



# USAID | INDONESIA

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**Issuance Date:** August 2, 2011

**Deadline for Receipt of Questions – 1<sup>st</sup> Round:** August 12, 2011  
**Closing Date for Concept Papers – 1<sup>st</sup> Round:** September 15, 2011

**Deadline for Receipt of Questions – 2<sup>nd</sup> Round:** February 1, 2012  
**Closing Date for Concept Papers – 2<sup>nd</sup> Round:** March 16, 2012

**Closing Time for Submission of Concept Papers:** 3:00 PM, Jakarta Time

**Submit Concept Papers to:** [aps-497-11-000001@usaid.gov](mailto:aps-497-11-000001@usaid.gov)

**Subject: Annual Program Statement (APS) Number Indonesia APS-497-11-000001  
“Supporting Universities to Partner Across the Pacific”**

Pursuant to the authority contained in the Foreign Assistance Act of 1961, as amended, the United States Agency for International Development Mission to Indonesia (USAID/Indonesia) is seeking applications from Indonesian and U.S. institutions of higher education that support USAID/Indonesia’s development strategy through partnership activities between institutions of higher education in Indonesia and the United States.. Details as to the program are addressed in the attached Program Description for which the period of any Applicant’s proposal may not exceed three years from the date of the award to the Applicant, subject to the conditions stated herein.

This APS will be open for a period of one year from the issuance date of August 2, 2011 with two rounds for applications and until such time as funding identified for this APS has been fully obligated. This APS is comprised of two steps: first, Concept Papers are being sought from prospective Applicants and, second, Applicants with the most highly-evaluated Concept Papers will be invited to submit Full Applications. Concept Papers must be received by the closing date and time specified in this Cover Letter. (**Note:** Full Applications will not be accepted at the dates specified for Concept Papers. Full Applications will be only accepted from those Applicants invited to do so). **Facsimile submissions are not authorized nor will be accepted.**

Subject to the availability of funds, USAID/Indonesia intends to award a series of Cooperative Agreements under Component 1 with approximate values of \$1,000,000 each, for a period up to three years. Subject to availability of funds, USAID/Indonesia intends to award a series of Cooperative Agreements under Component 2 of approximate values of \$650,000 each for a period up to three years. These conditions for award are further

expounded upon within this APS. USAID/Indonesia reserves the right to incrementally fund activities over the duration of the program, depending on program length, performance against approved program indicators and the availability of funds.

Pursuant to 22 CFR 226.81, USAID policy may not award fee or profit under assistance instruments. As such, any for-profit organization receiving an award under this APS will not be eligible for fee or profit; 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 organizations, OMB Circular A-21 for universities, and the Federal Acquisition Regulation (FAR) Part 31 for for-profit organizations) may be recognized.

Issuance of this APS does not constitute an award commitment on the part of the U.S. Government, nor does it commit the U.S. Government to pay for costs incurred in the preparation and submission of an application. In addition, final award of any resultant Agreement cannot be made until funds have been fully appropriated, allocated, and committed through internal USAID procedures, on which condition this APS is issued. While it is anticipated that these procedures will be successfully completed, potential Applicants are hereby notified of these requirements and conditions for award as well as that Applicants will not be compensated for any proposal preparation and submission costs. The U.S. Government reserves the right to reject any or all applications received.

The preferred method of distribution of USAID procurement information is via [www.grants.gov](http://www.grants.gov) on the World Wide Web (www). This APS and any future amendments can be downloaded from the Agency website. The World Wide Web address is <http://www.grants.gov>. Click on "Find Grant Opportunities", then click on "Browse by Agency" and choose "Agency for International Development". If you have difficulty registering or accessing the Grants.gov website, please contact the Grants.gov Contact Center at 1-800-518-4726 or via e-mail at [support@grants.gov](mailto:support@grants.gov) for technical assistance. Receipt of this APS through Grants.gov must be confirmed by written notification to the contact person noted below. It is the responsibility of the recipient of the application document to ensure that it has been received from Grants.gov in its entirety and USAID bears no responsibility for data errors resulting from transmission or conversion processes.

Additionally, notice of this procurement opportunity is also posted via the USAID/Indonesia website at <http://indonesia.usaid.gov/en/Procurement.aspx>. If you have difficulty accessing the web, please e-mail to [aps-497-11-000001@usaid.gov](mailto:aps-497-11-000001@usaid.gov) for further assistance. It is the responsibility of the recipient of the application document to ensure that it has been received from USAID/Indonesia's website in its entirety and USAID bears no responsibility for data errors resulting from transmission or conversion processes.

**Any questions concerning this APS must be submitted in writing to Mr. Nadeem Yusuf via email at [aps-497-11-000001@usaid.gov](mailto:aps-497-11-000001@usaid.gov) with a copy to [nyusuf@usaid.gov](mailto:nyusuf@usaid.gov) no later than August 12, 2011 for the First Round of Concept Paper submission and February 1, 2012 in the Second Round of Concept Paper submission. No questions will be**

**entertained after these dates. The closing dates and time for the submission of Concept Papers are also specified above at 3:00 pm Jakarta time.** Applicants should retain for their records one copy of all enclosures that accompany their applications.

Thank you for your consideration of this USAID initiative. We look forward to your participation.

Sincerely,

A handwritten signature in black ink, appearing to read "Dale Lewis", with a stylized flourish at the end.

Dale Lewis  
Agreement Officer  
USAID/Indonesia

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## **SECTION I - PROGRAM DESCRIPTION**

### **SUPPORTING UNIVERSITIES TO PARTNER ACROSS THE PACIFIC**

#### **A. PURPOSE**

The purpose of this activity is to provide innovative solutions via technical assistance as described in detail in Section C (Objective) and Section D (Project Components), for the implementation of USAID Indonesia's Annual Program Statement APS-497-11-000001 "Supporting Universities to Partner Across the Pacific".

#### **B. BACKGROUND**

Historically, the majority of academic collaboration between institutions of higher education in the United States and in Indonesia has focused on social sciences, including anthropology, political science, and economics. USAID/Indonesia's new 2009-2014 Development Strategy supports a broad range of strategic, development objectives such as sustainable management of forests, marine fisheries and energy; government that delivers; increased quality of basic education; effective health and family planning services; and increased employment. Achievement of these objectives is largely dependent on improving education performance, particularly in what is known as the STEM subjects--Science, Technology, Engineering and Math. Stimulating deeper collaboration in STEM education will help grow future generations of scientific leaders in both countries, and also deepens the scientific base of knowledge of issues that Indonesia is geographically and historically situated to lead, such as geology, marine and forest science, and climate change. Increasing the quality of education, both basic and tertiary, is one of U. S. and Indonesia's priority goals under their Comprehensive Partnership Agreement, particularly improving STEM education at all levels.

With more than 3,000 institutions of higher education under its purview, the Ministry of National Education (MONE) has embarked on an ambitious course to improve its colleges and universities as student enrollment continues to increase. USAID supports these areas of policy reform while also helping to strengthen individual institutions so they can excel within the changing environment. In order to bring about improvements in STEM, it is important to work both from the bottom-up and top-down. Prior grants were devoted to improving scientific research and exchange at the tertiary level; however, students clearly cannot perform at the tertiary level if they do not have a strong foundation. Standard test results tell the story: Indonesia's ranking against international norms is extremely low, particularly when compared to neighboring countries.

According to the results of the Third Test of International Mathematics and Science Study (TIMSS), Indonesian students' level in mathematics ranked 34 out of 45 countries surveyed in 2003. In 2007, this position was 36 out of 49 countries. In science, Indonesian students were ranked 36 out of 45 countries in 2003 and 35 out of 49

countries in 2007. The relatively weak performance of Indonesian students was confirmed by the 2006 Program for International Student Assessment (PISA), which assessed the performance of 15-year old in science, reading and mathematics. Indonesia ranked 52 for science, 48 for reading and 51 for math in a field of 57 countries. The most recent PISA report (2009) shows a downward trend, with Indonesia ranking 26 in a field of 31 non-OECD countries. Weak secondary performance, coupled with the high drop-out rate between primary and junior secondary school, presents a major educational and economic development challenge.

As well it is to be noted in the past that Indonesia had at least one public science and technology preparatory school in Jakarta. It was used to develop a new science and math curriculum. During the course of its operation, the school produced an extraordinary number of graduates who now form the nucleus of doctors and scientist in West Java. Unfortunately, once the curriculum developed for the school had sufficiently proven to be superior, the decision was made to disseminate the curriculum and disband the idea of a public model school as no longer necessary. Without a beacon school, the imparting of the curriculum was not fully understood and, the gains which might have been made by having a very visible standard for public school excellence appear to have been lost.<sup>1</sup>

In addition, the laboratory for science education research also seems to have been lost. Two years ago, the Jakarta Dinas, with the help of Surya Institute, decided to redress the loss and begin again with a public, magnet style school, SMA Netgeri Unggulan Mohammad Husni Thamrin, School of Science Olympiad. This public school, like a number of private, international standard schools, is doing a better job at teaching science and math; however the school is not open to the general population. It is a boarding school open to 160 students whose families can afford to pay more than \$200 per month; there are no scholarship students. Poorer, potentially gifted children do not attend.

On a broader level, USAID will launch a new program which will target improved teaching of reading, math and science at the primary and junior secondary level to ensure that the foundation competencies in these areas and a general love for learning and inquiry are achieved<sup>2</sup>. Teachers who have not benefited from excellent training themselves, do not know what acceptable standards are, nor do they have the tools to improve their teaching methodologies. One of the interventions under this program will be a wide spread distribution of model primary and junior secondary schools, staffed with master teachers, which will be used for field training future teachers and in-service training for existing teachers. This APS is complementary to this new program insofar as it presents a continuum of progression from primary through tertiary of improved science education. Partnerships growing out of this APS can be standard setters, incubators and leaders of best practices in science and math education.

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<sup>1</sup> Some S&T model schools still exist; however, they are boarding schools and are open to only those students who have been identified as gifted.

<sup>2</sup> PAKEM is the acronym used by MONE to....

### **C. OBJECTIVE**

There is a long history of collaboration between U.S. and Indonesian tertiary institutions. The collaboration has existed at many levels, including support of scholarships, exchange programs and research. Previous experiences clearly demonstrate the many advantages of collaboration between institutions. Thousands of Indonesians have received graduate degrees in the U.S. and many now hold high positions in government and business. This collaboration has been extended to Teacher Training Institutions (TTI) as well. Many of Indonesia's premier universities and TTIs are staffed with U.S. educated academics. Today international communication makes the sharing of information and collaboration easier and joint consortium has developed, trading information, faculty and students on a regular basis.

This APS has two goals--to support university partnerships which strengthen institutional capacities in STEM at the tertiary level and to support university partnerships which will strengthen capacities at the secondary level. Component I of the APS is directed toward partnerships which support fields of applied science underlying USAID Indonesia's strategic objectives in health, economic growth and the environment; Component II is to support university partnerships, supporting science, technology and math education at the secondary level, by creating model secondary science and technology schools.

The objective of Component I of this APS is to stimulate academic collaboration in priority sectors by providing seed funding for innovative university based partnerships that contribute to the objectives of USAID's new strategy. The efforts of this program are directed at helping increase the capacity and contributions of Indonesian institutions of higher education to address longer term, sustainable development priorities through STEM in Indonesia.

The objective of Component II is to harness the best of U.S. and Indonesian expertise to improve the teaching science, math and technology for a larger percentage of Indonesian students. U. S. institutions have made great strides in preparing science and math teachers at the secondary level and are particularly engaged in research to make that training even better in order to meet the ever increasing demand for STEM competencies in the global economy. Component II is directed at stimulating academic collaboration in this priority area by providing seed funding for innovative teacher training institute-based partnerships to establish models of excellence in teaching STEM at the secondary level in at least two geographic locations. Component II is specifically aimed at universities that have education departments and have or aspire to have superior curriculum, pedagogy and approaches to teacher training in science and math.

## **D. PROJECT COMPONENTS**

### **D.1 COMPONENT I (Applied Science and Technology):**

#### **D.1.1 Area of Concentration**

Concept Papers are sought in any STEM area that has a well-articulated connection to the objectives of USAID's Country Strategy. Illustrative areas might be:

- Strengthening science and technology supporting basic and applied scientific research in connection with industrial, end-user groups.
- Improving teaching, research and extension services on agriculture productivity, particularly with regard to key commodities such as cocoa, coffee and fruits and vegetables.
- Improving public health services and health systems strengthening.
- Improving teaching and research on fisheries, climate change, biodiversity, infectious diseases and reproductive and maternal child health.
- Improving the quality of primary and secondary science and mathematics education.

#### **D.1.2 Results**

The proposed university-to-university partnerships should achieve results that are concrete, tangible, and sustainable and provide benefits to all partners. It is expected that these partnerships will result in clearly measurable improvements to university teaching, research, and the service/outreach capabilities of Indonesian institutions of higher education. Examples of the intended results of such institutional collaboration include, but are not limited to, the following:

- New approaches to linking academic institutions to development problem solving and innovation.
- New instructional approaches that address the needs of government or industrial clients.
- Increased participation of Indonesian students and faculty in internationally recognized research.
- More opportunities for graduate students to conduct dissertation or post-doctoral research at partner institutions.
- Increased faculty exchanges between partner institutions.
- Improvements to instructional methodology and curriculum.

### **D.1.3 Intended Partnership Characteristics**

To be considered for the possible receipt of USAID funding, a proposed partnership must meet the following criteria:

1. Be aligned with the development challenges prioritized in the Comprehensive Partnership;
2. Include at least one institution of higher education (such as colleges and universities) in the United States, and at least one in Indonesia;
3. Be based on an appropriate needs assessment of Indonesian institutions which must be evidenced in the Application;
4. Provide equitable benefits to all members of the partnership while meeting the needs of the Indonesian institution(s);
5. Achieve a significant result, beyond a sequence of activities, which must contribute toward a significant development impact and be clearly articulated in the Application;
6. Mobilizes resources from non-USAID sources as cost-sharing that exceeds 30% of the funding requested from USAID. Non-USAID sources may include a) cost share provided by the member institutions, and b) resources from other institutions such as businesses, foundations, or non-governmental organizations; and
7. Provide convincing evidence that the programs developed and implemented with this funding will be continued and sustained beyond the term of award from USAID. Evidence should include, but not be limited to, a plan that details how activities and funding under the award will be coupled with other endeavors and resources that contribute to the targeted development impact.

### **D.2 COMPONENT II (Partnerships Supporting Quality Teaching of STEM in Secondary Schools):**

#### **D.2.1. Area of Concentration:**

Applications are sought for work in partnership with local governments to establish at least two Model Science and Technology Secondary Schools, one of which should be located in Jakarta and the other in a rural location, preferably near Malang. Applicants may submit a partnership concept paper which suggests working with one school or several schools (a junior secondary school may be included).

In partnering with Indonesian Universities, cross-cutting priorities to consider are :

- Strengthening science and technology, supporting basic and applied scientific research into methodology and pedagogy for teaching secondary science, math and technology.
- Establishing high benchmarks of excellence in teacher classroom performance.
- Establishing public and parental interest and support for high standard in student performance in science, technology and math.

- Showcase the success of U.S.-Indonesian higher education cooperation in science and technology at a level which allows science and technology to touch everyday life, i.e., the improved opportunities of children and young adults.

### **D.2.2 Results:**

The proposed university-to-university partnerships should achieve specific results that are concrete, tangible, and sustainable and provide benefits to all partners. It is expected that these partnerships will result in clearly measurable improvements to university teaching, research, and the service/outreach capabilities of Indonesian institutions of higher education. Examples of the intended results of such institutional collaboration include, but are not limited to, the following:

- Model S&T secondary schools established opened to the general public and teaching science and math, demonstrating best practices under the direct tutelage of a partnership of scholars and scientists from U.S. and Indonesian institutions of higher education.
- New approaches to linking academic institutions to continuous improvements in STEM classroom teaching.
- New instructional approaches that address the need to quickly improve academic performance in science and math.
- Increased participation of Indonesian students and faculty in internationally-recognized research.
- More opportunities for U.S. and Indonesian graduate students to conduct dissertation or post-doc research at partner institutions.
- Improved student performance on internationally administered tests
- Increased activities related to science and math achievement, such as the schools hosting science fairs, competitions and exchanges with other schools in their locales.
- Increased faculty exchange between partner institutions.
- Improvements to instructional methodology and curriculum.

### **D.2.3 Intended Partnership Characteristics**

To be considered for the possible receipt of USAID funding, a proposed partnership must meet the following criteria:

1. Be aligned with the development challenges prioritized in the Comprehensive Partnership;
2. Include at least one institution of higher education (such as colleges and universities) in the United States, and at least one in Indonesia;
3. Be based on an appropriate needs assessment of Indonesian institutions which must be evidenced in the application;
4. Be based on demonstrated identification of a local school district interested in transferring an already existing secondary school into a Model Science and

Technology School and show that there is buy-in to the concept from local authorities. (Component II only);

Provide equitable benefits to all members of the partnership while meeting the needs of the Indonesian institution(s);

5. Achieve a significant result, beyond a sequence of activities, which must contribute toward a significant development impact and be clearly articulated in the application;
6. Mobilizes resources from non-USAID sources as cost-sharing that exceeds 30% of the funding requested from USAID. Non-USAID sources may include a) cost share provided by the member institutions, and b) resources from other institutions such as businesses, foundations, or non-governmental organizations; and
7. Provide convincing evidence that the programs developed and implemented with this funding will be continued and sustained beyond the term of award from USAID. Evidence should include, but not be limited to, a plan that details how activities and funding under the award will be coupled with other endeavors and resources that contribute to the targeted development impact.

## **SECTION II - APPLICATION AND SUBMISSION INFORMATION FOR CONCEPT PAPERS**

### **A. APPLICATION PROCESS**

USAID/Indonesia invites interested Indonesian and U.S. institutions of higher education (specifically, colleges, universities and teacher training institutions) to submit Concept Papers that demonstrate an innovative approach to strengthening higher education institutions in Indonesia in partnership with similar institutions in the United States. Concept Papers are to identify the institutional partners, the local district or school partners (for concept papers related to Component II), any stakeholder partner, such as an ICT organization; demonstrate the approach; and describe results that could be achieved should funding be awarded by USAID. Concept Papers do not need to be in the format or contain the level of detail expected of a Full Application.

USAID/Indonesia will keep this Annual Program Statement open for a period of one year from the issuance date. This mechanism will serve as a means to bring together U.S. and Indonesian partners and encourage innovative solutions to critical development challenges.

Successful applicants will be notified in writing if USAID will request them to expand the Concept Paper into a Full Application. Details of the requirements for a full technical and cost proposal will be provided to successful Applicants if the concept paper is evaluated highly enough by USAID/Indonesia. Applicants should not prepare full proposals unless specifically requested to do so by USAID/Indonesia's Office of Procurement.

### **B. APPLICATION INSTRUCTION AND CONSIDERATIONS**

Applicants may submit Concept Papers for one component (Component I or Component II) or for both (Component I and Component II). If the Applicant is interested in both components, two separate papers must be submitted. Component I of the APS solicits partnerships which support fields of applied science underlying USAID Indonesia's strategic objectives in health, economic growth and the environment; Component II will support university partnerships, supporting science, technology and math education at the secondary level, by creating model secondary science and technology schools. Information regarding USAID's programming in the area of education is available in the USAID/Indonesia Country Strategy 2010-2014, <http://indonesia.usaid.gov/en/Article.350.aspx>.

An additional resource, "Assessment of Higher Education Institutional Capacity in Selected Geographic and Subject Areas" is available in Annex 1. Also attached in Annex 2 are a list of Universities and Teacher Training Institutes USAID has worked

with under Decentralizing Basic Education (DBE) 1, 2 and 3. This material is not provided to suggest that they will have preferential status in this APS, but rather to provide potential Applicants information as to those universities with whom USAID has been most recently associated.

As S&T Senior Secondary schools are to be developed under this APS in peri-urban Jakarta and rural Malang, it is anticipated that U.S. institutions will partner with Indonesian institutions of higher education in Jakarta and Malang. Other private institutions who are active in STEM education are the Surya Institute and the Sampoerna Foundation. These institutes or others like them may be included in the partnerships, but not to the exclusion of university partners.

### **C. APPLICATION REQUIREMENTS AND SUBMISSION PROCEDURES**

- 1) Concept Papers must be written in English and typed on standard 8.5” x 11” (216mm by 297mm paper), single space, 12 point font with each page numbered consecutively. The Concept Paper should include three sections and should not exceed ten (10) total pages. The cover page is not included in this page limitation. Concept Papers are to be presented in the following format:
  - a. Cover Page. The cover page should identify the names of all organizations in the proposed partnership with the lead or primary applicant clearly identified.
  - b. Technical Narrative. A narrative of no more than nine (9) pages should outline the following:
    - Goals – Describe the goals of the partnership.
    - Problem Definition – Define the problem(s) and provide an analysis of the development context. Demonstrate and provide adequate evidence that there is clear local commitment to the project beyond the higher education institutions for the proposed programs and services.
    - Institutional Needs Assessment – Demonstrate adequate assessment of the needs of the Indonesian higher education institution involved, and clearly describe those needs.
    - Demonstrate how the science community might interact with the Model Schools as potential stakeholders; address extended partnership possibilities (for Component II only).
    - Technical Quality – Describe the technical approach to be used to achieve the goals of the partnership, types of activities, and general sequencing. Demonstrate how the proposed partnership benefits all members, and explain how or why the proposed approach will be more successful or effective than other development approaches.
    - Sustainability – Describe how the US institution-to-Indonesian institution-to-secondary school relationship can be sustained beyond the term of the award (Component II only)

- **Beneficiaries** – Describe the proposed scale of the activities, estimated numbers and types of beneficiaries, and geographic spread.
  - **Collaboration** – Demonstrate how the partners have worked together in formulating the proposed activities and how the proposed partnership will benefit all members.
  - **Expected Results and Projected Impact** - Outline the expected results and the mechanisms proposed to measure progress, achievement and sustainability. Demonstrate how these results will contribute to resolving the development challenge.
  - **Partners Profile** – Provide a profile of the institutions involved in the proposed partnership, with a brief description of their operating history and management structure. Clarify any past experience between the partners and describe the division of responsibilities in the proposed partnership.
  - **Administrative Capabilities** - Describe technical and administrative experience and capabilities, including a description of any related past performance and implementation of similar programs.
- c. **Budget.** Submit separate from the technical concept paper. Provide a one-page budget that clearly identifies the major costs line items, such as personnel, travel, training; (for Component II, set aside for physical improvements to the school such as books, IT, lab equipment) and presents the amount and nature of cost-sharing and other resources leveraged.
- 2) The Applicant shall submit the concept paper and budget both in hard copies and electronically, as per the following:
- a. **Electronically** – internet e-mail with attachments compatible with MS Word, Excel, and Adobe Acrobat in an MS Windows environment to **aps-497-11-000001@usaid.gov**.

and

**b. Hard Copies -**

Mr. Dale Lewis  
Office of Procurement  
USAID/Indonesia  
American Embassy  
Jl. Medan Merdeka Selatan 3  
Jakarta, Indonesia 10110  
Mark: APS-497-11-000001

**Faxed applications will not be considered.**

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

- (a) Each applicant shall furnish the information required by this APS. The applicant shall sign and print or type the name and title clearly on the Cover Page. Applications signed by an agent shall be accompanied by evidence of that agent's authority. Erasures or other changes must be initialed by the person signing the cover page.
- (b) Applicants should retain for their records one copy of the submitted documentation.
- (c) To facilitate the competitive review of concept papers, USAID will consider only those concept papers conforming to the format prescribed above.
- (d) No Annexes should be submitted with the concept paper. Elaborate art work, expensive paper and bindings, and expensive visual and other presentation aids are neither necessary nor wanted.
- (e) Acknowledgement of Amendment(s) to the APS shall be submitted together with the concept paper.
- (f) Applicants are expected to review, understand, and comply with all aspects of this APS including attachments. Failure to do so will be at the applicant's risk.
- (g) Concept Papers received by the deadline will be reviewed for responsiveness to the requirements outlined in these guidelines and will be evaluated by a USAID's Technical Evaluation Committee (TEC).
- (h) Oral explanations or instructions given at any stage will not be binding. Any information given to a prospective applicant concerning this APS will be furnished promptly to all other applicants as an amendment of this APS, if that information is necessary in submitting applications or if the lack of it would be prejudicial to any other prospective applicants.
- (i) Applicants who include data they do not want disclosed to the public for any purpose or used by the U.S. Government except for evaluation purposes, should:
  - (1) 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 Cooperative Agreement 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 Cooperative Agreement. 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.*
  - (2) 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."*

#### **D. EVALUATION CRITERIA FOR CONCEPT PAPERS**

USAID/Indonesia has established an Annual Program Statement (APS) Committee to review and evaluate all Concept Papers received. Only those Concept Papers which meet the initial consideration criteria outlined at Section titled “Intended Partnership Characteristics,” will be considered and evaluated by the APS Committee.

All applications must demonstrate how the proposed partnership will involve the universities’ body of scientists and math faculty in support of the program as guest speakers, advocates and promoters of improved STEM instruction within the partnership proposal.

For purposes of quickly initiating proposed partnership program, only Applications meeting the following criteria will be evaluated:

- b. An Indonesian or United States institution being designated as the “lead” institution in the partnership;
- c. Institutions with the management capacity to oversee the partnership activities of multiple university partnerships should the concept suggest more than one partnership.
- d. Institutions having demonstrated experience in the technical area being proposed; and
- e. Institutions having demonstrated experience implementing similar programs for USAID or similar donor agency.

Concept Papers will be competitively evaluated against the following criteria in descending order of importance:

1. Technical quality and innovation of the concept paper, including the relevance and clarity of the objectives and goals, the degree to which the program is based upon a sound collaboration of all partners, a clear profile of the beneficiaries, the appropriateness of the proposed activities to achieving the goals and objectives of the program, the sustainability of the programs and endeavors created via the partnership, and the ways in which the program is designed to achieve results and foster development impact. **(35 points)**
2. Scope and significance of the results to be achieved, in the short, medium, and long term, including the apparent value of the results in fostering community impact, the attention paid to serving the populations in the lowest two quintiles of income (with attention to gender) and the level of results to be achieved relative to the overall resource commitments. **(25 points)**
3. Technical and administrative capacity to manage proposed program. Indication of how the activity will be staffed and organized **(20 points)**

4. Level of non-USAID resources mobilized, level of institutional commitment of partners (as evidenced by cost share and other indicators), and the clarity of budget allocations and how they relate to program implementation. **(15 points)**
5. Demonstrated experience of the applicants in the proposed area of work. **(5 points)**

**TOTAL**

**100 points**

### **SECTION III - FULL APPLICATION SUBMISSION AND INFORMATION**

**NOTE: Applicants should not prepare full applications unless specifically requested to do so by the USAID/Indonesia Agreement Officer**

#### **A. INSTRUCTIONS AND SUBMISSION PROCEDURES**

Applications shall be submitted in two separate volumes: (a) Technical Application and (b) Business/Cost Application. Technical applications should be submitted in one original and four (4) copies and Cost Applications in one original and two (2) copies.

The Applicant shall submit the Full Applications both in hard copies and electronically, as follows:

**a. Electronically** – internet e-mail with attachments compatible with MS Word, Excel, and Adobe Acrobat in an MS Windows environment to **aps-497-11-000001@usaid.gov**.

and

**b. Hard Copies -**

Mr. Dale Lewis  
Office of Procurement  
USAID/Indonesia  
American Embassy  
Jl. Medan Merdeka Selatan 3  
Jakarta, Indonesia 10110  
Mark: APS-497-11-000001

**Faxed applications will not be considered.**

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 applications, USAID will consider only applications conforming to the format prescribed below.

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

(j) Unnecessarily Elaborate Applications - Unnecessarily elaborate brochures or other presentations beyond those sufficient to present a complete and effective application in response to this APS 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.
- (k) Acknowledgement of Amendment(s) to the APS shall be submitted together with the application.
  - (l) Applicants are expected to review, understand, and comply with all aspects of this APS including attachments. Failure to do so will be at the applicant's risk.
  - (m) Each applicant shall furnish the information required by this APS. The applicant shall sign the application and print or type the name and title clearly on the Cover Page of the technical and cost applications. Applications signed by an agent shall be accompanied by evidence of that agent's authority.
  - (n) Applicants must ensure that all the certifications are completed and signed (See Section D of the APS). In the submissions, the applicants must include as necessary any additional evidence of responsibility deemed necessary for the Agreement Officer to make a determination of responsibility in accordance with ADS E303.3.9 at the following website: <http://www.usaid.gov/policy/ads/300/303.pdf>
  - (o) Applicants who include data they do not want disclosed to the public for any purpose or used by the U.S. Government except for evaluation purposes, should:
    - (1) 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 Cooperative Agreement 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 Cooperative Agreement. 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.*
    - (2) 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."*

Applications received by the deadline will be reviewed for responsiveness to the requirements outlined in these guidelines and will be evaluated by a USAID's Technical Evaluation Committee (TEC). Additional discussions with applicants may take place if the applications submitted do not adequately describe the activities to be funded and/or there is one or more points to be clarified or modified based on the recommendations of the TEC.

Oral explanations or instructions given before award of a Cooperative Agreement will not be binding. Any information given to a prospective applicant concerning this APS will be furnished promptly to all other prospective applicants as an amendment of this APS, if that information is necessary in submitting applications or if the lack of it would be prejudicial to any other prospective applicants.

### **A.1 Specific format:**

Full Applications are limited to no more than 25 pages in length (not to include Cover Page) and typed on standard 8-1/2" x 11" (216mm x 297mm paper) single space, 12 point font with each page numbered consecutively. The cover page is not included in this page limitation.

- (a) **Technical Applications** should be kept as concise and succinct as possible. Technical Applications submitted should be in the following format:
- (1) Cover Page (separate page, not more than one (1) page: The Cover Page should include the APS Number, names of the institutions involved (with the name of the lead or primary Applicant clearly identified), title of the application. Any proposed subgrantees should also be listed. In addition, the Cover Page should provide a contact person for the primary Applicant, including the individual's name, title or position with the institution, mailing address, e-mail address, telephone and fax numbers. Applicants should also clearly state whether the identified contact person has the authority to negotiate on behalf of the Applicant, and if not, the contact information for the appropriate person with authority to negotiate should also be listed.
  - (2) Executive Summary (not more than one (1) page): A summary of the key elements of the Applicant's Technical Application, including but not limited to the Technical Strategy and Approach, and provide **NO COST FIGURES** other than the Total Amount of USAID funds requested.
  - (3) Technical Narrative (not more than 22 pages in length excluding any attachment pages as specified within this APS) with sub-sections on:

#### **Program Description**

- i. Goal and Objectives
- ii. Proposed Outcomes
- iii. Context Analysis
- iv. Technical Approach
- v. Expected Impact

The technical narrative will be evaluated in accordance with the evaluation criteria set forth in Section III.C. Each should be addressed in order.

- (4) Management Plan (2 pages): The management plan which includes the proposed management structure, key personnel, any partnership arrangements, contingency plans and an Implementation Schedule (including milestones).

**Required Key Personnel:**

USAID requires applicants to identify a Project Director, who will be designated as Key Personnel, and must meet the qualifications given below. The Applicant may propose one additional Key Personnel. In an annex to the full Technical Proposal, the Applicant shall include a brief biographical sketch for each candidate proposed for a Key Personnel position, and include a summary position description for each. The balance of the staffing and management structure should be proposed by the Applicant and will be evaluated by USAID as per the technical evaluation criteria.

**Responsibilities (Project Director):** Responsible for the quality and effectiveness of the technical and academic collaboration; primary communication about program impacts; performance of award, including ensuring quality and compliance with the requirements of award; external representation and coordination with USAID, other donors and other programs; while also contributing to technical guidance of the programs and offering technical input to the institutional partners where appropriate.

**Qualifications (Project Director):** Must be staff of the lead institution; have an advanced degree in a relevant field; have experience managing similar programs funded by an international donor (including program development, reporting and representational responsibilities); have demonstrated technical expertise in subject matter; and have fluency in written and spoken English.

(5) Past Performance

Lead applicants are requested to list all contracts, grants, or cooperative agreements involving similar or related programs conducted by the lead applicant (or other partners) over the past three years. Reference information is to include the contact information for an official point of contact, award or contract numbers, and a brief description for the work performed by the applicant.

(6) Annexes

(i) Key Personnel: Applicants are to submit CVs of key personnel only in an Annex to the full application. A minimum of three references for each proposed candidate are required. The Mission reserves the right to check the references of any and all personnel proposed for this activity. The Applicant must include as part of its proposal a signed letter of commitment from each candidate proposed as key personnel, confirming his/her present intention to serve in the stated position during the term of the Agreement period.

- (ii) **Performance Monitoring Plan:** Applicants are to submit a proposed Performance Monitoring Plan (PMP) to track the progress in activities and achievement of results over the life of the proposed activities. The proposed PMP will be used as a starting point of negotiation with USAID if an award is made. The draft PMP must include periodic (semi-annual), annual, and end-of-program indicators and targets to measure the progress of the proposed activities and the achievement of results. The end-of program indicators must be quantified in the performance monitoring plan. The final Performance Monitoring Plan will be approved within 75 days after award.
- (b) **Cost Application.** There is no page limitation for the Cost Application. The application should include the following:
- (1) **Standard Forms:** Applicants must complete and submit the following required forms:
    - (a) SF 424 Application for Federal Assistance,
    - (b) SF 424A Budget Information – Non-Construction Program and
    - (c) SF 424B, Assurances – Non-Construction Programs. The forms may be downloaded from USAID’s website: [http://www.usaid.gov/procurement\\_bus\\_opp/procurement/forms/SF-424/](http://www.usaid.gov/procurement_bus_opp/procurement/forms/SF-424/)
  - (2) The financial plan (budget) is to be submitted on an excel spreadsheet and must be fully supported by adequate cost data to establish the reasonableness of proposed program costs. At a minimum, the financial plan shall contain the following: (i) a summary budget page of total costs; (ii) a detailed budget of cost inputs; and (iii) detailed budget notes (narratives) and supporting justification of all proposed budget line items.
  - (3) **Cost-Sharing.** Specific budget details and narrative information, in addition to the percentage and total dollar amount of the proposed cost-share contribution.
  - (4) **Negotiated Indirect Cost Rate Agreement (NICRA):** Applicants must provide a copy of the most recent indirect cost rate agreement negotiated with your organization’s cognizant U.S. Government agency. Applicants who do not currently have a Negotiated Indirect Cost Rate Agreement (NICRA) from a cognizant U.S. Government agency shall submit the following information:
    - a. 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;
    - b. Projected budget, cash flow and organizational chart; 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.

## **B. PROGRAM REQUIREMENTS:**

The following program requirements must be addressed fully when submitting an application:

### **B.1 GENDER**

Given the critical role of women in development, it is essential that institutions competing for an award demonstrate knowledge and capacity to address gender-based constraints. Based on the different needs and roles of men and women, strategies for addressing these needs and for ensuring women's full participation in all proposed activities must be part of the methodology/proposed approach. In addition to explicitly addressing women's needs and participation, the proposed methodology/approach shall also address: (a) how will gender relations affect the achievement of sustainable results; and (b) how will proposed activities affect the relative status of men and women. Furthermore, the program strategy shall demonstrate how activities will be monitored, tracked and evaluated to measure the impact on women and on gender relations. All people-level results and indicators must be disaggregated by sex.

### **B.2 COST SHARING**

Some cost sharing and/or leveraging must be proposed where technical/programmatic benefits would result. At least 30% of overall grant application funding is to be supported by non-USAID funding. Applications that incorporate larger cost sharing/leveraging will be considered more responsive to this APS and more positively evaluated (see Section III.C. Evaluation Criteria below). Cost sharing includes contributions, both cash and in-kind, which are necessary and reasonable to achieve program objectives and which are verifiable from the recipient's records. Cost sharing contributions may include volunteer services provided by professional and technical personnel and un-recovered indirect costs. Additional information may be found in 22 CFR 226.23 "Cost sharing and matching" and the USAID Automated Directives System (ADS) 303.3.10; both documents are available online at: <http://www.usaid.gov/business/regulations/>.

### **B.3 ENVIRONMENTAL PROTECTION AND COMPLIANCE**

All projects funded by USAID must conform to U.S. environmental regulations (22 CFR 216) requiring evaluation to ensure that any environmental impacts resulting from the project implementation are mitigated. Through development of the Initial Environmental Examination (IEE), 22 CFR 216 or "Reg.216," ensures that environmental (i.e., natural resource or public health) impacts of USAID-funded activities are identified and mitigation measures are proposed at the design stage, prior to the irreversible obligation of USAID funds. Subsequently, over the Life of the Activity (LOA), these environmental mitigation measures are to be a standard component of program management.

## **B.4 MARKING AND BRANDING**

Should an organization be recommended for award under this APS, it will be required to submit the following:

- (a) A Branding Strategy that describes how the program, project, or activity is named and positioned, how it is promoted and communicated to beneficiaries and cooperating country citizens, and identifies all donors and explains how they will be acknowledged, and;
- (b) A Marking Plan that will detail the public communications, commodities, and program materials intended to visibly bear the USAID identity together with a negotiable budget for each. Once submitted, the Branding Strategy and Marking Plan, and their costs, must be negotiated and approved by the USAID Mission Agreement Officer prior to award.

Branding and Marking under the award will be carried out in accordance with AAPD 05-11 and in accordance with 22 CFR 226.91, which are available at:

1. [http://www.usaid.gov/business/business\\_opportunities/cib/pdf/aapd05\\_11.pdf](http://www.usaid.gov/business/business_opportunities/cib/pdf/aapd05_11.pdf).
2. [http://edocket.access.gpo.gov/cfr\\_2010/aprqr/pdf/22cfr226.91.pdf](http://edocket.access.gpo.gov/cfr_2010/aprqr/pdf/22cfr226.91.pdf)

## **C. TECHNICAL EVALUATION CRITERIA FOR FULL APPLICATIONS**

The Technical Applications will be evaluated in accordance with the Technical Evaluation Criteria set forth below.

### **1. Technical Quality of the Application (45 points)**

The evaluation will consider whether and the extent to which:

- a. Application demonstrates understanding of the challenges facing the Indonesian partner institutions, the capacity development needs of those institutions, and the role those institutions can have in addressing the development challenges targeted in the USAID/Indonesia Country Strategy;
- b. Application demonstrates and is responsive to the demand expressed by external stakeholders for the proposed programs. Application should provide evidence of demand, including the commitment of industry or practitioner associations to employ the students graduating out of the proposed program or otherwise benefit from the skills and knowledge being developed;
- c. Application demonstrates how the proposed activities will effectively address the challenges facing the Indonesian partner institutions, satisfy external stakeholder demand, and achieve significant development result(s) within the level of funding and time period being proposed;

- d. Application provides concrete examples of how the programs implemented and/or developed under the partnership will be continued and sustained after USG funding; and
- e. Application demonstrates the institution's capability to implement and monitor activities, and provides an illustrative performance monitoring plan that provides quantifiable measurement of progress of activities and their results.

## **2. Organizational Capability (20 points)**

The application evidences the partners' technical resources, expertise, and capabilities for successfully implement the proposed program, to include:

- a. Proposed management structure for the partnership is articulated and feasible;
- b. Application demonstrates the advantages of all the organizations for developing and implementing the proposed program (why are they the right organizations?);
- c. Technical capabilities of the lead organization are adequately demonstrated in the application, and adequate evidence is provided about relevant organizational history, and past accomplishments from developing, implementing, and monitoring programs of similar type, scale, or complexity; and
- d. Lead applicant has demonstrated capacity to manage the administrative aspects of the partnership, including financial controls and visa/travel administration.

## **3. Personnel (15 points)**

The proposed Key Personnel will be evaluated on their ability to successfully implement the program and their relevant qualifications, to include:

- a. The proposed staffing plan and proposed personnel in both Indonesia and United States are complementary and appropriate for the proposed activities;
- b. Proposed Key Personnel have:
  - sufficient technical leadership experience to lead the development and implementation of the proposed program, including appropriate academic credentials and experience with effective program monitoring and evaluation techniques; and
  - adequate experience to oversee the administrative, contracting, financial, and logistical aspects of the proposed program;

## **4. Cost sharing and resource leverage (15 points)**

The proposal will be evaluated as to the resources mobilized and the appropriateness and clarity of the budget, to include:

- a. Application demonstrates additional resources from non-USAID sources that meet or exceed 30% of the resources being requested from USAID. Non-USAID resources may include cost sharing from the partner institutions; and additional resources from

other partners that are not institutions of higher education, such as businesses, foundations, and non-governmental organizations.

- b. Preference will be given to resource mobilization that helps ensure the sustainability and expanded impact of the partnership and results achieved.
- c. The extent to which the proposed budget is appropriate for the planned activities and results, and the proposed partnership can be achieved within the financial budget and time limits being proposed.

## **5. Past Performance (5 points)**

USAID will evaluate past performance on evidence of past achievement of successful results in the technical areas being proposed, as well as demonstrated experience in program monitoring and evaluation, timeliness, budgeting, and financial reporting.

- a. USAID's evaluation will focus on the applicant's record of conforming to contract/agreement requirements and to standards of good workmanship, record of forecasting and controlling costs, adherence to schedules, history of reasonable and cooperative behavior, commitment to customer satisfaction, business-like concern for the interest of the customer, and the competency of the personnel who worked on the contract/agreement.
- b. In cases where an applicant lacks relevant past performance experience or in which the information is not available, it will be at the discretion of the Agreement Officer to give a neutral rating.

## **6. Cost Evaluation**

Cost has not been assigned a score but will be evaluated for cost reasonableness, allocability, allowability, cost effectiveness, efficiency and realism, adequacy of budget detail and financial feasibility and cost sharing. While cost may be a determining factor in the final award(s) decision, especially between closely ranked applicants, the technical merit of applications is substantially more important under this APS. The percentage of funds spent on programming versus administrative costs will be taken into consideration, i.e. the cost of staff salaries, equipment, and facilities vs. costs of field activities and interventions that directly impact the target beneficiaries.

USAID will evaluate the Technical Application and Cost Application separately. Once the review of Technical Applications is complete, USAID will independently evaluate Cost Applications to include the cost-effectiveness, efficiency and realism of the Applicant's approach.

#### **D. RESPONSIBILITY DETERMINATION.**

Applicants may be required to submit additional documents to evidence its responsibility. These documents will include those deemed necessary by the Agreement Officer to make a determination of responsibility. The information submitted must substantiate that the Applicant:

- a. Has adequate financial, management and personnel resources and systems, or the ability to obtain such resources as required during the performance of the award;
- b. Has the ability to comply with the award conditions, taking into account all existing and currently prospective commitments of the Applicant, nongovernmental and governmental.
- c. Has a satisfactory record of performance. Past relevant unsatisfactory performance is ordinary sufficient to justify a finding of non-responsibility, unless there is clear evidence of subsequent satisfactory performance.
- d. Has a satisfactory record of integrity and business ethics; and
- e. Is otherwise qualified and eligible to receive an award under applicable laws and regulations (e.g. EEO).

An award will be made only when the Agreement Officer has made a positive determination that the Applicant possesses, or has the ability to obtain, the necessary management competence in planning and carrying out the assistance program and that it will practice mutually agreed upon methods of accountability for funds and other assets provided by USAID. For the organizations which have had no prior or few USAID awards, or organizations with outstanding audit findings, it may be necessary to perform a pre-award survey prior to Agreement Officer making this determination or establishing conditions under the award.

#### **E. PRE-AWARD SURVEYS (GRANT WORTHINESS ASSESSMENT)**

The Agreement Officer or the survey team's responsibility is to ensure that a Recipient has the necessary organization, experience, accounting and operational controls, and technical skills, or the ability to obtain them, in order to achieve the objectives of the program.

- (1) For a U.S. organization, the Agreement Officer applies the standards in 22 CFR 226, 22, to include CFR 226.20 (Financial and Program Management), 22 CFR 226.30 – 226.37 (Property Standards), 22 CFR 226.40 – 226-49 (Procurement Standards), and 22 CFR 226.50 – 226.53 (Reports and Records). To establish whether the prospective Recipient is responsible, the Agreement Officer or a representative must conduct a detailed analysis of the applicant's systems that addresses whether –
  - the Applicant's accounting, recordkeeping, and overall financial management systems meet the applicable standards in 22 CFR 226;

- the Applicant's system of internal controls, including segregation of duties, handling of cash, contracting procedures, personnel and travel policies, is reasonable and in accordance with the applicable cost principles;
- the Applicant's property management system, if applicable, meets the property standards in 22 CFR 226;
- the Applicant meets the responsibilities in OMB Circular A-133 for the administration and monitoring of subawards; and
- the Applicant's procurement system, if procurement is significant to the award, meets the standards set forth in 22 CFR 226.

(2) For a non-U.S. Applicant, although 22 CFR 226 does not directly apply, the Agreement Officer must use the standards of 22 CFR 226 in determining whether a prospective non-U.S. Recipient is responsible.

## **F. MANDATORY REQUIREMENTS**

### **F.1 EXECUTIVE ORDER ON TERRORISM FINANCING (FEB 2002)**

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 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.

### **F.2 FOREIGN GOVERNMENT DELEGATIONS TO INTERNATIONAL CONFERENCES (JAN 2002)**

Funds in this agreement may not be used to finance the travel, per diem, hotel expenses, meals, conference fees or other conference costs for any member of a foreign government's delegation to an international conference sponsored by a public international organization, except as provided in ADS Mandatory Reference "Guidance on Funding Foreign Government Delegations to International Conferences" or as approved by the Agreement Officer.

### **F.3 USAID DISABILITY POLICY (DEC 2004)**

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\\_usaid/disability/](http://www.usaid.gov/about_usaid/disability/).

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.

## **G. SPECIAL PROVISIONS**

### **G.1 HIRING OF GOVERNMENT OF INDONESIA (GOI) EMPLOYEES**

Honoraria may be paid to university employees and to members of research institutions who are GOI employees solely by virtue of their position in a university or research institution, carrying out project-related activities outside their normal duties where the normal practice of the GOI condones this type of additional work. [Only nominal and occasional payments of honoraria to other GOI employees under similar circumstances may be paid, provided such payments are clearly for functions outside their normal duties and do not take place during normal working hours or otherwise conflict with official duties in which case they are not considered salary supplements. Frequent recurring payments are prohibited except for university and research institution employees.]

### **G.2 COOPERATING COUNTRY NATIONALS (CCNs) EMPLOYED BY THE RECIPIENT TO WORK EXCLUSIVELY UNDER THIS USAID AGREEMENT**

The USAID-funded program implemented under this Cooperative Agreement is for a specified period as set forth in Attachment 1 – Schedule, Paragraph number 2, also referred to as the period of the Agreement. Accordingly, USAID considers Cooperating Country Nationals (CCNs) employed by the Recipient and working exclusively under this USAID Cooperative Agreement to be employed for a specified fixed period (a specified period employee). The Recipient, however, at its sole discretion, may employ CCNs and direct them to work exclusively under this Cooperative Agreement for an unspecified period (as a permanent employee), in accordance with allowances and provisions established under Indonesian law.

If the Recipient elects, at its sole discretion, to employ unspecified period CCNs, and directs them to exclusively work under this fixed period Cooperative Agreement, the Recipient (and not USAID) will be responsible for the payment of any benefits, severance or otherwise, that may be due and owing to such employees under Indonesian law if the Recipient then elects to terminate their employment at any time during this Cooperative Agreement.

The USAID Agreement Officer will review the termination costs of all unspecified period employees working under this project. All costs, associated with the Recipient's performance under this Cooperative Agreement will be reviewed for allowability and allocability in accordance with this Special Provision and relevant cost standards found in OMB Circular A-122 (Cost Principles for Non-Profit Organizations), OMB Circular A-21 (Cost Principles for Educational Institutions), and including, but not limited to Selected Items of Cost – Compensation for Personal Services, and 22 C.F.R. 226. These provisions apply to both prime recipients and their subawardees.