilar. IUCN Senior Gender Adviser.

The diverse relationships, utilization, knowledge, level of participation in decision making and impacts of resource degradation men and women have with biodiversity needs to be understood and incorporated into biodiversity programming in order to maximize results and minimize potential harm: “To conserve biodiversity, we need to understand and expose gender-differentiated biodiversity practices, gendered knowledge acquisition and usage. Various studies demonstrate that projects integrating gender dimensions generate superior results. Gender considerations are not solely a women’s issue; instead, this outlook could yield advantages for whole communities and benefit both sexes.”⁹

There are several ways USAID proposes to consider and integrate gender within the BUILD mechanism. These are described fully later in this analysis.

In the infrastructure field the OECD finds that there is a common assumption that men and women will bear the same impacts, both positive and negative of infrastructure development and that many infrastructure projects are “gender blind... Improving the lives and opportunities of women and girls should be an explicit objective of infrastructure projects. Well-designed, appropriately located and affordably priced infrastructure can be a powerful tool in the pursuit of gender equality. When gender equality issues are not taken into account, women can become worse off – both absolutely and in relation to men.”¹⁰

In order to better incorporate gender considerations into infrastructure development, infrastructure projects should be designed to: Increase women’s economic opportunities; Provide appropriate services to women; Actively involve and empower women; Encourage women to take up decision making and leadership roles; Improve girls and women’s access to education and health care and; Eliminate discrimination against girls and women.¹¹ Yet they should do so in conjunction with men’s engagement; activities that focus on empowering women while ignoring men run the risk of doing greater harm and actually exacerbating gender inequalities.

⁹ **Gender and Biodiversity Factsheet**

<http://www.cbd.int/iyb/doc/prints/factsheets/iyb-cbd-factsheet-gender-en.pdf>

¹⁰ **Why Gender Matters in Infrastructure.** Organization for Economic Cooperation and Development Assistance Committee Network on Gender Equality.

<http://www.siyanda.org/search/summary.cfm?nn=2082&ST=SS&Keywords=energy&SUBJECT=0&Donor=&StartRow=21&Ref=Sim>

¹¹ IBID

a. How will the different roles and status of women and men within the community, political sphere, workplace, and household (for example, roles in decision-making and different access to and control over resources and services) affect the work to be undertaken?

This is a policy, regulatory, planning and best practice program focused on the technical nexus between biodiversity and infrastructure development with very limited site-based elements. BUILD will adopt a gender lens in the design, implementation and evaluation of all activities. Specifically, activities undertaken through BUILD will explicitly integrate gender in the following ways:

- ***Increasing the Understanding and Integration of Gender:*** Clearly gender plays an important role in both biodiversity conservation and infrastructure development, but there is little literature about the nexus of these issues. The BUILD program will contribute to this experience and knowledge base and forge new ground regarding gender, biodiversity and infrastructure.
- ***Planning and Decision Making:*** Inclusive and transparent decision making in infrastructure planning and ecosystem management must prioritize gender integration and sensitivity including the intentional inclusion of both women and men in these processes. Decision-making structures need to be accessible to men and women and shaped in such a way so that women, who have historically been excluded from decision making in both the infrastructure and natural resource management fields, have a voice and position in the process. The BUILD mechanism will support accessible and transparent planning and decision making-processes inclusive of both men and women.
- ***Stakeholder Dialog and Consultation Processes:*** BUILD will consider the gender dimensions of “stakeholders” at all scales. For example during public consultation or dialog periods it will not be assumed that a male head of household or community leader speaks for local women or vice versa. Further: women’s organizations may be less visible and harder to access thus implementing partners will have to make extra effort to include this element of society since their concerns may not be represented as decisions move up to higher levels.
- ***Training and Capacity Building:*** BUILD will use an engendered approach to training, technology development and planning. Studies have clearly shown that men and women often have different literacy rates, different ways to learn, and different understanding of technologies. Separating the genders for training and planning may or may not be appropriate and what is essential is that the genuine voices of women and men be heard.

b. How will the anticipated results of the work affect women and men differently?

USAID anticipates that the results produced through this policy, regulatory, planning and global best practice activity will benefit society as a whole by reducing the threat of infrastructure development to high-biodiversity ecosystems for increased sustainable development outcomes. Depending on the current context both men and women may reap the benefits of a more inclusive public dialog that takes their concerns into account through improved policy, planning and regulatory processes. USAID and partner organizations will track sex disaggregated indicators under this program. USAID hopes that this investment will increase and contribute to our understanding of the gender dimensions of the infrastructure and biodiversity nexus.

References:

DAC Guidelines for Gender Equality and Women's Empowerment in Development Cooperation. <http://www.oecd.org/dataoecd/56/46/28313843.pdf>

IUCN Gender and Biodiversity Factsheet. Lorena Aguilar. IUCN Senior Gender Adviser. www.genderandenvironment.org

Convention on Biological Diversity Gender and Biodiversity 2010 Factsheet. <http://www.cbd.int/iyb/doc/prints/factsheets/iyb-cbd-factsheet-gender-en.pdf>

Gender and Biodiversity. Convention on Biological Diversity (CBD). http://www.cbd.int/gender/doc/fs_cbd_biodiversity.pdf

Why Gender Matters in Infrastructure. Organization for Economic Cooperation and Development (OECD). Assistance Committee Network on Gender Equality. <http://www.siyanda.org/search/summary.cfm?nn=2082&ST=SS&Keywords=energy&SUBJECT=0&Donor=&StartRow=21&Ref=Sim>

ANNEX C

Applicable Regulations and References

- Mandatory Standard Provisions for U.S., Nongovernmental Recipients

<http://www.usaid.gov/pubs/ads/300/303maa.pdf>

- Mandatory Standard Provisions for Non-U.S. Nongovernmental Recipients:

<http://www.usaid.gov/policy/ads/300/303mab.pdf>

- 22 CFR 226

http://www.access.gpo.gov/nara/cfr/waisidx_02/22cfr226_02.html

- OMB Circular A-122

<http://www.whitehouse.gov/omb/circulars/a122/a122.html>

- OMB Circular A-110

<http://www.whitehouse.gov/omb/circulars/a110/a110.html>

- ADS Series 300 Acquisition and Assistance

<http://www.usaid.gov/policy/ads/300/303.pdf>

- SF-424 Downloads

http://www.usaid.gov/our_work/humanitarian_assistance/disaster_assistance/resources/

ANNEX D

PAST PERFORMANCE INFORMATION PERFORMANCE REPORT - SHORT FORM
PART I: Award Information (to be completed by Prime Contractor)
1. Name of Awarding Entity:
2. Award Number:
3. Award Type:
4. Award Value (TEC): (if subagreement, subagreement value)
5. Problems: (if problems encountered on this award, explain corrective action taken)
6. Contacts: (Name, Telephone Number and E-mail address)
6a. Agreement Officer:
6b. Technical Officer (AOTR/COTR):
6c. Other:
7. Recipient:
8. Title/Brief Description of Product/Service Provided:
9. Information Provided in Response to RFA/RFP No. :
PART II: Performance Assessment (to be completed by Agency)
1. Quality of product or service, including consistency in meeting goals and targets, and cooperation and effectiveness of the Prime in fixing problems. Comment:
2. Cost control, including forecasting costs as well as accuracy in financial reporting. Comment:
3. Timeliness of performance, including adherence to contract schedules and other time-sensitive project conditions, and effectiveness of home and field office management to make prompt decisions and ensure efficient operation of tasks. Comment:
4. Customer satisfaction, including satisfactory business relationship to clients, initiation and management of several complex activities simultaneously, coordination among subcontractors and developing country partners, prompt and satisfactory correction of problems, and cooperative attitude in fixing problems. Comment:
5. Effectiveness of key personnel including: effectiveness and appropriateness of personnel for the job; and prompt and satisfactory changes in personnel when problems with clients where identified. Comment: