



USAID | TANZANIA

FROM THE AMERICAN PEOPLE

Issuance Date: **November 17, 2009.**
Closing Date: **December 16, 2009**
Closing Time: **1600 East African Time.**

Subject: Request for Applications (RFA) Number USAID-TANZANIA-10-002-RFA

SCALE UP OF INDOOR RESIDUAL SPRAYING (IRS) IN TANZANIA

The United States Agency for International Development (USAID) is seeking applications for an Assistance Agreement for funding a program for **Scale Up of Indoor Residual Spraying (IRS) in Tanzania**. The authority for the RFA is found in the Foreign Assistance Act of 1961, as amended.

The Recipient will be responsible for ensuring achievement of the program objective for **Scale Up of Indoor Residual Spraying (IRS) in Tanzania**. Please refer to the Program Description for a complete statement of goals and expected results.

Pursuant to 22 CFR 226.81, it is USAID policy not to award profit under assistance instruments. However, all reasonable, allocable, and allowable expenses, both direct and indirect, which are related to the grant program and are in accordance with applicable cost standards (22 CFR 226, OMB 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 grant.

Subject to the availability of funds, USAID intends to provide approximately **\$130,000,000** in total USAID funding to be allocated over the **five years** period. USAID reserves the right to fund any or none of the applications submitted.

For the purposes of this program, this RFA is being issued and consists of this cover letter and the following:

1. Section A - Grant Application Format;
2. Section B - Selection Criteria;
3. Section C – Program Description;
4. Section D - Certifications, Assurances, and Other Statements of Applicant/Grantee;

For the purposes of this RFA, the term "Grant" is synonymous with "Cooperative Agreement"; "Grantee" is synonymous with "Recipient"; and "Grant Officer" is synonymous with "Agreement Officer".

If you decide to submit an application, it should be received by the closing date and time indicated at the top of this cover letter at the place designated below for receipt of applications. Applications and modifications thereof shall be submitted in envelopes with the name and address of the applicant and RFA # (referenced above) inscribed thereon, to:

(By U.S. Mail)
Agreement Officer
USAID/Tanzania
2140 Dar es Salaam Place
Washington D.C. 20521-2140

(Non U.S. Mail)
Agreement Officer
USAID/Tanzania
686 Old Bagamoyo Road
P.O. Box 9130
Dar es Salaam, TANZANIA

Application **should also** be sent as email attachments to Kenneth P. LuePhang, Agreement Officer (kluephang@usaid.gov) with a copy to Samuel S. Kiranga, Acquisition Specialist (skiranga@usaid.gov) and to Agnes Ng'anga (anganga@usaid.gov) **OR** submitted through www.grants.gov as explained below.

The federal grant process is now web-enabled, allowing for applications to be received on-line. USAID bears no responsibility for data errors resulting from transmission or conversion processes associated with electronic submissions. Hard copy applications must be submitted. Applicants are requested to submit both technical and cost portions of their applications in separate volumes. To be eligible for award, the applicant must provide all required information in its application, including the requirements found in any attachments to the Grants.gov opportunity. Award will be made to that responsible applicant(s) whose application(s) offers the greatest value.

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. In addition, final award of any resultant grant(s) 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.

Beginning November 1, 2005, the preferred method of distribution of USAID RFA's and submission/receipt of applications is electronically via Grants.gov which provides a single source for Federal government-wide competitive grant opportunities. This RFA and any future amendments can be downloaded from the Agency Web Site. The World Wide Web Address is <http://www.grants.gov>. In order to use this method, an applicant must first register on-line with Grants.gov. If you have difficulty registering or accessing the RFA, please contact the Grants.gov Helpdesk at 1-800-518-472 or via e-mail at support@grants.gov for technical assistance. It is the responsibility of the recipient of the application document to ensure that it has been received from Fedgrants.gov in its entirety and USAID bears no responsibility for data errors resulting from transmission or conversion processes.

In the event of an inconsistency between the documents comprising this RFA, it shall be resolved by the following descending order of precedence:

- (a) Section II - Selection Criteria;
- (b) Section I - Grant Application Format;
- (c) the Program Description;
- (d) This Cover Letter.

Any questions concerning this RFA should be submitted in writing to Kenneth P. LuePhang, Agreement Officer, (kluephang@usaid.gov) with a copy to Samuel S. Kiranga (skiranga@usaid.gov) and Agnes Ng'anga (anganga@usaid.gov). The latest date for receiving questions is **COB November 30, 2009**. Applicants should retain for their records one copy of all enclosures which accompany their application.

Sincerely,

<signed>
Kenneth P. LuePhang
Agreement Officer
USAID/Tanzania

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SECTION A - GRANT APPLICATION FORMAT

PREPARATION GUIDELINES

All applications received by the deadline will be reviewed for responsiveness to the specifications outlined in these guidelines and the application format. Section II addresses the technical evaluation procedures for the applications. Applications which are submitted late or are incomplete run the risk of not being considered in the review process. "Late applications will not be considered for award" or "Late applications will be considered for award if the Agreement Officer determines it is in the Government's interest."

Applications shall be submitted in two separate parts: (a) technical and (b) cost or business application. Technical portions of applications should be submitted in original and two copies, and cost portions of applications in original and two copies.

Cost and technical proposals must reflect IEE or EA preparation costs and approaches. The recipient will be expected to comply with all conditions specified in the approved IEE and/or EA. If an IEE, as developed by the recipient and approved by USAID, includes a Positive Determination for one or more activities, the recipient will be required to develop and submit an EA addressing these activities.

The application should be prepared according to the structural format set forth below. Applications must be submitted no later than the date and time indicated on the cover page of this RFA, to the location indicated on page 3 of the cover letter accompanying this RFA.

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 found in Section II.

The Foreign Assistance Act of 1961, as amended, Section 117 requires that the impact of USAID's activities on the environment be considered and that USAID include environmental sustainability as a central consideration in designing and carrying out its development programs. This mandate is codified in Federal Regulations (22 CFR 216) and in USAID's Automated Directives System (ADS) Parts 201.5.10g and 204 (<http://www.usaid.gov/policy/ads/200/>), which, in part, require that the potential environmental impacts of USAID-financed activities are identified prior to a final decision to proceed and that appropriate environmental safeguards are adopted for all activities. Respondent environmental compliance obligations under these regulations and procedures are specified in the following paragraphs of this RFA.

In addition, the contractor/recipient must comply with host country environmental regulations unless otherwise directed in writing by USAID. In case of conflict between host country and USAID regulations, the latter shall govern.

USAID anticipates that environmental compliance and achieving optimal development outcomes for the proposed activities will require environmental management expertise. Respondents to the RFA should therefore include as part of their application their approach to achieving environmental compliance and management, to include:

- The respondent's approach to developing and implementing an [IEE or EA or environmental review process for a grant fund and/or an EMMP or M&M Plan].
- The respondent's approach to providing necessary environmental management expertise, including examples of past experience of environmental management of similar activities.

- The respondent's illustrative budget for implementing the environmental compliance activities. For the purposes of this solicitation, applicants should reflect illustrative costs for environmental compliance implementation and monitoring in their cost proposal.

No activity funded under this cooperative agreement will be implemented unless an environmental threshold determination, as defined by 22 CFR 216, has been reached for that activity, as documented in a Request for Categorical Exclusion (RCE), Initial Environmental Examination (IEE), or Environmental Assessment (EA) duly signed by the Bureau Environmental Officer (BEO). (Hereinafter, such documents are described as "approved Regulation 216 environmental documentation.")

Applicants should retain for their records one copy of the application and all enclosures which accompany their application. Erasures or other changes must be initialed by the person signing the application. To facilitate the competitive review of the applications, USAID will consider only applications conforming to the format prescribed below.

COST APPLICATION FORMAT

The Cost or Business Application is to be submitted under separate cover from the technical application. Certain documents are required to be submitted by an applicant in order for an Grant Officer to make a determination of responsibility. However, it is USAID policy not to burden applicants with undue reporting requirements if that information is readily available through other sources.

The following sections describe the documentation that applicants for Assistance award must submit to USAID prior to award. While there is no page limit for this portion, applicants are encouraged to be as concise as possible, but still provide the necessary detail to address the following:

A. A copy of the program description that was detailed in the applicant's program description, on a CDROM, formatted in MS WORD, and a budget in MS EXCEL.

B. Include a budget with an accompanying budget narrative which provides in detail the total costs for implementation of the program your organization is proposing. The budget must be submitted using Standard Form 424 and 424A which can be downloaded from the USAID web site, <http://www.usaid.gov/forms/sf424.pdf>

- the breakdown of all costs associated with the program according to costs of, if applicable, headquarters, regional and/or country offices;

- the breakdown of all costs according to each partner organization involved in the program;

- the costs associated with external, expatriate technical assistance and those associated with local in-country technical assistance;

- the breakdown of the financial and in-kind contributions of all organizations involved in implementing this Cooperative Agreement;

- potential contributions of non-USAID or private commercial donors to this Cooperative Agreement;

- your procurement plan for commodities (note that contraceptives and other health commodities will not be provided under this Cooperative Agreement).

C. A current Negotiated Indirect Cost Rate Agreement;

D. Required certifications and representations (as attached):

E. Cost share is encouraged but not a requirement.

F. Applicants who do not currently have a Negotiated Indirect Cost Rate Agreement (NICRA) from their cognizant agency shall also submit the following information:

1. copies of the applicant's financial reports for the previous 3-year period, which have been audited by a certified public accountant or other auditor satisfactory to USAID;
2. projected budget, cash flow and organizational chart;
3. A copy of the organization's accounting manual.

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

1. Has adequate financial resources or the ability to obtain such resources as required during the performance of the award.
2. Has the ability to comply with the award conditions, taking into account all existing and currently prospective commitments of the applicant, nongovernmental and governmental.
3. 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.
4. Has a satisfactory record of integrity and business ethics; and
5. Is otherwise qualified and eligible to receive a grant under applicable laws and regulations (e.g., EEO).

H. 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. If a copy has already been submitted to the U.S. Government, the applicant should advise which Federal Office has a copy.

In addition to the aforementioned guidelines, the applicant is requested to take note of the following:

I. 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 art work, expensive paper and bindings, and expensive visual and other presentation aids are neither necessary nor wanted.

J. Acknowledgement of Amendments to the RFA - Applicants shall acknowledge receipt of any amendment to this RFA by signing and returning the amendment. The Government must receive the acknowledgement by the time specified for receipt of applications.

K. Receipt of Applications - Applications must be received at the place designated and by the date and time specified in the cover letter of this RFA.

L. Submission of Applications:

1. Applications and modifications thereof shall be submitted in sealed envelopes or packages, **and** by email or by electronic submission through the Grant.gov website (1) addressed to the office specified in the Cover Letter of this RFA, and (2) showing the time specified for receipt, the RFA number, and the name and address of the applicant.

2. Faxed applications will not be considered; however, applications may be modified by written or faxed notice, if that notice is received by the time specified for receipt of applications.

M. Preparation of Applications:

1. Applicants are expected to review, understand, and comply with all aspects of this RFA. Failure to do so will be at the applicant's risk.

2. Each applicant shall furnish the information required by this RFA. The applicant shall sign the application and print or type its name on the Cover Page of the technical and cost applications. Erasures or other changes must be initialed by the person signing the application. Applications signed by an agent shall be accompanied by evidence of that agent's authority, unless that evidence has been previously furnished to the issuing office.

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

(a) Mark the title 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, a grant is awarded to this applicant as a result of - or in connection with - the submission of this data, the U.S. Government shall have the right to duplicate, use, or disclose the data to the extent provided in the resulting grant. This restriction does not limit the U.S. Government's right to use information contained in this data if it is obtained from another source without restriction. The data subject to this restriction are contained in sheets ; and

(b) 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."

N. Explanation to Prospective Applicants - Any prospective applicant desiring an explanation or interpretation of this RFA must request it in writing within three weeks of receipt of the application to allow a reply to reach all prospective applicants before the submission of their applications. Oral explanations or instructions given before award of a Grant 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.

O. Grant Award:

1. The Government may award one Grant resulting from this RFA to the responsible applicant whose application conforming to this RFA offers the greatest value (see also Section II of this RFA). The Government may (a) reject any or all applications, (b) accept other than the lowest cost application, (c) accept more than one application (see Section III, Selection Criteria), (d) accept alternate applications, and (e) waive informalities and minor irregularities in applications received.

2. The Government may award one or more Grant(s) on the basis of initial applications received, without discussions. Therefore, each initial application should contain the applicant's best terms from a cost and technical standpoint.

3. Neither financial data submitted with an application nor representations concerning facilities or financing, will form a part of the resulting Grant(s).

P. Authority to Obligate the Government - The Grant Officer is the only individual who may legally commit the Government to the expenditure of public funds. No costs chargeable to the proposed Grant may be incurred before receipt of either a fully executed Grant or a specific, written authorization from the Grant Officer.

Q. The Contractor/Recipient 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/subawards issued under this contract/agreement.

R. Foreign Government Delegations to International Conferences - Funds in this [contract, agreement, amendment] 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 [<http://www.info.usaid.gov/pubs/ads/300/refindx3.htm>] or as approved by the [CO/AO/CTO].

S. BRANDING STRATEGY - ASSISTANCE (December 2005)

(a) Definitions

Branding Strategy means a strategy that is submitted at the specific request of a USAID Agreement Officer by an Apparently Successful Applicant after evaluation of an application for USAID funding, describing how the program, project, or activity is named and positioned, and how it is promoted and communicated to beneficiaries and host country citizens. It identifies all donors and explains how they will be acknowledged.

Apparently Successful Applicant(s) means the applicant(s) for USAID funding recommended for an award after evaluation, but who has not yet been awarded a grant, cooperative agreement or other assistance award by the Agreement Officer. The Agreement Officer will request that the Apparently Successful Applicants submit a Branding Strategy and Marking Plan. Apparently Successful Applicant status confers no right and constitutes no USAID commitment to an award.

USAID Identity (Identity) means the official marking for the Agency, comprised of the USAID logo and new landmark, which clearly communicates that our assistance is from the American people. The USAID Identity is available on the USAID website and is provided without royalty, license, or other fee to recipients of USAID-funded grants or cooperative agreements or other assistance awards or subawards.

(b) Submission. The Apparently Successful Applicant, upon request of the Agreement Officer, will submit and negotiate a Branding Strategy. The Branding Strategy will be included in and made a part of the resulting grant or cooperative agreement. The Branding Strategy will be negotiated within the time that the Agreement Officer specifies. Failure to submit and negotiate a Branding Strategy will make the applicant ineligible for award of a grant or cooperative agreement. The Apparently Successful Applicant must include all estimated costs associated with branding and marking USAID programs, such as plaques, stickers, banners, press events and materials, and the like.

(c) Submission Requirements

At a minimum, the Apparently Successful Applicant's Branding Strategy will address the following:

(1) Positioning

What is the intended name of this program, project, or activity?

Guidelines: USAID prefers to have the USAID Identity included as part of the program or project name, such as a "title sponsor," if possible and appropriate. It is acceptable to "co-brand" the title with USAID's and the Apparently Successful Applicant's identities. For example: "The USAID and [Apparently Successful Applicant] Health Center."

If it would be inappropriate or is not possible to "brand" the project this way, such as when rehabilitating a structure that already exists or if there are multiple donors, please explain and indicate how you intend to showcase USAID's involvement in publicizing the program or project. For example: School #123, rehabilitated by USAID and [Apparently Successful Applicant]/ [other donors]. Note: the Agency prefers "made possible by (or with) the generous support of the American People" next to the USAID Identity in acknowledging our contribution, instead of the phrase "funded by." USAID prefers local language translations.

Will a program logo be developed and used consistently to identify this program? If yes, please attach a copy of the proposed program logo. Note: USAID prefers to fund projects that do NOT have a separate logo or identity that competes with the USAID Identity.

(2) Program Communications and Publicity

Who are the primary and secondary audiences for this project or program?

Guidelines: Please include direct beneficiaries and any special target segments or influencers. For Example: Primary audience: schoolgirls age 8-12, Secondary audience: teachers and parents—specifically mothers.

What communications or program materials will be used to explain or market the program to beneficiaries?

Guidelines: These include training materials, posters, pamphlets, Public Service Announcements, billboards, websites, and so forth.

What is the main program message(s)?

Guidelines: For example: "Be tested for HIV-AIDS" or "Have your child inoculated." Please indicate if you also plan to incorporate USAID's primary message – this aid is "from the American people" – into the narrative of program materials. This is optional; however, marking with the USAID Identity is required.

Will the recipient announce and promote publicly this program or project to host country citizens? If yes, what press and promotional activities are planned?

Guidelines: These may include media releases, press conferences, public events, and so forth. Note: incorporating the message, "USAID from the American People", and the USAID Identity is required.

Please provide any additional ideas about how to increase awareness that the American people support this project or program.

Guidelines: One of our goals is to ensure that both beneficiaries and host-country citizens know that the aid the Agency is providing is "from the American people." Please provide any initial ideas on how to further this goal.

(3) Acknowledgements

Will there be any direct involvement from a host-country government ministry? If yes, please indicate which one or ones. Will the recipient acknowledge the ministry as an additional co- sponsor?

Note: it is perfectly acceptable and often encouraged for USAID to "co-brand" programs with government ministries.

Please indicate if there are any other groups whose logo or identity the recipient will use on program materials and related communications.

Guidelines: Please indicate if they are also a donor or why they will be visibly acknowledged, and if they will receive the same prominence as USAID.

(d) Award Criteria. The Agreement Officer will review the Branding Strategy for adequacy, ensuring that it contains the required information on naming and positioning the USAID-funded program, project, or activity, and promoting and communicating it to cooperating country beneficiaries and citizens. The Agreement Officer also will evaluate this information to ensure that it is consistent with the stated objectives of the award; with the Apparently Successful Applicant's cost data submissions; with the Apparently Successful Applicant's project, activity, or program performance plan; and with the regulatory requirements set out in 22 CFR 226.91. The Agreement Officer may obtain advice and recommendations from technical experts while performing the evaluation.

T. MARKING PLAN – ASSISTANCE (December 2005)

(a) Definitions

Marking Plan means a plan that the Apparently Successful Applicant submits at the specific request of a USAID Agreement Officer after evaluation of an application for USAID funding, detailing the public communications, commodities, and program materials and other items that will visibly bear the USAID Identity. Recipients may request approval of Presumptive Exceptions to marking requirements in the Marking Plan.

Apparently Successful Applicant(s) means the applicant(s) for USAID funding recommended for an award after evaluation, but who has not yet been awarded a grant, cooperative agreement or other assistance award by the Agreement Officer. The Agreement Officer will request that Apparently Successful Applicants submit a Branding Strategy and Marking Plan. Apparently Successful Applicant status confers no right and constitutes no USAID commitment to an award, which the Agreement Officer must still obligate.

USAID Identity (Identity) means the official marking for the Agency, comprised of the USAID logo and new landmark, which clearly communicates that our assistance is from the American people. The USAID Identity is available on the USAID website and USAID provides it without royalty, license, or other fee to recipients of USAIDfunded grants, cooperative agreements, or other assistance awards or subawards.

A **Presumptive Exception** exempts the applicant from the general marking requirements for a particular USAID-funded public communication, commodity, program material or other deliverable, or a category of USAID-funded public communications, commodities, program materials or other deliverables that would otherwise be required to visibly bear the USAID Identity. The Presumptive Exceptions are:

Presumptive Exception (i). USAID marking requirements may not apply if they would compromise the intrinsic independence or neutrality of a program or materials where independence or neutrality is an inherent aspect of the program and materials, such as election monitoring or ballots, and voter information literature; political party support or public policy advocacy or reform; independent media, such as television and radio broadcasts, newspaper articles and editorials; and public service announcements or public opinion polls and surveys (22 C.F.R. 226.91(h)(1)).

Presumptive Exception (ii). USAID marking requirements may not apply if they would diminish the credibility of audits, reports, analyses, studies, or policy recommendations whose data or findings must be seen as independent (22 C.F.R. 226.91(h)(2)).

Presumptive Exception (iii). USAID marking requirements may not apply if they would undercut host-country government “ownership” of constitutions, laws, regulations, policies, studies, assessments, reports, publications, surveys or audits, public service announcements, or other communications better positioned as “by” or “from” a cooperating country ministry or government official (22 C.F.R. 226.91(h)(3)).

Presumptive Exception (iv). USAID marking requirements may not apply if they would impair the functionality of an item, such as sterilized equipment or spare parts (22 C.F.R. 226.91(h)(4)).

Presumptive Exception (v). USAID marking requirements may not apply if they would incur substantial costs or be impractical, such as items too small or otherwise unsuited for individual marking, such as food in bulk (22 C.F.R. 226.91(h)(5)).

Presumptive Exception (vi). USAID marking requirements may not apply if they would offend local cultural or social norms, or be considered inappropriate on such items as condoms, toilets, bed pans, or similar commodities (22 C.F.R. 226.91(h)(6)).

Presumptive Exception (vii). USAID marking requirements may not apply if they would conflict with international law (22 C.F.R. 226.91(h)(7)).

(b) Submission. The Apparently Successful Applicant, upon the request of the Agreement Officer, will submit and negotiate a Marking Plan that addresses the details of the public communications, commodities, program materials that will visibly bear the USAID Identity. The marking plan will be customized for the particular program, project, or activity under the resultant grant or cooperative agreement. The plan will be included in and made a part of the resulting grant or cooperative agreement. USAID and the Apparently Successful Applicant will negotiate the Marking Plan within the time specified by the Agreement Officer. Failure to submit and negotiate a Marking Plan will make the applicant ineligible for award of a grant or cooperative agreement. The applicant must include an estimate of all costs associated with branding and marking USAID programs, such as plaques, labels, banners, press events, promotional materials, and so forth in the budget portion of its application. These costs are subject to revision and negotiation with the Agreement Officer upon submission of the Marking Plan and will be incorporated into the Total Estimated Amount of the grant, cooperative agreement or other assistance instrument.

(c) Submission Requirements. The Marking Plan will include the following:

(1) A description of the public communications, commodities, and program materials that the recipient will produce as a part of the grant or cooperative agreement and which will visibly bear the USAID Identity. These include:

- (i) program, project, or activity sites funded by USAID, including visible infrastructure projects or other programs, projects, or activities that are physical in nature;
- (ii) technical assistance, studies, reports, papers, publications, audiovisual productions, public service announcements, Web sites/Internet activities and other promotional, informational, media, or communications products funded by USAID;

- (iii) events financed by USAID, such as training courses, conferences, seminars, exhibitions, fairs, workshops, press conferences, and other public activities; and
- (iv) all commodities financed by USAID, including commodities or equipment provided under humanitarian assistance or disaster relief programs, and all other equipment, supplies and other materials funded by USAID, and their export packaging.

(2) A table specifying:

- (i) the program deliverables that the recipient will mark with the USAID Identity,
- (ii) the type of marking and what materials the applicant will be used to mark the program deliverables with the USAID Identity, and
- (iii) when in the performance period the applicant will mark the program deliverables, and where the applicant will place the marking.

(3) A table specifying:

- (i) what program deliverables will not be marked with the USAID Identity, and
- (ii) the rationale for not marking these program deliverables.

(d) Presumptive Exceptions.

(1) The Apparently Successful Applicant may request a Presumptive Exception as part of the overall Marking Plan submission. To request a Presumptive Exception, the Apparently Successful Applicant must identify which Presumptive Exception applies, and state why, in light of the Apparently Successful Applicant's technical proposal and in the context of the program description or program statement in the USAID Request For Application or Annual Program Statement, marking requirements should not be required.

(2) Specific guidelines for addressing each Presumptive Exception are:

- (i) For Presumptive Exception (i), identify the USAID Strategic Objective, Interim Result, or program goal furthered by an appearance of neutrality, or state why the program, project, activity, commodity, or communication is 'intrinsically neutral.' Identify, by category or deliverable item, examples of program materials funded under the award for which you are seeking an exception.
- (ii) For Presumptive Exception (ii), state what data, studies, or other deliverables will be produced under the USAID funded award, and explain why the data, studies, or deliverables must be seen as credible.
- (iii) For Presumptive Exception (iii), identify the item or media product produced under the USAID funded award, and explain why each item or product, or category of item and product, is better positioned as an item or product produced
 - (i) by the cooperating country government.
- (iv) For Presumptive Exception (iv), identify the item or commodity to be marked, or categories of items or commodities, and explain how marking would impair the item's or commodity's functionality.
- (v) For Presumptive Exception (v), explain why marking would not be costbeneficial or practical.
- (vi) For Presumptive Exception (vi), identify the relevant cultural or social norm, and explain why marking would violate that norm or otherwise be inappropriate.
- (vii) For Presumptive Exception (vii), identify the applicable international law violated by marking.

(3) The Agreement Officer will review the request for adequacy and reasonableness. In consultation with the Cognizant Technical Officer and other agency personnel as necessary, the Agreement Officer will approve or disapprove the requested Presumptive Exception. Approved exceptions will be made part of the approved Marking Plan, and will apply for the term of the award, unless provided otherwise.

(e) Award Criteria: The Agreement Officer will review the Marking Plan for adequacy and reasonableness, ensuring that it contains sufficient detail and information concerning public communications, commodities, and program materials that will visibly bear the USAID Identity. The Agreement Officer will evaluate the plan to ensure that it is consistent with the stated objectives of the award; with the applicant's cost data submissions; with the applicant's actual project, activity, or program performance plan; and with the regulatory requirements of 22 C.F.R. 226.91. The Agreement Officer will approve or disapprove any requested Presumptive Exceptions (see paragraph (d)) on the basis of adequacy and reasonableness. The Agreement Officer may obtain advice and recommendations from technical experts while performing the evaluation.

U. MARKING UNDER USAID-FUNDED ASSISTANCE INSTRUMENTS (December 2005)

(a) Definitions

Commodities mean any material, article, supply, goods or equipment, excluding recipient offices, vehicles, and non-deliverable items for recipient's internal use, in administration of the USAID funded grant, cooperative agreement, or other agreement or subagreement.

Principal Officer means the most senior officer in a USAID Operating Unit in the field, e.g., USAID Mission Director or USAID Representative. For global programs managed from Washington but executed across many countries, such as disaster relief and assistance to internally displaced persons, humanitarian emergencies or immediate post conflict and political crisis response, the cognizant Principal Officer may be an Office Director, for example, the Directors of USAID/W/Office of Foreign Disaster Assistance and Office of Transition Initiatives. For non-presence countries, the cognizant Principal Officer is the Senior USAID officer in a regional USAID Operating Unit responsible for the non-presence country, or in the absence of such a responsible operating unit, the Principal U.S Diplomatic Officer in the non-presence country exercising delegated authority from USAID.

Programs mean an organized set of activities and allocation of resources directed toward a common purpose, objective, or goal undertaken or proposed by an organization to carry out the responsibilities assigned to it.

Projects include all the marginal costs of inputs (including the proposed investment) technically required to produce a discrete marketable output or a desired result (for example, services from a fully functional water/sewage treatment facility).

Public communications are documents and messages intended for distribution to audiences external to the recipient's organization. They include, but are not limited to, correspondence, publications, studies, reports, audio visual productions, and other informational products; applications, forms, press and promotional materials used in connection with USAID funded programs, projects or activities, including signage and plaques; Web sites/Internet activities; and events such as training courses, conferences, seminars, press conferences and so forth.

Subrecipient means any person or government (including cooperating country government) department, agency, establishment, or for profit or nonprofit organization that receives a USAID subaward, as defined in 22 C.F.R. 226.2.

Technical Assistance means the provision of funds, goods, services, or other foreign assistance, such as loan guarantees or food for work, to developing countries and other USAID recipients, and through such recipients to subrecipients, in direct support of a development objective – as opposed to the internal management of the foreign assistance program.

USAID Identity (Identity) means the official marking for the United States Agency for International Development (USAID), comprised of the USAID logo or seal and new brandmark, with the tagline that clearly communicates that our assistance is “from the American people.” The USAID Identity is available on the USAID website at www.usaid.gov/branding and USAID provides it without royalty, license, or other fee to recipients of USAID-funded grants, or cooperative agreements, or other assistance awards.

(b) Marking of Program Deliverables

(1) All recipients must mark appropriately all overseas programs, projects, activities, public communications, and commodities partially or fully funded by a USAID grant or cooperative agreement or other assistance award or subaward with the USAID Identity, of a size and prominence equivalent to or greater than the recipient’s, other donor’s, or any other third party’s identity or logo.

(2) The Recipient will mark all program, project, or activity sites funded by USAID, including visible infrastructure projects (for example, roads, bridges, buildings) or other programs, projects, or activities that are physical in nature (for example, agriculture, forestry, water management) with the USAID Identity. The Recipient should erect temporary signs or plaques early in the construction or implementation phase. When construction or implementation is complete, the Recipient must install a permanent, durable sign, plaque or other marking.

(3) The Recipient will mark technical assistance, studies, reports, papers, publications, audio-visual productions, public service announcements, Web sites/Internet activities and other promotional, informational, media, or communications products funded by USAID with the USAID Identity.

(4) The Recipient will appropriately mark events financed by USAID, such as training courses, conferences, seminars, exhibitions, fairs, workshops, press conferences and other public activities, with the USAID Identity. Unless directly prohibited and as appropriate to the surroundings, recipients should display additional materials, such as signs and banners, with the USAID Identity. In circumstances in which the USAID Identity cannot be displayed visually, the recipient is encouraged otherwise to acknowledge USAID and the American people’s support.

(5) The Recipient will mark all commodities financed by USAID, including commodities or equipment provided under humanitarian assistance or disaster relief programs, and all other equipment, supplies, and other materials funded by USAID, and their export packaging with the USAID Identity.

(6) The Agreement Officer may require the USAID Identity to be larger and more prominent if it is the majority donor, or to require that a cooperating country government’s identity be larger and more prominent if circumstances warrant, and as appropriate depending on the audience, program goals, and materials produced.

(7) The Agreement Officer may require marking with the USAID Identity in the event that the recipient does not choose to mark with its own identity or logo.

(8) The Agreement Officer may require a pre-production review of USAID-funded public communications and program materials for compliance with the approved Marking Plan.

(9) Subrecipients. To ensure that the marking requirements “flow down” to subrecipients of subawards, recipients of USAID funded grants and cooperative agreements or other assistance awards will include the USAID-approved marking provision in any USAID funded subaward, as follows: “As a condition of receipt of this subaward, marking with the USAID Identity of a size and prominence equivalent to or greater than the recipient’s, subrecipient’s, other donor’s or third party’s is required. In the event the recipient chooses not to require marking with its own identity or logo by the subrecipient, USAID may, at its discretion, require marking by the subrecipient with the USAID Identity.”

(10) Any ‘public communications’, as defined in 22 C.F.R. 226.2, funded by USAID, in which the content has not been approved by USAID, must contain the following disclaimer: “This study/report/audio/visual/other information/media product (specify) is made possible by the generous support of the American people through the United States Agency for International Development (USAID). The contents are the responsibility of [insert recipient name] and do not necessarily reflect the views of USAID or the United States Government.”

(11) The recipient will provide the Cognizant Technical Officer (CTO) or other USAID personnel designated in the grant or cooperative agreement with two copies of all program and communications materials produced under the award. In addition, the recipient will submit one electronic or one hard copy of all final documents to USAID’s Development Experience Clearinghouse.

(c) Implementation of marking requirements.

(1) When the grant or cooperative agreement contains an approved Marking Plan, the recipient will implement the requirements of this provision following the approved Marking Plan.

(2) When the grant or cooperative agreement does not contain an approved Marking Plan, the recipient will propose and submit a plan for implementing the requirements of this provision within [Agreement Officer fill-in] days after the effective date of this provision. The plan will include:

(i) A description of the program deliverables specified in paragraph (b) of this provision that the recipient will produce as a part of the grant or cooperative agreement and which will visibly bear the USAID Identity.

(ii) the type of marking and what materials the applicant uses to mark the program deliverables with the USAID Identity,

(iii) when in the performance period the applicant will mark the program deliverables, and where the applicant will place the marking,

(3) The recipient may request program deliverables not be marked with the USAID Identity by identifying the program deliverables and providing a rationale for not marking these program deliverables. Program deliverables may be exempted from USAID marking requirements when:

(i) USAID marking requirements would compromise the intrinsic independence or neutrality of a program or materials where independence or neutrality is an inherent aspect of the program and materials;

(ii) USAID marking requirements would diminish the credibility of audits, reports, analyses, studies, or policy recommendations whose data or findings must be seen as independent;

(iii) USAID marking requirements would undercut host-country government “ownership” of constitutions, laws, regulations, policies, studies, assessments, reports, publications, surveys or audits, public service announcements, or other communications better positioned as “by” or “from” a cooperating country ministry or government official;

(iv) USAID marking requirements would impair the functionality of an item;

(v) USAID marking requirements would incur substantial costs or be impractical;

(vi) USAID marking requirements would offend local cultural or social norms, or be considered inappropriate;

(vii) USAID marking requirements would conflict with international law.

(4) The proposed plan for implementing the requirements of this provision, including any proposed exemptions, will be negotiated within the time specified by the Agreement Officer after receipt of the proposed plan. Failure to negotiate an approved plan with the time specified by the Agreement Officer may be considered as noncompliance with the requirements is provision.

(d) Waivers.

(1) The recipient may request a waiver of the Marking Plan or of the marking requirements of this provision, in whole or in part, for each program, project, activity, public communication or commodity, or, in

exceptional circumstances, for a region or country, when USAID required marking would pose compelling political, safety, or security concerns, or when marking would have an adverse impact in the cooperating country. The recipient will submit the request through the Cognizant Technical Officer. The Principal Officer is responsible for approvals or disapprovals of waiver requests.

(2) The request will describe the compelling political, safety, security concerns, or adverse impact that require a waiver, detail the circumstances and rationale for the waiver, detail the specific requirements to be waived, the specific portion of the Marking Plan to be waived, or specific marking to be waived, and include a description of how program materials will be marked (if at all) if the USAID Identity is removed. The request should also provide a rationale for any use of recipient's own identity/logo or that of a third party on materials that will be subject to the waiver.

(3) Approved waivers are not limited in duration but are subject to Principal Officer review at any time, due to changed circumstances.

(4) Approved waivers "flow down" to recipients of subawards unless specified otherwise. The waiver may also include the removal of USAID markings already affixed, if circumstances warrant.

(5) Determinations regarding waiver requests are subject to appeal to the Principal Officer's cognizant Assistant Administrator. The recipient may appeal by submitting a written request to reconsider the Principal Officer's waiver determination to the cognizant Assistant Administrator.

(e) Non-retroactivity.

The requirements of this provision do not apply to any materials, events, or commodities produced prior to January 2, 2006. The requirements of this provision do not apply to program, project, or activity sites funded by USAID, including visible infrastructure projects (for example, roads, bridges, buildings) or other programs, projects, or activities that are physical in nature (for example, agriculture, forestry, water management) where the construction and implementation of these are complete prior to January 2, 2006 and the period of the grant does not extend past January 2, 2006.

V. USAID Disability Policy - Assistance (December 2004)

(a) The objectives of the USAID Disability Policy are (1) to enhance the attainment of United States foreign assistance program goals by promoting the participation and equalization of opportunities of individuals with disabilities in USAID policy, country and sector strategies, activity designs and implementation; (2) to increase awareness of issues of people with disabilities both within USAID programs and in host countries; (3) to engage other U.S. government agencies, host country counterparts, governments, implementing organizations and other donors in fostering a climate of nondiscrimination against people with disabilities; and (4) to support international advocacy for people with disabilities. The full text of the policy paper can be found at the following website: <http://www.usaid.gov/about/disability/DISABPOL.FIN.html>.

(b) USAID therefore requires that the recipient not discriminate against people with disabilities in the implementation of USAID funded programs and that it make every effort to comply with the objectives of the USAID Disability Policy in performing the program under this grant or cooperative agreement. To that end and to the extent it can accomplish this goal within the scope of the program objectives, the recipient should demonstrate a comprehensive and consistent approach for including men, women and children with disabilities."

SECTION B - SELECTION CRITERIA

The criteria presented below have been tailored to the requirements of this particular RFA. Applicants should note that these criteria serve to: (a) identify the significant matters which applicants should address in their applications and (b) set the standard against which all applications will be evaluated. To facilitate the review of applications, applicants should organize the narrative sections of their applications in the same order as the selection criteria.

The technical applications will be evaluated in accordance with the Technical Evaluation Criteria set forth below. Thereafter, 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 the extent that they are necessary (if award is made based on initial applications), negotiations will then be conducted with all applicants whose application, after discussion and negotiation, has a reasonable chance of being selected for award. Awards will be made to responsible applicants whose applications offer the greatest value, cost and other factors considered.

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

These criteria identify significant areas applicants should address in their proposals and serve as the standard against which all proposals will be evaluated.

Applicants will be assessed on the quality of the overall design and the extent of understanding of the Program Description, a technical approach that is comprehensive and feasible, and a proposed management plan that is able to implement the program.

1. Technical Approach (45%)

The proposal will be assessed for:

- a) Comprehensive understanding of the local malaria situation of both Mainland and Zanzibar;
- b) Understanding of the Tanzania health sector and decentralized service delivery and the successes, constraints, opportunities that can be harnessed to compliment the program;
- c) Demonstrated understanding of the statement of work; logic, coherence and feasibility of the overall plan to achieve expected results;
- d) Proposed technical approach that is feasible, complete, state-of-the-art, creative and innovative, evidence-based realistic for cost-containment, and appropriate; and describes **how** the strategies, approaches and activities will achieve the RFA's results;
- e) Clear plan for scale up of IRS on Mainland and maintaining a high IRS coverage Zanzibar and whether the plan clearly shows the coverage by intervention, with annual targets;
- f) Assurance for a rapid, effective start-up of program activities including the first year plan of activities and timeline and will achieve large-scale public health impact by the end of five years;
- g) Demonstrated strengthening of local capacity in NMCP, ZMCP, and the local governments for planning and implementation of IRS, and epidemic preparedness and response through focal spraying;

- h) Proposed realistic and sustainability plan that takes into consideration existing local and other available resources and ensures continuation of activities at end of project;
- i) Proposed actions for environmental compliance, including environmental impact assessments, environmental monitoring plan, and mitigation actions; and
- j) Ability to analyze and address gender in planning, implementation, monitoring and reporting.
- k) Understanding of entomological monitoring in relation to vector control and IRS
- l) Proposed actions for strengthening entomological monitoring on Mainland and establishing an quality control system for entomological monitoring on both mainland and Zanzibar
- m) Proposed plan for conducting entomological monitoring in both IRS and non-IRS areas
- n) Proposed and feasibility of transition plan for conducting entomological monitoring to NMCP and ZMCP

2. Monitoring and Evaluation Plan (10%)

Applicant should submit a draft Performance Monitoring and Evaluation Plan that can track performance against indicators for the expected results for each component. Applicant should propose indicators and milestones for the expected results, which are measurable and impact-oriented (as opposed to input/output oriented). The application will be assessed as to whether a draft PMP is included in the application and whether it clearly demonstrates:

- a) Realistic performance targets and indicators for the entire implementation period; and
- b) a performance-based monitoring system that is capable of tracking and documenting the targets set for under each component, the level of effort expended, and yearly outputs and progress for the activities under each component.

3. Institutional Past Experience and Performance (20%)

Applicant's capability will be assessed on the extent to which the applicant demonstrates successful experience in the areas described in the Program Description, emphasizing an applicant's organizational, management, and technical actions under previous contracts, grants, or cooperative. USAID will look for demonstrated capacity in providing quality services, track record of timeliness of performance; good business practices and customer satisfaction; and attention to cost control. The application should includes documentation of current or recent (in past 5 years) cooperative agreements, contracts (or sub-agreements and sub-contracts) that are similar in matter, size, scope and complexity to the technical description of this RFA. Applicants should provide:

- a. Contract or cooperative agreement number
- b. Procuring agency
- c. Dollar value
- d. Period of performance
- e. Brief description of the work performed
- f. References.

The proposal will be evaluated whether it demonstrates:

- a) Technical capacity to achieve the results described in this RFA;
- b) Access to an appropriate mix of technical expertise to support the objective of this activity;

- c) Experience in analyzing gender norms and in designing activities that respond to the gender issues;
- d) Relevant prior experience in scale up and implementing a complex high profile program;
- e) Quality of product or service, including consistency in meeting goals and targets;
- f) Timeliness of performance, including adherence to schedules and other time-sensitive project conditions, and effectiveness of home and field office management to make prompt decisions and ensure efficient completion of tasks;
- g) Business relations and timely completion of all administrative requirements;
- h) Cost control, including forecasting costs as well as accuracy in financial reporting; and
- i) Customer satisfaction with performance, including end user or beneficiary wherever possible.

Performance information will be used for both the responsibility determination and best value decision. USAID reserves the right to obtain past performance information from other sources including those not named in this application. Any other past performance information obtained may be used by the Technical Evaluation Committee as part of the review and evaluation of the past performance of the applicant and proposed sub-partnerships.

4. Personnel and Management Plan (25%)

The proposal will be assessed for Management and administrative arrangements for overall implementation of the program including organizational structure, logistical support, personnel management, procurement arrangements for goods and services, functions and responsibilities of key personnel. Applicant should provide the names and Curriculum Vitae for all key personnel to be assigned to this program activity.

a) Quality and experience of Chief of Party (15%)

The COP should have extensive experience in managing the mobilization and oversight of complex and high profile program and should have the ability to assemble and manage a highly-skilled, interdisciplinary team. The COP should also have good working relations with government and national malaria control programs. The COP should have demonstrated professional excellence, proven leadership, management, team building and writing skills, and strong cross-cultural and interpersonal skills are essential.

b) Qualification and skill mix of key personnel (5%)

The proposed key personnel should have the qualifications and technical competence to implement the different components of the program. The key personnel apart from the COP are: Deputy COP, Finance Officer, and Monitoring and Evaluation Officer. Applicants should seek to maximize the use of available and qualified local technical expertise. The proposal will be assessed for:

- i. effectiveness of key personnel, including appropriateness of personnel for the job and prompt and satisfactory changes in personnel when problems with clients were identified; and
- ii. demonstrated success of key staff in delivering technical assistance, in working in collaboration with host country governments and partner organizations, and demonstrated expertise in managing the administrative and financial aspects of a complex program.

a) Staffing and Management plan (5%)

The major areas that will be assessed in the staffing plan are:

- i. Proposed key staff and skill mix has requisite breadth and depth of technical expertise and experience in management, design and implementation of complex vector control program; and takes into consideration gender equity.
- ii. Degree to which the proposed staffing plan is appropriate to implement technical program and meet global and mission needs and is feasible, cost effective, with clear organizational, human resource, financial, and information management structures and mechanisms, with clear roles and responsibilities and lines of authority and reporting.
- iii. Distributes resources and level of effort between field presence and home office support.
- iv. Demonstrates effective use of resources towards developing local Tanzania capacity and functional networks to promote program sustainability and cost effectiveness.

SECTION C - PROGRAM DESCRIPTION

SCALE UP OF INDOOR RESIDUAL SPRAYING (IRS) IN TANZANIA

The purpose of this Request for Applications (RFA) is to enable US Agency for International Development (USAID)/Tanzania, to obtain indoor residual spraying (IRS) and other related malaria control services for Tanzania Mainland and Zanzibar. This RFA is therefore soliciting for responsive and responsible organizations willing to provide IRS and related services, with the overall goal of reducing the burden of malaria in Tanzania.

C.1 INTRODUCTION

1. Background

The United Republic of Tanzania is made up of the Mainland and Zanzibar. Tanzania's mainland has 21 administrative regions and 132 councils. Each council is divided into four to five divisions, which in turn are composed of three to four wards. Five to seven villages form a ward. There are a total of 10,045 villages on Mainland. Zanzibar has two main islands: Unguja and Pemba. Zanzibar is divided into two regions-three in Unguja and two in Pemba. Each region is divided into two districts, resulting into a total of ten districts in Zanzibar. Each district is subdivided into several constituencies and shehias. A shehia is the lowest administrative structure at the community level.

Tanzania has an estimated population of 41 million (2009 projections from 2002 population census), with an annual growth rate of 2.8%. Approximately 76% of the population lives in rural communities; 20% are children under five years of age, 27% are 5 to 15 years olds, and 20% are women of reproductive age (between 15 to 49 years). Under-five childhood mortality rate (U5MR) is on a declining trend. From the three surveys of 1996 Tanzania Demographic and Health Survey (1996 TDHS), 2004/05 TDHS, and 2007/08 HIV/AIDS and Malaria Indicator Survey (2007/08 THMIS), the U5MR declined from 147 per 1000 live births in 1996 to 112 per 1000 live births in 2005, and then to 91 per 1000 live births in 2007. The infant mortality rate (IMR) has also declined from 99 per 1000 live births in 1996 to 68 per 1000 live births in 2004, and then to 58 per 1000 live births in 2007. However, the maternal mortality ratio (MMR) has remained high. In 1996, maternal mortality was 529 per 100,000 live births while in 2004 it rose to 578 per 100,000 live births. Malaria is a significant contributor to both the U5MR and maternal mortality.

a) Malaria Transmission

Tanzania has a total area of 947,480 km² of which 883,349 km² (93%) constitute land and the remainder (7%) is water bodies. Malaria epidemiology in Tanzania exhibits two very different transmission settings: the Mainland and Zanzibar. Mainland has largely savannah climatic pattern with four distinct topographical zones. The Coastal Lowlands extending from the seashore for about 150 km inland to an altitude of about 300m. This zone is humid and has temperature variations from 20°C to 30°C. The Central Plateau has more marked diurnal temperature variations, being warm to hot during the day, and cool at night. The Basins around Lakes Victoria and Tanganyika have relatively high temperatures and humidity, and heavier rainfall. The highland areas surrounding Mountain Kilimanjaro and the Southern Highlands have cooler temperatures and medium to heavy rainfalls. Malaria is endemic in most of Tanzania Mainland. There are, however, variations in endemicity, which are conventionally classified as: unstable seasonal malaria, stable malaria with seasonal variations, and stable perennial malaria. Transmission of malaria is stable perennial to stable seasonal in over 80% of Mainland. Unstable seasonal malaria transmission occurs in approximately 20% of the country. Approximately 93% of Mainland's 39.8 million people live in areas where *Plasmodium Falciparum* is transmitted. About 25 districts,

representing up to 25% of the population, are prone to malaria epidemics. These districts are found in the highland regions and semi-arid areas.

Malaria in Zanzibar is of perennial stable transmission and the entire population of 1.2 million people is at high risk for malaria infection. The climate of the two islands of Zanzibar is tropical and humid. Humidity ranges from 50% to 80%. The average maximum temperature during the hot season of December to March is about 30°C but reduces to 20°C during the cool season of June to November. The climatic conditions are favorable for malaria transmission in Zanzibar, although variations in endemicity between the different islands (Unguja vs. Pemba) have been reported in the past.

For both Mainland and Zanzibar, the climate is characterized by two distinct rainy seasons. The short rains are in November/December and the long rains from March to May. Malaria season follows more or less the rain pattern- from October to January and from May to July. For both Mainland and Zanzibar, 96% of infections are caused by *Plasmodium falciparum*. The main vectors are *Anopheles gambiae* and *Anopheles funestus*—with *Anopheles gambiae* being the most common.

3. Malaria Burden

With a population of 41 million people, Tanzania has the largest number of persons at risk for malaria among all 15 PMI countries and only third to the Democratic Republic of Congo and Nigeria in Africa. Just like malaria transmission, the malaria burden on Mainland is different from that in Zanzibar. Mainland, with a total population of 39.8 million, 93% of the population is at risk of malaria infection. An estimated 60,000 -80,000 malaria deaths occur annually in Tanzania, of which an estimated 80% are in children under five years of age. There are approximately 16-18 million episodes of malaria annually in Tanzania, constituting the largest burden of any disease on government resources. Over 40% of all outpatient attendances are attributable to malaria. According to the Ministry of Health and Social Welfare (MOHSW) health management information system (HMIS), the disease is responsible for more than half of deaths among children under five years of age in health facilities, and up to one-fifth of deaths among pregnant women. Tanzania spends about USD \$11.37 per person per year on health. Of this, \$2.14 is spent on malaria services. About 75% of malaria expenditures are borne by the household, with the government contributing 20% and partners 5%. Of the household malaria expenditure, about one-third is spent on antimalarial drugs and another half on bed nets, insecticides, coils and other preventive strategies. Malaria is estimated to consume 3.4 percent of its annual Gross Domestic Product or about \$240 million USD dollars annually, through reduced productivity in the workforce, absenteeism from schools and work, and the direct and indirect costs of treatment or deaths. Due to these and other consequences, malaria has been demonstrated to account for over 30% of the national disease burden. This burden is greatest on the poorest households and contributes to the continuing cycle of poverty.

4. The Current Malaria Situation

The National Malaria Control Program on Mainland (NMCP) and Zanzibar Malaria Control Program (ZMCP) are implementing a combination of interventions to control malaria. They include: increased coverage for Insecticide-treated mosquito nets (ITNs); provision of recommended artemisinin-based combination therapies (ACTs) as a first line drug for malaria treatment; indoor residual spraying (IRS); and intermittent preventive treatment for pregnant women (IPTp). The findings of the 2007/08 THMIS show that prevalence of malaria among children 6 to 59 months ranges from 0.4% in the elevated region of Arusha to 41.1% in the northwestern region of Kagera, with a national prevalence of 18%. The Lake Zone regions have the highest burden of malaria among all 21 regions of Mainland at 41.1% in Kagera, 31% in Mwanza, and 30% in Mara. The 2007/08 THMIS shows that the combined prevalence of malaria on Zanzibar (Unguja and Pemba together) was 0.8%.

Mainland and Zanzibar have rapidly scaled up the delivery of malaria control interventions and have registered improvement in the malaria indicators, especially Zanzibar, as shown by the 2007/08 THMIS and 2004/05 TDHS. The 2007/08 THMIS showed that IRS coverage in Tanzania was 4% and 94% in

Zanzibar. There was a 15% increase in household ownership of at least one ITN from 24% in 2004 to 39% in 2007 for Mainland, and a 2.6 fold increase for Zanzibar from 28% to 72%. Sleeping under an ITN for under-five children increased from 16% in 2004 to 25% in 2007 on Mainland and from 22% in 2004 to 59% in Zanzibar. Sleeping under an ITN for pregnant women increased from 15% in 2004 to 26% in 2007 on Mainland and from 20% in 2004 to 51% in Zanzibar. The IPTp-2 coverage increased from 22% in 2004 to 30% in 2007 on Mainland and from 14% in 2004 to 55% in 2007 in Zanzibar. Zanzibar's current malaria prevalence of 0.8% (2007-08 THMIS) indicates that Zanzibar has controlled malaria on the two islands of Unguja and Pemba (slide positivity rate <5%) and is in the pre-elimination phase. Zanzibar's control of malaria is attributable to the cumulative successful implementation of three highly effective interventions of prevention, case management, and malaria in pregnancy.

5. Status of IRS Implementation and Entomological monitoring in Tanzania

PMI is supporting IRS activities in both Mainland and Zanzibar. On Mainland, IRS was launched in 2007 in Muleba and Karagwe districts, located in Kagera Region. The two districts are located in Lake Zone, on the shores of Lake Victoria, and are characterized as stable transmission with seasonal variation. To date, Muleba and Karagwe have successfully implemented two and three rounds of IRS, respectively. The last round of spraying took place April to July 2009, with coverage of over 90% in both districts and protected 698,122, people. The three rounds of IRS on Mainland have significantly reduced malaria prevalence, hospital admissions, and deaths attributable to malaria. With FY2009 funding, PMI will support Mainland to expand IRS to cover the whole of Kagera region. This will increase the number of districts benefiting from IRS from two to eight. The spraying in the remaining six districts of Kagera is planned for August to October 2009. PMI is also supporting one sentinel site in Rubya Hospital in Muleba districts to measure the impact of IRS on malaria morbidity (outpatient attendance, hospital admissions, malaria positivity rate) and all cause and malaria specific mortality.

Since PMI started in 2006, Zanzibar has received four rounds of universal IRS to date, plus one round of focal spraying as part of an epidemic response in July 2008. The last full round of IRS was conducted in October-December 2008. In the fourth round of spraying, 200,731 houses (99% of target) were sprayed and protected over a million people. The four rounds of IRS in Zanzibar have significantly contributed to reducing malaria prevalence to less than 1%, enabling Zanzibar to advance to a pre-elimination phase. The fifth round of spraying for Zanzibar is planned for November-December 2009 and will target 8 rural districts.

Entomological monitoring is essential for monitoring impact of vector control interventions like the ITN and IRS. With PMI support, ZMCP established an entomological laboratory in 2007. The Entomological laboratory has insectary and ELISA equipment and is carrying out entomological monitoring in seven sentinel sites in Unguja and Pemba. ZMCP has capacity for doing bioassays and insecticide resistance testing. Mainland's entomological monitoring system is in its infancy and is just in the process of establishing a field vector control laboratory in Mwanza. Results of the first round follow-up of entomological and parasitological monitoring of IRS intervention in Muleba and Karagwe districts on Mainland in IRS villages compared to non-IRS villages, before and 6 months after IRS intervention show a two-fold reduction in prevalence of malaria parasitaemia for both districts (Muleba from 20% to 9.8%, Karagwe from 11% to 3.5%) and a four fold reduction in anemia in Muleba district (from 31.9% to 8.8%) and a two fold reduction in anemia in Karagwe district (from 16.6% to 9.1%). There was also a significant reduction in mosquito densities and sporozoite rates during the same period.

C.2 MALARIA PLANNING FRAMEWORK AND CONTROL STRATEGIES

1. Government of Tanzania planning framework and Malaria Control Programs

The United Republic of Tanzania has two different Ministries of Health and Social Welfare (MOHSW), each with a Malaria Control Program: the National Malaria Control Program (NMCP) for Mainland and the Zanzibar Malaria Control Program (ZMCP) for Zanzibar. The NMCP serves Mainland's population of 39.8 million people while ZMCP serves Zanzibar's population of 1.2 million people. There are different policies and strategic plans governing malaria control in the two settings.

a. Mainland National Malaria Control Program

The planning framework for Mainland is the revised 2007 National Health Policy, the 2009-2015 Health Sector Strategic Plan III), and the 2008-2013 National Malaria Medium-term Strategic Plan (NMMTSP). The goal of the 2008-2013 NMMTSP is to reduce the burden of malaria by 80%, by the end of 2013, from 2007 levels of 80,000 deaths per year and a morbidity of 18,000,000 cases per year through five strategies, two main and three supportive. The two main strategies are: malaria diagnosis and treatment; and malaria prevention thorough Integrated Malaria Vector Control (IMVC) and IPTp. The three supportive strategies are: behavior change Communication; regional/district support and capacity building; and monitoring, evaluation, and surveillance. IRS is a major component of the IMVC strategy.

The targets for the 2008-2013 NMCP strategy are reaching 80% of the population:

- with effective malaria treatment with artemisinin-based combination therapy (ACT), within 24 hours of the onset of fever;
- pregnant women with two or more doses of (IPTp-2);
- universal coverage with insecticide-treated nets (ITNs);
- targeted areas with IRS.

The strategy also plans to reach all the epidemic prone districts with early detection and rapid response measures within two weeks from onset. NMCP target for IRS is to scale-up from two to 60 (approximately 50%) of the Mainland's 113 districts over a five-year period, using long-acting insecticides. The NMCP strategy targets IRS to high-burden areas.

b. Zanzibar Malaria Control Program

The planning framework for Zanzibar is the Zanzibar National Health Policy (1999), the Zanzibar Health Sector Reform Strategic Plan II (2007-2012) and the 2007-2012 Zanzibar Strategic Plan for Malaria Control (ZSPMC). The long term goal of the strategic plan is to eliminate malaria from the Islands of Zanzibar. The medium term goal of the 2007-2012 ZSPMC is to reduce morbidity and mortality due to malaria in the population of Zanzibar up to a level where malaria is no longer a public health threat, especially in the most vulnerable groups of children under five, pregnant women and the poor. The overall objective is to further reduce malaria morbidity by 70% from 2006 levels (250 reported cases/1000 population) by 2012 (to 75/1000), and mortality by maintaining high coverage of effective interventions and by establishing a disease surveillance system to allow early detection and prompt response to malaria resurgence. The 2007-2012 ZSPMC focuses on: Integrated Vector Control using ITNs/Long Lasting Insecticide-treated Nets (LLINs), IRS and other vector control measures; prompt and effective malaria case management using ACTs; prevention of Malaria in Pregnancy through use of IPTp; and providing effective epidemic preparedness and response.

C.3 USAID/TANZANIA OPERATIONAL PLAN AND MALARIA CONTROL STRATEGIES

1. USAID/Tanzania Operational Plan

Under USG Foreign Assistance Framework, the proposed Cooperative Agreement (CA) is under the Operational Plan strategic objective 3.0: Investing in People. The CA addresses the program Area 3.1: Health and Strategic Objective Eleven (SO11) “Health Status of Tanzanian Families Improved.” It contributes to the program element 3.1.3- Malaria and the following sub-elements:

- 3.1.3.3 Indoor Residual Spraying to prevent malaria;
- 3.1.3.4 Epidemic preparedness and response; and
- 3.1.4.7 Health governance and finance (Malaria).

The activity will contribute to the achievement of the PMI goal of reducing malaria-related morbidity and mortality by 50% by protecting over 85% of the targeted population with IRS.

2. PMI Response

Launched in 2005, the U.S. President’s Malaria Initiative is a \$1.2 billion, five-year initiative to scale up malaria control interventions in Africa. Tanzania has the largest number of persons at risk for malaria among all 15 PMI countries. The goal of PMI is to reduce malaria deaths by 50 percent in 15 countries in Africa by reaching 85 percent of the most vulnerable groups – principally pregnant women and children under 5 years of age – with lifesaving preventions of the same interventions: ITNs, IRS, ACTs, and IPTp. Currently, PMI is the only donor funding IRS activities in Tanzania although NMCP plans to apply for IRS scale up under GFATM Round 10.

Since 2006, Zanzibar has implemented four rounds of IRS, with each round reaching over 95% of the targeted houses for spraying, and protecting over a million people for each round of IRS. These highly effective rounds of IRS coupled with availability of ACTs in the health facilities and an ITN distribution in 2006 have reduced malaria prevalence to below 1% in Zanzibar. This success has converted Zanzibar from high and stable malaria to a low transmission area that is now highly vulnerable to malaria epidemics. Through PMI and in partnership with a private Company, Selcom Wireless Ltd., PMI supported the establishment of a Malaria Early Epidemic Detection System (MEEDS) in 52 health facilities in Zanzibar using a short message service (SMS)-based facility. MEEDS has enabled ZMCP to monitor the number and rate at which new malaria cases are being seen at health facilities and detect potential or actual epidemics.

C.4 THE CONCEPT AND JUSTIFICATION

1. Problem Statement

The NMCP 2008-2013 NMMTSP target is to scale-up IRS to 60 of the Mainland’s 113 districts over a five-year period. These include districts/regions with high malaria prevalence and the 25 epidemic prone districts. The plan includes setting up systems for entomological monitoring and epidemic preparedness and response. Zanzibar has successfully conducted four rounds of IRS and has managed to reduce malaria prevalence to below 1%. Zanzibar’s pre-elimination strategy relies on continued universal and/or focal spraying, universal coverage of ITNs, and strong surveillance to maintain control and prevent a rebound of malaria. Malaria has been controlled at least two times in Zanzibar (1960s and 1980s) using large scale IRS campaigns, only to come back in full force after spraying was discontinued because of lack of resources.

Currently, PMI is the only donor supporting IRS on both Mainland and Zanzibar and neither NMCP nor ZMCP have the resources nor the capacity to implement and reach the IRS targets set in their strategic

plans. To date, with PMI funding, the two districts of Muleba and Karagwe on Mainland have had two to three rounds of IRS. By end 2009, PMI plans to support spraying of the entire 8 districts in Kagera region. Moving forward, PMI is intending to scale up IRS to the most highly endemic Lake Zone regions of Tanzania that require intense vector management intervention to bring down transmission and mortality. These regions include Kagera, Mwanza, and Mara with an estimated population of 6.2 million people. PMI may expand to other parts of the country in future years.

2. Justification

Continued IRS and focal spraying to contain malaria outbreaks are needed on the Mainland in order to interrupt malaria transmission in the high burden districts. Since malaria has been controlled twice in Zanzibar and the effort could not be sustained due to lack of resources, PMI would like to prevent a third re-insurgency to occur, thus the justification for continued PMI support for additional rounds of IRS in Zanzibar as necessary and to develop improved capacity for focused IRS campaigns to address local malaria flare ups. The additional round of IRS will buy Zanzibar more time to reach universal coverage and use for ITNs; strengthen the disease surveillance system to be able to predict and detect epidemic early; and for ZMCP to strengthen their capacity for timely action. NMCP and ZMCP have no government or other donor resources to support the IRS activities in their strategic plans, thus the need for continued PMI support for IRS for both Mainland and Zanzibar.

C.5 PROGRAM DESCRIPTION

1. Purpose

PMI is committed to continuing the support to the Government of Tanzania Ministries of Health and Social Welfare in scaling up IRS in order to interrupt malaria transmission and simultaneously strengthen the capacities of NMCP and ZMCP to plan, implement, and monitor IRS programs. The purpose of this Request for Applications (RFA) is to enable USAID/Tanzania to support IRS and other related malaria control services for Mainland Tanzania and Zanzibar. The RFA is therefore soliciting for responsive and responsible firms willing to provide IRS and related services, with the overall goal of reducing the burden of malaria in Tanzania.

This is a five-year program running from the award date in FY2010 to FY2014. Because of the urgent need to continue IRS activities in Zanzibar and the scale up IRS on Mainland to cover the whole of Lake Zone, the successful Applicant is expected to start functioning within 30 days of award.

i) Goal

The goal of this RFA is contribute to the reduction of the burden of malaria by interrupting malaria transmission through IRS; and prevention of adverse effects of malaria epidemics through focal spraying.

j) Objectives

The objectives of this RFA for the life of the project are:

1. Scale up IRS in Tanzania by expanding IRS coverage from one region to six or more regions on Mainland and maintain required IRS, services as required in Zanzibar.
2. Establish an epidemic detection and a focal spraying response strategy for Zanzibar and IRS districts on Mainland.
3. Develop an environmental compliance strategy and monitoring plan for Zanzibar and Mainland.

4. Develop capacities of ZMCP, NMCP, and districts to plan and implement IRS, including logistics planning, environmental compliance, and epidemic response through focal spraying.
5. Establish a viable and sustained entomological monitoring system on Mainland and Zanzibar.

The Program targets are:

- Over 85% of houses in geographic areas targeted for IRS will have been sprayed.
- 85% of population protected through IRS in the targeted geographic area.

Geographical coverage

- IRS Mainland: initially six regions but may be expanded to additional regions or different regions after the first two years.
- IRS Zanzibar: one full round of IRS in approximately 8 districts with evidence of malaria transmission and no universal coverage and use of ITNs.
- Focal Spraying: all malaria transmission hot spots in Zanzibar and IRS districts on Mainland.
- Entomologic monitoring: national for both Mainland and Zanzibar in both IRS and non IRS areas.

4. Activities

This RFA will cover the following activities under each objective. Applicants should propose how they are going to implement these activities and achieve the desired outcome. All IRS activities are to be carried out in accordance with US, WHO and Government of Tanzania guidelines for the handling and use of insecticides.

As part of its initial Work Plan, and all Annual Work Plans thereafter, the recipient, in collaboration with the USAID Agreement Officer Technical Representative and Mission Environmental Officer or Bureau Environmental Officer, as appropriate, shall review all ongoing and planned activities under this Cooperative Agreement to determine if they are within the scope of the approved Regulation 216 environmental documentation.

If the recipient plans any new activities outside the scope of the approved Regulation 216 environmental documentation, it shall prepare an amendment to the documentation for USAID review and approval. No such new activities shall be undertaken prior to receiving written USAID approval of environmental documentation amendments.

Any ongoing activities found to be outside the scope of the approved Regulation 216 environmental documentation shall be halted until an amendment to the documentation is submitted and written approval is received from USAID.

Objective 1: Scale up IRS in Tanzania by expanding IRS coverage from one region to six or more regions on Mainland; and maintain high coverage of IRS of over 85% in Zanzibar.

Through a targeted approach, PMI will contribute to the 2008-2013 NMMTSP by scaling up IRS on Mainland to cover initially six regions with the highest burden of malaria, starting with 18 districts in the Lake Zone (Kagera Region - seven districts, Mwanza Region - six districts, Mara Region - five districts) in the first year, and gradually expanding to cover at least six regions with the highest malarial burden. After two years, USAID, in consultation with NMCP and subject to availability of funding, may expand

to additional regions and/or move into different regions or districts on Mainland. The successful Applicant will propose how the scale up will be achieved, including the criteria that will be used to move to different districts/regions.

Zanzibar is now at the pre-elimination stage and ITN coverage and use is improving. However, due to the identification of several geographically dispersed malaria case clusters in late 2008, Zanzibar will receive an additional two full round of IRS in eight rural districts- one in November/December 2009 and another in 2010. This RFA will maintain a high coverage of IRS of over 85% for the time that IRS is needed in Zanzibar, as will be indicated by the epidemiological and entomological data. Zanzibar has had four full rounds of IRS and the fifth round will be implemented in November-December 2009, by the current IRS partner. This RFA will start with the sixth round that will take place in November-December 2010. The IRS strategy in Zanzibar will change to focal spraying in the malaria transmission hot spots. The factors that will determine scale down of IRS are: successful implementation of universal ITN coverage and use; and sufficient epidemiologic and entomologic evidence to support scale down of IRS. Under this RFA, Applicants will propose how they are going to scale up IRS on mainland and maintain a high IRS coverage of over 85% on Mainland and Zanzibar.

This RFA covers the following activities under this objective:

- a. Develop an IRS scale up plan for Mainland and one full round of IRS in the eight rural districts of Zanzibar. The IRS scale-up plan Mainland will start in the three regions (Kagera, Mwanza, Mara) and may be expanded in the second year to cover six high endemic regions. After the second year, the Applicant may be requested to add on new regions.
- b. Conduct assessment of inventory management, warehouse capacity, management information, distribution systems, and waste management capacities on Mainland and Zanzibar.
- c. Prepare and execute logistical plans for IRS-related commodity procurement and distribution, including timely purchase, storage, distribution, and handling of sprayers, insecticides and any other supplies required to carry out the proposed IRS operations in Mainland Tanzania and Zanzibar.
- d. Work with the NMCP and other appropriate authorities in the selection of an appropriate insecticide to be used for IRS. Selection will be done in accordance with WHO and Government of Tanzania (GoT) guidelines, namely; insecticide susceptibility and vector behavior; safety for humans and the environment; and, efficacy and cost-effectiveness. A long-acting insecticide that meets all conditions is preferred for this RFA.
- e. Procure sufficient sprayers, insecticides, and all other supplies required to carry out proposed IRS activities, in compliance with host country national policies, USAID regulations, WHO guidelines, and the best locally available technical guidelines.
- f. Implement the IRS scale up plan for Mainland and IRS maintenance in Zanzibar. This activity includes providing operational management support (field supervision, operations planning, day-to-day implementation management);
- g. In collaboration with the appropriate authorities, ensure the quality and safety of the insecticide purchased. This includes: procurement of supplies and equipment and clearance from port; safety of equipment and other IRS material, maintenance and proper use of sprayers; and logistics for the distribution of the insecticide to districts and maintenance of warehouses used for storing IRS materials. This RFA will ensure that procurement and logistics systems include adequate safeguards to prevent pilferage (“leakage”) of insecticides to non-vector control uses, proper stock rotation and secure storage.

- h. Produce up to date maps for use in current and future IRS activities that will include a detailed map of houses sprayed, malaria transmission hot spots, and health facilities in IRS areas for both Mainland and Zanzibar. If required, appropriate GIS software will be procured for use by NMCP and ZMCP, including obtaining longitude, latitude and altitude (LLA) of all households sprayed during the campaign. NMCP and ZMCP personnel, including sprayers and supervisors will be trained on the use of GPS.
- i. Develop appropriate databases of all households sprayed and not sprayed and produce activity status reports. Such reports will be prepared two weeks after the spraying and submitted to NMCP, ZMCP and USAID/Tanzania. The Agreement Officer Technical Representative (AOTR) will provide the format for such reports. When necessary, PMI Team, NMCP, and ZMCP may request presentations, press releases, and other information related to the content of this RFA.
- j. In consultation with NMCP and ZMCP plus the MOHSW Health Education Unit, conduct qualitative research on perceptions, misconceptions and attitudes of the general population toward IRS. This may include conducting focus group discussions pre- and post-spraying with both participants in IRS and non- IRS areas to understand how IRS is perceived by the population.
- k. Review and provide feedback to the current NMCP and ZMCP strategy for BCC in support of IRS activities, and provide technical assistance for the development of implementation guidelines for IRS BCC strategy.
- l. Inform the targeted population for IRS on all aspects of the IRS program. Information Education and Communication (IEC)/BCC activities in support of IRS should be included in the proposal. This includes developing strategies to address rumors and misinformation. As much as possible, this RFA will ensure use of local channels like FM radios and community structures to communicate programme related messages to the target audience. The current USAID Mission BCC Contractor implementing the COMMIT project will be available to provide technical input in the design of IEC/BCC materials for activities under this RFA.
- m. In collaboration with NMCP and local authorities, conduct training for community leaders and mobilizers or village level volunteers on IRS activity.
- n. In partnership with NMCP and ZMCP, coordinate IRS activities and keep informed interested parties (e.g. WHO, UNICEF, World Bank, bilateral and multilateral agencies, NGOs, etc.) to ensure their maximum participation and support for the IRS. The success of IRS should be seen as the success of the Government of Tanzania and all malaria partners in the country and not as the effort of a single entity.
- o. Conduct performance monitoring and reporting, including reporting on program's adherence to WHO's IRS technical standards (available at <http://www.who.int/malaria/indoorresidualspraying.html>).
- p. Provide on-going monitoring and evaluation of IRS activities and ensure that quality control measures are established and implemented.
- q. Develop an IRS sustainability plan and IRS exit strategy for both Mainland and Zanzibar that takes into consideration the local capacities and available resources.

Objective 2: Establish an epidemic preparedness and focal spraying response strategy for Zanzibar and IRS districts on Mainland.

The highly effective malaria interventions in Zanzibar have reduced the malaria prevalence to below 1%. However, this success has converted Zanzibar from a high to a low endemic area, and is now highly vulnerable to malaria epidemics. Vulnerability to malaria epidemics is also expected to happen in the districts that are benefiting from a combined strategy of universal LLIN coverage and IRS on Mainland. A system for early warning, prediction, detection and rapid response is important to mitigate the impact of an epidemic. PMI will support interventions that will reduce the adverse effects of malaria epidemics, including death. The Zanzibar MEEDS that was set up with PMI funding is enabling ZMCP to monitor the number and rate at which new malaria cases are being seen at health facilities and be able to predict an epidemic before it occurs or detect an epidemic early enough to make a timely intervention, before adverse effects occur. Setting up disease surveillance and entomological monitoring systems and development of plans for epidemic preparedness and response will be done through another PMI funded activity. This RFA will cover only prevention and containment of malaria outbreaks through focal spraying. This RFA will not cover setting up systems for disease surveillance and meteorological data like rainfall, temperature, and humidity. However, this RFA will use the available epidemiological, entomological and meteorological data to map out the malaria transmission hot spots in IRS districts on Mainland and Zanzibar and develop a strategy for timely response through focal spraying. The Meteorological data required to predict the occurrence of a malaria outbreak will be obtained from the Tanzania Meteorological Agency (TMA).

This RFA covers the following activities under this objective:

- b) In collaboration with the disease surveillance, MEEDS, and Entomological monitoring, Implementing partners and the TMA, develop an epidemic preparedness and response system and plan for focal spraying for Zanzibar and IRS districts on Mainland that have hot spots for increased malaria transmission.
- c) Explore the use of the MEEDS, entomological, and facility based sentinel site data to identify and develop a stratified map of the hot spots for malaria transmission that will be targeted for meteorological and entomological monitoring.
- d) Collaborate with other PMI implementing partners and other malaria stakeholders like WHO to develop an epidemic preparedness and response plan for Zanzibar and IRS districts on Mainland for focal spraying. This includes working out the logistical requirement for focal spraying and training of districts in focal spraying.
- e) Procure the required logistics for focal spraying and when necessary, and in partnership with NMCP, ZMCP and districts, conduct focal spraying for malaria outbreaks and in high malaria transmission hot spots.
- f) Participate in the review of the existing epidemic response guidelines and training manual for both NMCP and ZMCP and recommend course of action.

Objective 3: Develop an environmental compliance strategy and monitoring plan for Zanzibar and Mainland.

All IRS activities under this RFA will be carried out in accordance with US, WHO and Government of Tanzania guidelines for the handling and use of insecticides. Environmental Compliance for IRS operations in both Mainland Tanzania and Zanzibar is governed by 22 CFR 216 of United States law and by local environmental laws and regulations governing insecticide use for public health. The framework for this is established in the Initial Environmental Examination (IEE) and PERSUAP that was approved on May 31, 2005. Subsequent Supplemental Environmental Assessment (SEA) and PERSUAPs were

done to cover IRS activities in Zanzibar IRS, Muleba and Karagwe, and the rest of the five districts in Kagera region. All the SEA and PERSUAPs cover Lambda-cyhalothrin (ICON®), a pyrethroid class of insecticide. IRS activities in Mainland and Zanzibar will ensure protection of the environment and safe disposal of waste, in accordance with the approved Pesticide Evaluation Report and Safe Use Action Plans (PERSUAP). An initial step for scale-up of IRS to new geographic areas on Mainland will be to conduct a Supplemental Environmental Assessment (SEA) and preparation of the PERSUAP, in compliance with 22 CFR 216, including selection of pesticides, plan for safe use of pesticides, and ongoing monitoring and compliance. Details on USAID environmental review procedures (CFR 216 and the Programmatic Environmental Assessment as well as other related guidance documents) can be found at http://www.usaid.gov/our_work/environment/compliance/index.html. Applicants are expected to address environmental compliance in their proposals, including monitoring and evaluation. Environmental compliance will be part of the evaluation criteria for this RFA.

This RFA covers the following activities under this objective:

- b) In consultation with the National Environmental Management Council (NEMC), develop an Environmental compliance plan that will take into consideration the US Government environmental laws (22 CFR 216), the Mission SEA/PERSUAP, and the local environmental laws.
- c) Ensure safe and judicious use of insecticides, including preparation of environmental assessments, adherence to standard operating procedures for insecticide storage and use, human and environmental protection, and safe disposal of insecticide residue and empty sachets.
- d) Conduct Environmental Impact Assessments and Pesticide Evaluation Report and Safe Use Action Plans (PERSUAP), in accordance with 22 CFR 216; and Environmental Impact Assessment, in accordance to the local laws.
- c) Conduct pre- and mid-spray compliance inspections of each spray area before commencement and half-way the operations to assure that necessary mitigation steps have been taken and compliance measures are in place. The compliance inspections will be in partnership with the National Environmental Management Council (NEMC) in order to build local capacity.
- d) Ensure availability and adequacy of infrastructure for proper storage of insecticide, transportation of equipment and solid waste, and facilities for proper and safe disposal of liquid waste. This will include construction of storage warehouses, washing slabs, and facilities for final disposal of insecticide waste and empty sachets.
- g) Train district staff and spray persons in Standard Operating Procedures (SOP) for IRS, including: waste handling and final disposal; book keeping for insecticides and equipment; and storage, and final disposal of empty insecticide packages.
- h) Ensure safety of human subject by instituting prevention measure that may include but not limited to: provision of personal protective Equipment (PPE); training of spray persons and store keepers in SOP and safe handling of insecticides; education of the public on insecticide safety and poisoning; fencing off IRS stores from the public; regular maintenance of spray pumps to prevent leakage; proper disposal of insecticide waste; screening for pregnancy and regular pregnancy testing for the spray women; avoiding contact of insecticides with food;

and maintenance of an adequate supply of antidotes at IRS warehouses.

Objective 4: Develop capacities of ZMCP, NMCP, and districts to plan and implement IRS, including logistics planning, environmental compliance, and epidemic response through focal spraying.

Local capacity is essential for Government buy in and for the sustainability of interventions when the project ends. This RFA covers the following activities under this objective:

- a) Provide expert short- and long-term technical assistance for IRS activities, including development/review of NMCP, ZMCP, and district IRS strategic plans and documents and implementation guidelines; and writing of GFATM proposals for IRS.
- b) Develop the technical, managerial, and logistics skills and capacities among the NMCP, ZMCP, regional and district medical management teams, and other local organizations for IRS implementation, in accordance with WHO guidelines.
- c) Organize skills training for capacity development and on-going supervision and monitoring for safe and effective spraying in accordance with the SOPs;
- d) Develop/strengthen the capacities of NMCP, ZMCP, and the local authorities to plan and implement IRS activities, including logistics planning and insecticide handling, entomological monitoring, environmental compliance; and epidemic prediction, response through focal spraying;
- e) Support NMCP and ZMCP to develop their capacities for designing and implementation of behavior change communication strategies for IRS.

Objective 5: Establish a viable and sustained entomological monitoring system on Mainland and Zanzibar

Under this objective, the Mission will support the establishment and implementation of a sound and sustainable entomologic surveillance system that is able to detect changes in critical entomologic parameters likely to impact transmission of *Plasmodium falciparum*, and simultaneously strengthen the capacities of NMCP and of ZMCP for entomological monitoring. In FY2009, PMI directly funded ZMCP to conduct entomological monitoring, including the maintenance of the insectary and conducting bioassays to monitor the residual effects of the insecticides. Under a different mechanism, PMI funded the provision of technical assistance and quality assurance for entomological monitoring in Zanzibar. Under this RFA, PMI is going to continue with the same implementation arrangement in Zanzibar. ZMCP will continue the implementation of entomological monitoring in Zanzibar and this RFA will provide technical assistance for quality assurance, logistics planning and procurement, and data analysis and reporting.

The entomological monitoring system on Mainland is in its infancy. PMI is supporting the establishment an entomological monitoring unit for the Lake Zone. This RFA will cover the operationalization of the entomological laboratory at Mwanza and the establishment of any other entomological laboratories in other IRS expansion areas on Mainland. This RFA covers establishing and maintaining field vector control laboratories for Mainland and Zanzibar. Entomological monitoring will target both IRS and non-IRS areas.

This RFA covers the following activities under this objective:

- a. Conduct baseline and longitudinal entomological monitoring in all areas of IRS implementation. Activities will include establishment and maintenance of the mosquito rearing insectary for conducting bioassays and insecticide sensitivity tests, performing bioassays on treated walls in order to ensure adequate insecticidal activity; monitoring changes in vector density and behavior, and estimating and plotting trends in human-biting and sporozoite rates in order to establish the Entomological Inoculation Rates (EIR);
- b. Provide support needed for the operation and maintenance of the Zonal entomological laboratory for Mainland located at NIMR Mwanza; and establish and maintain other entomological laboratories on Mainland, as need arises;
- c. Provide technical assistance for continuous quality assurance and improvement to the Zanzibar entomological laboratory and recommend areas for improvement. The support will include technical assistance for logistics planning and procurement as well as data analysis and report writing;
- d. Review/adapt/adopt the standard entomological monitoring guidelines and training materials and produce updates as needed;
- e. Develop entomological guidelines for the malaria early warning system.
- f. Conduct training in standard entomological techniques and develop the capacities to NMCP, ZMCP, and district entomological teams to be able to put in place and manage routine entomological surveys, and monitoring and evaluation of impact of IRS; and
- g. Supervise entomological database and train the team on data management and use (collection, designing data entry templates, data entry and cleaning, storage, analysis, display, use, and dissemination).
- h. Work with NMCP and ZMCP to produce a long-term entomological monitoring and sustainability plan.

7. Expected Results

- a) Program Outcomes
 - Increased geographical IRS coverage for IRS.
 - Strengthened local capacity of NMCP and ZMCP to plan and conduct IRS, including focal spraying.
 - Established system for epidemic response with focal spraying.
 - Established and functional entomological laboratory on Mainland and quality control for entomological monitoring for Mainland and Zanzibar
 - Established Environmental plan for IRS
 - Established viable sustainability plan for IRS.
 - Reduced malaria transmission in IRS areas
 - Reduced morbidity in IRS area (hospital attendances, admissions, MPR)

8. Indicators

The Operational Plan and PMI indicators under this RFA are:

- Number of houses in the IRS program target areas sprayed with residual insecticide in the last twelve months with USG funds.
- Proportion of houses in the IRS program target areas sprayed with residual insecticide in the last twelve months out of the total number of occupied houses in the IRS program target area.
- Proportion of population protected through IRS in targeted geographic area (number of people residing in houses sprayed/Estimated total population in targeted district).
- Number of people trained with USG funds to deliver IRS (disaggregated by sex).
- Number of people reached with IEC/BCC activities for IRS.

C.6 CROSS CUTTING THEMES

1. Cross Border collaboration

PMI supports collaboration between PMI countries. In consultation with PMI team, NMCP, and ZMCP, and IRS implementing partners from the neighboring countries, this RFA will develop a strategy and plan for cross border collaboration, especially with the neighboring PMI funded countries implementing IRS. These include Rwanda, Uganda, and Zambia. The areas for collaboration may include:

- i. Technical Information exchange for IRS, entomological monitoring, and environmental compliance;
- ii. Timing of spray operations and mutual support to each other;
- iii. Safety and prevention of cross-border movement of insecticides, equipment, and waste;
- iv. Standardization of training, IRS operations, and IEC/BCC materials; and
- v. Sharing coverage data, lessons learned, and best practices for IRS.

2. Gender

Gender equality is a fundamental human rights issue that affects an entire society. Mainstreaming gender to address gender disparities is a strategic priority for USAID/Tanzania. Further more, the primary target for PMI is children under five years of age and pregnant women. This RFA requires Applicants to indicate their capacity to identify and analyze gender disparities of this RFA and the implications for achieving the results. Areas or aspects of the activity in which gender is relevant should be clearly indicated, and should specifically show how identified gender issues will be addressed with illustrative activities; how results will be determined taking gender into account and having relevant gender indicators; and what resources will be provided to address each identified gender issue. Gender analysis should be an integral part of the proposal. The evaluation criteria for this RFA includes the ability of the Applicant to identify, analyze, and address identified gender issues. This RFA will ensure gender mainstreaming in all activities, and data disaggregation by age and sex, as appropriate.

C.7 PLANNING REQUIREMENTS

1. Performance Management Plan

A Performance Management Plan (PMP) is necessary for monitoring performance towards the achievement of the Expected Results of the RFA. Applicants are encouraged to include a draft PMP in the application. The PMP should include verifiable indicators by objective, indicator definitions, baselines and year (if known), annual targets, data source, and monitoring mechanism. Environmental compliance plan should be part of the PMP. The Proposal should include a section on verification of quality of data. A final PMP will be due 90 days after the award is initiated and will have to be approved by the AOTR. The successful Applicant will work with the AOTR and the USAID Mission Monitoring and Evaluation Contractor to finalize the PMP before submission to the AOTR for approval. USAID reserves the right to conduct Data Quality Assessments on any and/or all indicators reported in the PMP, as the need arises.

2. Annual Implementation Plan (2 copies)

The Successful Applicant will prepare and submit to the AOTR an annual implementation plan on a schedule established by the AOTR. The first implementation plan to be submitted will not necessarily be for a full year or may be for more than a full year, depending upon the start date of the agreement. Annual implementation plans should be organized into the following sections:

a) Work Plan

The work plan serves several purposes including: as a guide to program implementation; a demonstration of links between activities and Expected Results; a basis for budget estimates; and a foundation for the monitoring and evaluation plan. The Application should include a clear workplan that links activities to the Expected Results. The workplan of the successful Applicant will be negotiated with the AOTR in consultation with NMCP and ZMCP program managers, Health and Population Office (HPO) team leader as appropriate, PMI Technical Advisors, USAID Mission Population, Health and Nutrition officers and Foreign Service Nationals (FSNs) and will outline key activities to be accomplished for the year. The workplan, at a minimum, should include:

- i. Brief situation analysis that details, for both Mainland and Zanzibar, the current IRS activities, status of entomological monitoring, existing capacities for epidemic detection and response, and status of IRS BCC activities;
- ii. Indicators to be monitored and reported on;
- iii. Milestones toward achieving Expected Results;
- iv. Activities to be accomplished that year related specifically toward the achievement of milestones;
- v. Level of effort required in terms of key staff, support staff time and financial resources;
- vi. Partner involvement and contributions to achieving the results; and
- vii. Timeline.

b) Management Plan

Coordination and communication with the NMCP, ZMCP and a wide range of partners, both internal to USAID and public/private sector partners, other cooperating agencies (CAs), and other development partners and stakeholders is key to the achievement of the activities described in this RFA. Applicants should demonstrate a willingness to partner with non-traditional partners and partners new to USAID and utilize diverse human resources effectively. Implementation plans will need to specify clear lines of supervision, accountability, decision-making and responsibility among staff. In the case of proposed prime/sub relationships, clear lines of communication should be established. Special attention should go to ensuring efficiencies in operational and financial management. Applicants should address how they are going to implement the program within the framework of the MOHSW and decentralized health system.

Applicants should describe how they intend to work with NMCP, ZMCP and Local Governments in order to maximize the input and utility of all partner organizations, collaboratively and effectively.

c) Budget

The budget should have sufficient detail to allow AOTR to judge the efficiency of the annual implementation plan. Work plan budgets should state the overall budget, a budget per Expected Result and budget per activity.

3. Demobilization Plan (2 Copies)

Six months prior to the completion date, the successful Applicant will be required to submit a Demobilization Plan for AOTR approval. The plan will include, at a minimum, an illustrative Property Disposition Plan; a plan for the phase-out of in-country operations; a delivery schedule for all reports or other deliverables required under the Cooperative Agreement; and a timetable for completing all required actions, including the submission date of the final Property Disposition Plan to the Agreement Officer. A final project report will be due 30 days after project completion.

C.8 PERFORMANCE MONITORING

1. Activity Monitoring

The Applicant will build on the Mission's Operational Plan and PMI Performance Monitoring Plan (PMP) to design, implement, and document a monitoring and evaluation plan that will establish the effectiveness of IRS activities of this RFA. USAID/Tanzania, PMI, NMCP and ZMCP reserve the right to visit all of the sites where the successful Applicant is working and its sub contractors/ recipients, including but not limited to offices, warehouses, health facilities, communities and field sites for the purpose of monitoring the any aspect of this cooperative agreement. Evaluation of the successful Applicant's overall performance will be conducted jointly by the Agreement Officer Technical Representative (AOTR) and the Agreement Officer, and will form the basis of the Applicant's permanent performance record with regard to this contract.

2. Performance-Based Evaluation

At any time during program implementation, USAID may conduct one or more external assessment/evaluation(s) to review overall progress, assess the continuing appropriateness of the program design, and identify any factors impeding effective implementation. USAID will utilize the results of the assessment to recommend any changes in strategy if needed and to help determine appropriate future directions. Site visits may occur anytime after the award. Continuation of the awards during this period will depend on program performance, availability of funds, and USAID/Tanzania goals and priorities.

C.9 REPORTING REQUIREMENTS

The Successful Applicant will adhere to all reporting requirements listed below. All reports should be submitted by the due date for approval of the AOTR. Additional reports requiring review and clearances, when necessary, are listed under each requirement. The successful Applicant will consult the AOTR on the format and expected content of reports prior to submission. Reports will be submitted in hard copy and electronically, either by e-mail or CD-ROM to USAID, NMCP and ZMCP. Any existing formats for NMCP and ZMCP reports in the respective technical areas will be maintained.

1. Financial Reporting

Financial reporting requirements will be in accordance with 22 CFR 226. The Successful Applicant will be required to submit a quarterly financial report that will include a summary of finances and a pipeline

analysis of funds obligated, funds expended, expenses accrued, and funds remaining by program area. A copy of the SF-269 and a baseline pipeline/burn rate monitoring form should be submitted quarterly to the AOTR.

2. Performance Monitoring and Reporting

The Successful Applicants will submit reports to the AOTR as described below. The exact format for preparation of and timing for, submission of all reports will be determined in collaboration with the AOTR.

3. Monthly and Quarterly Performance Monitoring Reports (2 copies)

A quarterly activity performance monitoring report will be submitted to the AOTR and NMCP or ZMCP, as the case may apply, within 15 days following the end of the reporting period. Reports should briefly document on-going activities, and relate actual accomplishments toward the Expected Results and milestones. The last performance monitoring report of the year should be a summation of the results and progress toward results made during that year. Occasionally, monthly brief updates may be requested on the IRS activity and will follow a special format agreed to by AOTR, NMCP, ZMCP, and the successful Applicants. The quarterly reports must also include the following:

- a) Summarized results of all activities under this award;
- b) Reporting on indicators which are a part of the Mission Operational Plan PMP and PMI indicators (format will be provided by AOTR);
- c) Reasons why PMP targets and other goals established for the quarter were not met, if appropriate;
- d) Analysis and explanation of any cost overruns or high unit costs (successful Applicant must immediately notify USAID of developments that have a significant impact on award-supported activities);
- e) The IRS report should include numbers of houses sprayed and population protected compared against targets (disaggregated by target group- pregnant women and children under five years), map of location of households sprayed, inventory of insecticide used and at hand, census on ITN ownership and use, and any other information requested by USAID/Tanzania, PMI, NMCP or ZMCP;
- f) Actions taken for environmental compliance, in accordance to the US Government environmental laws (22 CFR 216), the Mission SEA/PERSUAP, and the local environmental laws;
- g) Actions taken to ensure gender is being addressed; and
- h) Actions taken in implementing the sustainability plan.
- i) Notification must be given to USAID in case of problems, delays, or adverse conditions which materially impair the ability to meet the objectives of the award. The notifications must include a statement of the action taken or contemplated and any assistance needed to resolve the situation.

The Mission will be requiring a spraying performance report after each round of spraying and it should be submitted to USAID within 45 days after each round of spraying. The report should include, at a minimum the following:

- Number of houses sprayed;
- No of house not sprayed and why;
- Number of people residing in houses sprayed;
- Percentage of houses targeted for spraying that were sprayed;

- Percentage of people targeted that were protected by IRS, disaggregated by target group (pregnant women and children under five year)
- Number of people trained in IRS implementation (disaggregated by sex);

The successful Applicant will conduct a census on the ownership and use of insecticide treated nets in all households visited (sprayed and non-sprayed). Other information may also be requested by NMCP and ZMCP.

5. Final Report (2 copies)

USAID requires that, 90 days after the completion date of this Cooperative Agreement, the successful Applicant will submit a final report which includes: an executive summary of accomplishments in relation to the Expected Results and conclusions about areas in need of future assistance; an overall description of the successful Applicant’s activities and attainment of results during the life of the Cooperative Agreement; an assessment of progress made toward accomplishing the Expected Results; significance of these activities; important research findings; comments and recommendations; a section on how the program will be sustained after termination of USAID funding, and a fiscal report that describes how the funds were used (see 22 CFR 226.51).

The end of project report on IRS will contain, at a minimum, the following:

- a) achievements (e.g. number of households sprayed and people protected, personnel trained by sex, and maps produced, etc.);
- b) environmental compliance best practices;
- c) IRS sustainability plan;
- d) difficulties in the implementation of IRS;
- e) recommendations for future implementation of IRS; and
- f) projections, based on best epidemiological and entomological evidence, for future needs of IRS.

6. Other Reports

The successful Applicant will be required, from time to time and at the end of the project to prepare presentations, press releases or briefs on any activity under this agreement.

C.10 DISTRIBUTION OF REPORTS

1. Reports required as described in this section will be sent to the AOTR, and Agreement Officer, and to NMCP Manager or ZMCP Manager, as will be guided by the AOTR.
2. Reports and intellectual products required above will also be submitted in electronic format and hard copy to PPC/CDIE/DI, Attn. ACQUISITIONS, 1300 Pennsylvania Ave., Washington, D.C. 20523.

C.11 SPECIAL CONSIDERATIONS

For successful implementation and sustainability of program activities, This RFA covers the following special considerations:

1. Maintaining regular contact with other NMCP, ZMCP and PMI Implementing partners through day-to-day liaison and monthly coordination meetings.

2. Maintaining regular contact with those stakeholder organizations concerned with any activity described in this agreement.
3. Coordinating, to the extent possible, with other USAID funded activities as appropriate at the local level in implementing this program.

C.12 INTELLECTUAL PROPERTY

Any discoveries, approaches, name brands or materials arising from this project cannot be copyrighted, trademarked or otherwise removed from the public domain. By law, USAID products and methods are required to be in the public domain.

C.13 SUBSTANTIAL INVOLVEMENT

A Cooperative Agreement implies a level of “substantial involvement” by USAID through the Agreement Officer and AOTR. The intended purpose of the CTO involvement in the implementation of this RFA is to assist the successful Applicant in achieving the supported objectives of the Agreement. USAID will be substantially involved during the implementation of this Agreement in the following ways:

1. Designation of key positions and approval of key personnel and any changes/replacement. The key personnel for this RFA are:
 - a. Chief of Party
 - b. Deputy Chief of Party
 - c. Head of Finance and Administration
 - d. Monitoring and Evaluation Officer
2. Approval of annual implementation plans
3. Agency and Recipient Collaboration or Joint Participation.
 - a. Approve the Performance Monitoring Plans.
 - b. Collaborative involvement in selection of districts for IRS expansion and cross border collaborations.

C.14 FUNDING LEVELS

The estimated budget for this RFA for five years is detailed below. The ceiling for the RFA is **\$130,000,000.**

Illustrative Budget for activities under Objectives 1-4:

Activities	FY2010 '000	FY2011 '000	FY2012 '000	FY2013 '000	FY2014 '000	Total '000
Mainland: IRS Scale-up, focal spraying, cross border collaboration	18,000	22,775	25,485	25,975	25,975	118,210
Zanzibar: IRS, focal spraying	3,700	3,925	1,225	725	725	10,300
Total	21,700	26,700	26,710	26,700	26,700	128,510

Illustrative Budget for Objective 5: Entomological monitoring

	FY2010 '000	FY2011 '000	FY2012 '000	FY2013 '000	FY2014 '000	Total '000
Mainland:	250	250	250	250	250	1,250
Zanzibar (quality control for entomological monitoring)	40	50	50	50	50	240
Total	290	300	300	300	300	1,490

SECTION D

U.S. AGENCY FOR INTERNATIONAL DEVELOPMENT

CERTIFICATIONS, ASSURANCES, AND OTHER STATEMENTS OF RECIPIENT [1][2]

Please, fill-in the provided certifications which have been uploaded separately.

Survey on Ensuring Equal Opportunity for Applicants

OMB No. 1890-0014 Exp. 1/31/2006

Purpose: The Federal government is committed to ensuring that all qualified applicants, small or large, non-religious or faith-based, have an equal opportunity to compete for Federal funding. In order for us to better understand the population of applicants for Federal funds, we are asking nonprofit private organizations (not including private universities) to fill out this survey.

Upon receipt, the survey will be separated from the application. Information on the survey will not be considered in any way in making funding decisions and will not be included in the Federal grants database. While your help in this data collection process is greatly appreciated, completion of this survey is voluntary.

Instructions for Submitting the Survey: If you are applying using a hard copy application, please place the completed survey in an envelope labeled "Applicant Survey." Seal the envelope and include it along with your application package. If you are applying electronically, please submit this survey along with your application.

Applicant's (Organization) Name: _____

Applicant's DUNS Number: _____

Grant Name: _____ **CFDA Number:** _____

1. Does the applicant have 501(c)(3) status?

Yes No

2. How many full-time equivalent employees does the applicant have? (Check only one box).

3 or Fewer 15-50
 4-5 51-100
 6-12 over 100

3. What is the size of the applicant's annual budget? (Check only one box.)

Less than \$150,000
 \$150,000 - \$299,999
 \$300,000 - \$499,999
 \$500,000 - \$999,999
 \$1,000,000 - \$4,999,999
 \$5,000,000 or more

4. Is the applicant a faith-based/religious organization?

Yes No

5. Is the applicant a non-religious community based organization?

Yes No

6. Is the applicant an intermediary that will manage the grant on behalf of other organizations?

Yes No

7. Has the applicant ever received a government grant or contract (Federal, State, or local)?

Yes No

8. Is the applicant a local affiliate of a national organization?

Yes No

Survey Instructions on Ensuring Equal Opportunity for Applicants

Provide the applicant's (organization) name and DUNS number and the grant name and CFDA number.

1. 501(c)(3) status is a legal designation provided on application to the Internal Revenue Service by eligible organizations. Some grant programs may require nonprofit applicants to have 501(c)(3) status. Other grant programs do not.
2. For example, two part-time employees who each work half-time equal one full-time equivalent employee. If the applicant is a local affiliate of a national organization, the responses to survey questions 2 and 3 should reflect the staff and budget size of the local affiliate.
3. Annual budget means the amount of money our organization spends each year on all of its activities.
4. Self-identify.
5. An organization is considered a community-based organization if its headquarters/service location shares the same zip code as the clients you serve.
6. An "intermediary" is an organization that enables a group of small organizations to receive and manage government funds by administering the grant on their behalf.
7. Self-explanatory.
8. Self-explanatory.

Paperwork Burden Statement

According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless such collection displays a valid OMB control number. The valid OMB control number for this information collection is 1890-0014. The time required to complete this information collection is estimated to average five (5) minutes per response, including the time to review instructions, search existing data resources, gather the data needed, and complete and review the information collection. **If you have any comments concerning the accuracy of the time estimate(s) or suggestions for improving this form, please write to:** U.S. Department of Education, Washington, D.C. 20202-4651.

If you have comments or concerns regarding the status of your individual submission of this form, write directly to: Joyce I. Mays, Application Control Center, U.S. Department of Education, 7th and D Streets, SW, ROB-3, Room 3671, Washington, D.C. 20202-4725.