

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 USAID RFA#: RFA-OAA-10-000001 inscribed thereon, to:

(By U.S. Mail)

Thomas R. Carter, Coordinator Cooperative Development,
USAID/ODP/PVC
Ronald Reagan International Trade Center (RRB)
1300 Pennsylvania Avenue, NW, Room 6.7
Washington, DC 20523-6700
Email: thcarter@usaid.gov
Fax: (202) 216-3124

Applicants are advised that at the present time US Postal Service mail to USAID does not always work expeditiously. You may not wish to rely on this service if you wish to ensure timely delivery.

(By All Other Means of Delivery)<

USAID
Attn: Thomas R. Carter, Coordinator Cooperative Development
(202-712-5226)*
Ronald Reagan International Trade Center (RRB)
1300 Pennsylvania Avenue, NW, 14th Street Entrance
Washington, DC 20523-6700

* Please use guest phone at the USAID visitor desk.

In addition to delivery to USAID/ODP/PVC, each applicant **must** send a copy of its application to the respective USAID country mission(s), regional mission(s), or in the case of a USAID non-presence country(ies), to the regional bureaus) where program activity is planned. Annex I, "USAID Mission Addresses", includes names and addresses for missions and contact persons. However, mission mailing addresses are subject to change and applicants should verify that the applications were received by the mission(s) and applicable USAID/Washington bureaus. The full applications should be received by the mission(s)/bureau(s) **no later than February 12, 2010**. Applications should include technical and cost portions in one volume.

Following are the estimated dates of major procurement events:

Application Timeline

Date	Event
February 11, 2010	Deadline for application receipt by USAID country/regional missions and/or regional bureaus
February 12, 2010	Deadline for application receipt by USAID/ODP/PVC
March/April 2010	If required to make a final determination on award/s, oral reviews and/or work plan submissions
March/April, 2010	Applicants notified of decisions
May, 2010	Cooperative Agreements signed

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.

The preferred method of distribution of USAID procurement information is via the Internet. This RFA and any future amendments can be downloaded from the Grants.Gov Web Site. The World Wide Web Address is <http://www.grants.gov>. Select "Find Grant Opportunities" from the home page, then "Browse by Agency". Next select "Agency for International Development". Then sort by Opportunity Title (select "Cooperative Development Program") or "Close Date" (February 5, 2010). It is the responsibility of the recipient of the application document to ensure that it has been received from the INTERNET 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 C - Selection Criteria;
- (b) Section B - Grant Application Instructions;
- (c) Section A - Definitions and Acronyms, Program Background and Overview;
- (d) This Cover Letter.