



USAID | KYRGYZ REPUBLIC

FROM THE AMERICAN PEOPLE

Issue Date: May 13, 2021
Deadline for Questions: May 21, 2021
Closing Date for Submission of Concept Paper: June 14, 2021
Closing Time for Submission of Concept Paper: 09:00 am Bishkek time

Subject: Notice of Funding Opportunity (NOFO) Number: 72011521RFA00008
Program Title: Community Led Monitoring Activity in the Kyrgyz Republic

Federal Assistance Listing Number: 98.001

Ladies/Gentlemen:

The United States Agency for International Development (USAID) is seeking applications for a fixed amount award cooperative agreement from qualified entities to implement the Community Led Monitoring Activity in the Kyrgyz Republic. Eligibility for this award is restricted to qualified local organizations.

USAID intends to make an award to the applicant(s) who best meets the objectives of this funding opportunity based on the merit review criteria described in this NOFO subject to a risk assessment. Eligible parties interested in submitting an application are encouraged to read this NOFO thoroughly to understand the type of program sought, application submission requirements and selection process.

To be eligible for award, the applicant must provide all information as required in this NOFO and meet eligibility standards in Section C of this NOFO. This funding opportunity is posted on www.grants.gov, and may be amended. It is the responsibility of the applicant to regularly check the website to ensure they have the latest information pertaining to this notice of funding opportunity and to ensure that the NOFO has been received from the internet in its entirety. USAID bears no responsibility for data errors resulting from transmission or conversion process. If you have difficulty registering on www.grants.gov or accessing the NOFO, please contact the Grants.gov Helpdesk at 1-800-518-4726 or via email at support@grants.gov for technical assistance.

USAID may not award to an applicant unless the applicant has complied with all applicable unique entity identifier and System for Award Management (SAM) requirements detailed in Section D.6.f. The registration process may take many weeks to complete. Therefore, applicants are encouraged to begin registration early in the process.

Please send any questions to the point(s) of contact identified in Section D. The deadline for questions is shown above. Responses to questions received prior to the deadline will be furnished to all potential applicants through an amendment to this notice posted to www.grants.gov.

Issuance of this notice of funding opportunity does not constitute an award commitment on the part of the Government nor does it commit the Government to pay for any costs incurred in

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preparation or submission of comments/suggestions or an application. Applications are submitted at the risk of the applicant. All preparation and submission costs are at the applicant's expense.

Thank you for your interest in USAID programs.

Sincerely,

Leona Sasinkova
Supervisory Regional Agreement Officer

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SECTION A: PROGRAM DESCRIPTION

This funding opportunity is authorized under the Foreign Assistance Act (FAA) of 1961, as amended. The resulting award will be subject to 2 CFR 200 – Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, and USAID’s supplement, 2 CFR 700, as well as the additional requirements found in Section F.

1. OBJECTIVES

The objective of the Community-Led Monitoring (CLM) Activity is to conduct systematic and routine monitoring of facility and community service delivery sites that receive US Government President's Emergency Plan For AIDS Relief (PEPFAR) investments and establish community-driven rapid feedback loops to improve health service delivery and outcomes. The community-led monitoring activity will be expected to act in a subset of PEPFAR sites in Bishkek City, Chui Oblast and will be expanded to Osh City, and/or Osh Oblast in FY 22 if PEPFAR funding is available. A total of six (four community and two facility) community-led monitoring visits and follow-up advocacy and action sessions will be conducted in FY21 in Bishkek and Chui Oblasts. Targets for subsequent fiscal years will be negotiated as part of the work planning process.

2. BACKGROUND

a) General Background Information and Country Context

In the Kyrgyz Republic, an estimated 0.2 percent of the population is HIV positive (2018). The Kyrgyz HIV epidemic is concentrated, disproportionately affecting key population groups—that is, people who inject drugs (PWID), men who have sex with men (MSM) and female sex workers (FSW). The most recent prevalence estimates for these groups is 14.3 (PWID); 6.6 (MSM) and 2.0 (FSW) percent. The total population of people living with HIV (PLHIV) is estimated to be approximately 10,000 in 2021.

In collaboration with the government of the Kyrgyz Republic, multilateral partners, civil society organizations, and other development partners, PEPFAR aims to scale up essential HIV prevention and treatment services toward achievement of the UNAIDS 95-95-95 targets concentrating in PEPFAR focus areas. These focus geographic areas include: Bishkek City, Chui Oblast, Osh City, and Osh Oblast, and account for approximately 81 percent of PLHIV in the Kyrgyz Republic. The Kyrgyz Republic regional operating plan (ROP) for 2020 includes activities to implement key client-centered policies and practices through aggressive roll-out of differentiated service delivery, tenofovir/lamivudine/dolutegravir (TLD) transition, 6-month multi-month dispensing (MMD) and pre-exposure prophylaxis (PrEP), and antiretroviral therapy (ART) dispensing strategies—including community-based ART. More information about PEPFAR activities in Kyrgyz Republic and the UNAIDS 95-95-95 strategy can be accessed at the following links:

- [PEPFAR.gov](https://www.pepfar.gov)
- dec.usaid.gov

- <https://aidsinfo.unaids.org/>
- unaids.org/en or unaids.org/ru
- [ROP2020 SDS](#)

Despite significant investments in the HIV public health system over the last decade, barriers to achieving the 95-95-95 goals persist. According to the Ministry of Health Republican Medical Information Center, primary health care (PHC) organizations are still faced with a shortage of trained personnel to provide services to PLHIV. The lack of quality services is one of the reasons PLHIV stop taking ART and leads to low adherence, loss-to-follow-up and gaps in supervision, care and support.

Community-led monitoring is an approach meant to help address these quality gaps by supporting the development and use of evidence-based community feedback mechanisms. Through these feedback mechanisms, citizens will be able to voice their concerns about the quality and responsiveness of the HIV services they and their family members are receiving. These concerns will be used for advocacy and quality improvement conversations with health service providers, ultimately leading to more responsive HIV service provision and richer collaboration between service users and service providers. PEPFAR believes that increasingly responsive service provision will also facilitate higher levels of HIV detection, enrollment on treatment, and retention on treatment — the key elements of HIV epidemic control. PEPFAR guidance for CLM states that CLM should be:

- Routine and regular, with follow up and continuous improvement
- Focused at the site-level to identify specific service-delivery issues at specific clinical and/or community-based sites, as opposed to describing the service delivery system and its challenges more generally
- Action-oriented: the expected outcome is not just to identify and document service-delivery barriers/challenges/issues but follow-up to ensure that issues are addressed, services improve, and lessons learned/best practices are thoroughly documented
- Not replicate data that are already collected through other systems
- Be led by the community: community partners need to be the ones who define the measures of service “quality”
- Productive, collaborative, respectful, and solutions-oriented
- Conducted by independent, local community organizations (current recipients of PEPFAR funding are not eligible)

b) Development Challenge

As outlined in the mission’s Country Development and Coordination Strategy (2020-2025) Intermediate Result 2.2, serious gaps exist in Kyrgyz Republic in terms of equitable access to quality health services, most specifically with respect to the Ministry of Health’s planning, management, and procurement practices (Sub-IR 2.2.1), healthcare worker capability to meet international standards of service delivery (Sub-IR 2.2.2), and gaps in case detection and treatment adherence of infectious diseases (Sub-IR 2.2.3).

The CLM Activity will respond to these challenges by serving as a process through which health

service users can actively participate in improving the quality of care across the larger health care system. PEPFAR believes this type of beneficiary engagement can enhance case detection, treatment, and retention for people living with HIV.

Gender concerns are another key component of the USAID Country Development and Coordination Strategy. The strategy contains a cross-cutting Gender IR, “Gender disparities that inhibit key development outcomes reduced.” In the HIV sector, gender-based violence (GBV) is a major issue that increases risk of HIV transmission and can reduce access to and use of essential health services, undermining an effective response to HIV/AIDS infection. For example, a [WINGS study by Columbia University in Kyrgyz Republic \(2017\)](#) on violence among women who use or inject drugs, showed 73% of women reporting any physical or sexual IPV victimisation, and 60% reported any physical or sexual GBV victimisation in the past year. Many of them (71 percent) did not seek care, while 24.4 percent were actively prevented from seeking care by their partner and/or family. This tragic familial situation is exacerbated by systemic gender inequities in the health and justice sectors. A [baseline assessment supported by Global Fund \(2018\)](#) on human rights related barriers to HIV and TB services in Kyrgyzstan identified multiple issues affecting PLHIV and Key Populations, including illegal police practices and police harassment, stigma and discrimination (including from health workers), and punitive laws and policies that impede access to health and social services. These results were supported by the [USAID-funded Stigma Index study \(2017\)](#), which identified healthcare providers and family members/partners as the main sources of stigma and discrimination towards PLHIV. These concerns can be particularly pronounced among the gay and transgender community, who are frequently the targets of violence, abuse, and victimization according to the [2020 US Embassy Human Rights Report for Kyrgyz Republic](#).

c) Relationship to Other USAID Activities and Other Donor or Government the of Kyrgyz Republic Funded Programs

The CLM Activity is required to be independent from HIV service providers receiving PEPFAR support. Given this requirement for independence, the CLM Activity cannot be implemented by a current PEPFAR implementing partner or their subpartners; however, the CLM activity will be encouraged to collaborate with PEPFAR implementing partners, most notably USAID/Epidemic Control (USAID/EpiC) and Centers for Disease Control and Prevention/ International Center for AIDS Care and Treatment Program (CDC/ICAP), given it will be monitoring their programs. Moreover, it is expected that the CLM implementing partner will receive training from USAID/EpiC in the process of CLM and the use of a nationally validated CLM assessment tool - this tool will be produced under the EpiC mechanism in FY 2021.

Global Fund sub-recipients will also be rolling out Community Led Monitoring efforts in FY 2022, and the PEPFAR CLM partner will be expected to coordinate closely and avoid duplication of these interventions. Additional key stakeholders that should participate in the monitoring process will include representatives of the Ministry of Health and Republican AIDS and Narcology Centers, members of the Key Populations community, civil society organizations, UNAIDS, as well as the USG/PEPFAR team.

The CLM Activity is expected to collaborate closely with the following programs and stakeholders:

1. Meeting Targets and Maintaining Epidemic Control/*EpiC (FHI 360)*

EpiC is a USAID-funded PEPFAR partner, focusing on community-level service delivery and working on the following objectives: increased detection of HIV cases through expanded active case finding and expanded testing modalities; expanding PrEP to new groups and strengthening linkage to opioid substitution therapy services; increased treatment initiation and viral load suppression through differentiated service delivery models for ART provision and community-based case management; development and roll-out of a social behavior change strategy to improve testing and understanding about the importance of viral load suppression; strengthening the data collection and analysis systems of subpartners; provision of national-level TA on health system-level issues and institutionalization of successful approaches and best practices, such as HIV financing and social contracting, the establishment of Health Trustee Boards, and strengthening the role of CSOs.

EpiC will be a key PEPFAR partner collaborating with the CLM Activity, particularly in the early stages of CLM implementation. EpiC has a rich experience in CLM in multiple countries and will be drawing on this experience to facilitate the development of a national CLM tool. CLM implementing partners and the broader HIV stakeholder community will be encouraged to consult with EpiC around CLM advocacy and other processes. For instance, the Global Fund will also be a key participant in the tool development process. EpiC will transition the CLM tool as well as facilitation responsibilities to the CLM mechanism during the CLM Activity's first year of implementation, while also continuing to serve as a resource for technical assistance and/or other follow-on training as needed. However, the CLM and EpiC mechanisms are to be considered strictly independent of each other. This is critical as the CLM Activity is expected to include the service delivery of EpiC's community cadres, such as peer navigators, in the scope of its monitoring. The CLM Activity will also be expected to work with the Meeting Targets and Maintaining Epidemic Control (EpiC) activity to conduct a small gender analysis in this space and incorporate additional findings into the first-year work plan.

[EpiC FY 2020 Q4 Report](#)

2. International Center for AIDS Care and Treatment Program/*ICAP (Columbia University)*

ICAP is a CDC-funded PEPFAR partner, working with the Ministry of Health to support prevention, care, and treatment for key populations living with HIV. Since 2010, ICAP has been providing technical assistance and implementation support to the Republican, Oblast, and City AIDS Centers and their laboratories, Family Medicine Centers, and the Republican, Oblast, and City Narcology centers to strengthen HIV care and treatment, opioid substitution therapy (MAT) for people who inject drugs, and HIV surveillance. ICAP's main strategies in Kyrgyzstan and Central Asia include the following: assist MOH to develop, scale up, monitor, and sustain (1) effective models of HIV case finding and linkage to treatment among high HIV prevalence populations; (2) effective models of HIV prevention, ART retention, and adherence support; and

(3) effective strategic information systems.

Currently ICAP is providing technical support to strengthen facility-based HIV prevention, care, support, and treatment services, including improvement of HIV-related laboratory services and MAT, and to strengthen and expand strategic information systems and improve the use of such systems. Special focus is placed on activities targeting PLHIV, and key populations, namely people who inject drugs (PWID) and men who have sex with men (MSM), the group that is most affected by the HIV epidemic in this country and region.

The CLM Activity will include the services offered by ICAP-supported service providers in its monitoring and will be expected to liaise with ICAP in order to facilitate the beneficiary feedback process. ICAP can assist the Family Medicine Centers in establishing health clinic committees along with RAC and other partners.

[ICAP website](#)

3. *Republican AIDS Center (RAC)*

RAC is CDC's government partner to implement HIV/AIDS prevention, care and treatment programs in the Kyrgyz Republic. The CDC/PEPFAR-funded Cooperative Agreement (CoAg) works to build the capacity of RAC to lead and sustain the national HIV program. The objectives and activities in CoAg are intended to increase the capacity of the RAC in the KR by instituting systems to maintain high quality of services.

Stigma and discrimination against PLHIV and Key Populations as well as low quality service provision are important barriers throughout the continuum of care. The RAC CoAg aims to increase the number of new cases of PLHIV/PWID diagnosed, linked to care, and started on life-long treatment. To achieve these goals, the RAC will improve quality assurance and quality control along the entire continuum of care, and improve the counselling skills of service providers to support ART adherence in patients, particularly through adherence support training.

The objectives and activities of the CoAg are the logical continuation of past accomplishments and are in line with the current National HIV program activities being implemented by RAC (and other centers within the MOH), and other partners, including ICAP.

Within current year funding, RAC will conduct an integrated biobehavioral survey among PWID and MSM in accordance with international recommendations and existing experience (the last integrated biobehavioral survey was conducted in 2016 among PWID, MSM, FSW and prisoners). RAC will also implement the MoH order on HIV services decentralization to primary healthcare facilities; specifically RAC will oversee the gradual transition of HIV services to primary healthcare, implement updated HIV clinical guidelines/protocols among healthcare organizations, and strengthen professional development of RAC and oblast level AIDS centers staff. RAC-supported Family Medicine Centers have nurses who also provide community care with support from the ICAP "Support4Health" project. In addition, RAC aims to increase implementation of pre-exposure prophylaxis, introduce recency testing into the national testing

algorithm, support continuous quality improvement of pre-analytical stage HIV testing nationwide; and improve the strategic information component of the national HIV program and plan, including by using electronic HIV case management system (EHCMS) to conduct data quality assurance activities.

The CLM Activity will include the services offered by RAC-supported service providers in its monitoring.

[RAC website](#)

4. *Republican Narcology Center (RNC)*

RNC is a Centers for Disease Control and Prevention (CDC)-funded PEPFAR partner focusing on prevention and harm reduction activities with main focus to implementation of medication-assisted treatment (MAT) and needle-syringe exchange programs (NSP) in the country. RNC is also a sub-recipient of the Global Fund grant for harm-reduction in the country; it implements this grant in both civilian and prison settings. The RNC's MAT program provides integrated MAT, anti-retroviral treatment, HIV testing and counseling services, and TB services (or "One-Stop-Shops") in 24 civilian and prison MAT sites. With Global Fund's support, the RNC is integrating the needle-syringe exchange component into their program. RNC is working in close partnership with RAC to provide integrated MAT and antiretroviral treatment to PLHIV who inject drugs; this has been very successful and led to increased viral load suppression -- from 64.6% in 2019 to 93% to date. Currently, RNC is beginning to pilot the provision of Index Testing at MAT sites and the provision of pre-exposure prophylaxis for injecting drug users at significant risk and who are already enrolled in MAT and/or NSP services.

RNC can assist the CLM Activity in establishing health clinic CLM committees at Medication-Assisted Treatment (MAT) sites.

[RNC Website](#)

5. *Global Fund (GF/UNDP)*

The Global Fund is the major provider of resources in the HIV donor landscape, accounting for 71 percent of donor support for HIV in Kyrgyz Republic. Global Fund provides support for HIV care and treatment, HIV testing, prevention, support to orphans and vulnerable children, and health systems strengthening. As part of its 2020 Global Fund grant application, Kyrgyz Republic committed to enhancing engagement of key populations in the Ministry of Health boards of trustees -- public councils involved in the implementation of the national HIV and TB programs -- in order to support community monitoring approaches. The Global Fund plans to expand community monitoring and train community leaders and members on this approach, with the goal of ensuring meaningful engagement in the evaluation of the quality and accessibility of services as well as the use of a rights-based approach.

The Community Led Monitoring Activity should ensure alignment with the community-led monitoring approaches in use by Global Fund, with the hope that both PEPFAR and Global Fund

will use similar (if not the same) tools and processes. For example, the Breaking Down Barriers initiative under the Global Fund's 2018-2020 Matching Fund supported some community monitoring and action approaches, such as the "Emergency Response Team," which linked street lawyers to community advocates. A recent Global Fund investment evaluation report (2021) indicated some regional differences in approaches, and noted limited impact in terms of decreased stigma and discrimination towards key populations.

Global Fund [Breaking Down Barriers Initiative](#)

3. RESULTS

a) Description of Objective

As stated in section 1.1 above, the objective of the Community-Led Monitoring (CLM) Activity is to conduct routine monitoring that will target communities who are beneficiaries of USG PEPFAR investments, notably those outlined in section 2(b). Specifically, the CLM Activity shall, on a routine basis:

1. Facilitate a community-led approach to assessing the quality of services received and the satisfaction level of clients/beneficiaries with these services
2. Create pathways for translating assessment findings into a follow-up action plan
3. Deploy this action plan in order to encourage health service providers to improve the quality and satisfactoriness of their services.

It is expected that this cycle will be routine rather than one-off and will focus on the barriers and enablers of clients' access to PEPFAR services (both clinical and community-based) producing action-oriented conclusions on how USG PEPFAR services can be improved.

The community-led monitoring activity will be expected to act in a subset of PEPFAR sites in Bishkek City, Chui Oblast, Osh City, and/or Osh Oblast. In FY22, a total of six community-led monitoring visits and follow-up advocacy and action sessions will be conducted in total across Bishkek City and Chui Oblast. In FY23, the CLM will be expanded to Osh and Osh Oblast, and the total of six community-led monitoring visits and follow-up advocacy and action sessions will be conducted in Osh and Osh Oblast and continue with four visits in Bishkek and Chui Oblast. Thus, in FY23, the CLM activity will conduct ten community-led monitoring visits and follow-up advocacy and action sessions across Bishkek City, Chui Oblast, Osh, and Osh Oblast. In FY24, the CLM activity will conduct another round of ten community-led monitoring visits and follow-up advocacy and action sessions across Bishkek City, ChuiOblast, Osh, And Osh.

b) Milestones

The CLM Activity will be a milestone-based agreement. The following milestones will be valid for the first, second, and third year of implementation and assessed according to the following validation criteria on a quarterly basis.

Validation criteria, associated Monitoring, Evaluation, and Learning Plan indicators, payment

schedule, and details on how the milestone will be achieved will be included in the work plan and approved on an annual basis by the AOR. In addition, targets for the milestones below will need to be included in the partner’s Monitoring, Evaluation and Learning Plan; achievement of a particular target per these milestones will not be tied to milestone completion/milestone payment during Year 1, although this approach may be considered in subsequent years. The draft Deliverables/Verification Documentation will be submitted to the AOR for an initial review before formal submission for payment occurs.

Illustrative Milestones

	Milestone Name/ Description of the milestone	Deliverables/Verification Documentation	Completion Date	Milestone Amount
1	Key staff hired; Initial Work Plan (including subsequent Years 2-3); Monitoring Evaluation and Learning Plan; Gender Analysis	<ol style="list-style-type: none"> 1. Contracts with the key program staff signed and AOR notified via email 2. Work Plan (including Years 2-3) developed and submitted for AOR approval 3. MELP developed and submitted for AOR approval 4. Gender Analysis conducted and report submitted to AOR 	Within 45 days after start of award	-

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2	Training for M&E coordination group on Community-lead monitoring (CLM) assessment tool	<ol style="list-style-type: none"> 1. List of M&E coordination group members discussed with the AOR. 2. Training of M&E coordination group on CLM assessment tool conducted and brief report submitted to AOR 3. Training data submitted to TEAMS 4. Year One schedule of six CLM monitoring visits in Bishkek and Chui Oblast developed and submitted for AOR approval 	By December 31, 2021 (End of Q1)	-
3	Year One Quarter 1 Performance Report	Year One Quarter 1 Performance Report submitted to AOR	By January 31, 2022	-
4	Year One Quarter 2 CLM monitoring visits (2 visits)	<ol style="list-style-type: none"> 1. Quarter 2 CLM M&E visits conducted according to the annual schedule approved by AOR and report of findings and recommendations submitted to AOR 2. Quarter 2 CLM M&E visits results sharing meeting with PEPFAR team and other national level stakeholders, 	By March 31, 2022 (End of Q2)	-

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		such as Republican AIDS Center (RAC) and Global Fund (GF) conducted		
5	Year One Quarter 2 Performance Report	Year One Quarter 2 Performance Report submitted to AOR	By April 30, 2022	-
6	Year One Quarter 3 CLM monitoring visits (2 visits)	<p>1. Quarter 3 CLM M&E visits conducted according to the annual schedule approved by AOR and report of findings and recommendations submitted to AOR</p> <p>2. Quarter 3 CLM M&E visits results sharing meeting with PEPFAR team and other national level stakeholders, such as Republican AIDS Center (RAC) and Global Fund (GF) conducted</p>	By June 30, 2022 (End of Q3)	-
7	Year One Quarter 3 Performance	Quarter 3 Performance Report submitted to AOR	By July 31, 2022	-

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	Report			
8	Year One Quarter 4 CLM monitoring visits (2 visits)	Quarter 4 CLM M&E visits conducted according to the annual schedule approved by AOR and report of findings and recommendations submitted to AOR	By September 30, 2022 (End of Q4)	-
9	CLM End-of- Year One Stock-taking and results sharing meeting	CLM End-of-Year One Stock-taking and results sharing meeting with PEPFAR team and other national level stakeholders, such as Republican AIDS Center (RAC) and Global Fund (GF) conducted and final report submitted for AOR review	By September 30, 2022 (End of Q4)	-
10	Annual Year One Report (including Quarter 4) Performance Report	Annual Year One Report (including Quarter 4) Performance Report submitted to AOR	By October 31, 2022	-

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11	Year Two Quarter 1 CLM monitoring visits	<ol style="list-style-type: none"> 1. Year Two schedule of ten CLM monitoring visits expanded to Osh and Oblast and including Bishkek and Chui Oblast developed and submitted for AOR approval 2. Quarter 1 CLM M&E visits conducted according to the annual schedule approved by AOR and report of findings and recommendations submitted to AOR 3. Quarter 1 CLM M&E visits results sharing meeting with PEPFAR team and other national level stakeholders, such as Republican AIDS Center (RAC), Osh City AIDS Center, and Global Fund (GF) conducted 	By December 31, 2022 (End of Q2)	-
12	Year Two Quarter 1 Performance Report	Year Two Quarter 1 Performance Report submitted to AOR	By January 31, 2023	-

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13	Year Two Quarter 2 CLM monitoring visits	<p>1. Quarter 2 CLM M&E visits conducted according to the annual schedule approved by AOR and report of findings and recommendations submitted to AOR</p> <p>2. Quarter 1 CLM M&E visits results sharing meeting with PEPFAR team and other national level stakeholders, such as Republican AIDS Center (RAC), Osh City AIDS Center, and Global Fund (GF) conducted</p>	By March 31, 2023 (End of Q2)	-
14	Year Two Quarter 2 Performance Report	Year Two Quarter 2 Performance Report submitted to AOR	By April 30, 2023	-
15	Year Two Quarter 3 CLM monitoring visits (2 visits)	<p>1. Quarter 3 CLM M&E visits conducted according to the annual schedule approved by AOR and report of findings and recommendations submitted to AOR</p> <p>2. Quarter 3 CLM M&E visits results sharing meeting with PEPFAR team and other national level stakeholders, such as Republican AIDS Center (RAC) and Global</p>	By June 30, 2023 (End of Q3)	-

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		Fund (GF) conducted		
16	Year Two Quarter 3 Performance Report	Year Two Quarter 3 Performance Report submitted to AOR	By July 31, 2022	-
17	Year Two Quarter 4 CLM monitoring visits (2 visits)	Quarter 4 CLM M&E visits conducted according to the annual schedule approved by AOR and report of findings and recommendations submitted to AOR	By September 30, 2023 (End of Q4)	-
18	CLM End-of-Year Two Stock-taking and results sharing meeting	CLM End-of-Year Two Stock-taking and results sharing meeting with PEPFAR team and other national level stakeholders, such as Republican AIDS Center (RAC) and Global Fund (GF) conducted and final report submitted for AOR review	By September 30, 2023 (End of Q4)	-

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19	Annual Year Two Report (including Quarter 4) Performance Report	Annual Year Two Report (including Quarter 4) Performance Report submitted to AOR	By October 31, 2023	-
20	Year Three Quarter 1 CLM monitoring visits	<ol style="list-style-type: none"> 1. Year Three schedule of ten CLM monitoring visits (Bishkek, Chui Oblast, Osh, Osh Oblast) developed and submitted for AOR approval 2. Quarter 1 CLM M&E visits conducted according to the annual schedule approved by AOR and report of findings and recommendations submitted to AOR 3. Quarter 1 CLM M&E visits results sharing meeting with PEPFAR team and other national level stakeholders, such as Republican AIDS Center (RAC), Osh City AIDS Center, and Global Fund (GF) conducted 	By December 31, 2023 (End of Q2)	-
21	Year Two Quarter 1 Performance	Year Three Quarter 1 Performance Report submitted to AOR	By January 31, 2024	-

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	Report			
22	Year Three Quarter 2 CLM monitoring visits	<p>1. Quarter 2 CLM M&E visits conducted according to the annual schedule approved by AOR and report of findings and recommendations submitted to AOR</p> <p>2. Quarter 2 CLM M&E visits results sharing meeting with PEPFAR team and other national level stakeholders, such as Republican AIDS Center (RAC), Osh Oblast AIDS Center, and Global Fund (GF) conducted</p>	By March 31, 2024 (End of Q2)	-
23	Year Three Quarter 2 Performance Report	Year Three Quarter 2 Performance Report submitted to AOR	By April 30, 2024	-
24	Year Three Quarter 3 CLM monitoring visits (2 visits)	<p>1. Quarter 3 CLM M&E visits conducted according to the annual schedule approved by AOR and report of findings and recommendations submitted to AOR</p> <p>2. Quarter 3 CLM M&E</p>	By June 30, 2024 (End of Q3)	-

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		visits results sharing meeting with PEPFAR team and other national level stakeholders, such as Republican AIDS Center (RAC) and Global Fund (GF) conducted		
25	Year Two Quarter 3 Performance Report	Year Two Quarter 3 Performance Report submitted to AOR	By July 31, 2024	-
26	Year Two Quarter 4 CLM monitoring visits (2 visits)	Quarter 4 CLM M&E visits conducted according to the annual schedule approved by AOR and report of findings and recommendations submitted to AOR	By September 30, 2024 (End of Q4)	-

27	CLM FINAL Stock-taking and results sharing meeting and FINAL Report Performance Report	<p>1. CLM FINAL Stock-taking and results sharing meeting with PEPFAR team and other national level stakeholders, such as Republican AIDS Center (RAC), Osh Oblast AIDS Center and Global Fund (GF) conducted and final report submitted for AOR review</p> <p>2. FINAL Report Performance Report submitted to AOR</p>	By September 30, 2024 (End of Q4)	-
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c) Development Hypothesis

It is hypothesized that by establishing a continuous quality improvement process at PEPFAR facility and community sites and ensuring the development of feedback loops and action/response mechanisms, the CLM Activity will promote improved access to high quality services at facility and community levels, increase HIV detection and subsequently enrolment and retention on treatment, and ultimately lead to the integration of routine community-based quality improvement/quality assurance initiatives into the Kyrgyz Republic’s health system.

d) Assumptions

Successful implementation of this activity assumes:

- Prioritization of community-led monitoring by the Kyrgyz Republic, in line with its Global Fund commitments
- Interest and engagement of community members to undertake monitoring
- Interest and engagement of community members in providing feedback on services
- Improved quality of HIV services provided

4. ACTIVITY PARAMETERS

a) Target Beneficiaries

Target beneficiaries will comprise HIV service clients (under EpiC, ICAP, RAC, and RNC) in the four target oblasts, as well as community stakeholder groups, PEPFAR service providers, and

health system decision makers.

b) Geographic Focus

Beneficiaries will be located in a subset of health facility catchment areas (to be determined by USAID in consultation with the Activity as part of the work planning process) within the PEPFAR target oblasts of Bishkek, Chui, Osh City, and Osh.

c) Sustainability and Self-Reliance

The ability of local actors to assess their own needs, successes, and failures is a key element in building a nation's development capacity and deepening its commitment to chosen programmatic approaches and results. CLM -- with its focus on establishing community-led and -directed quality assurance platforms and feedback loops, while simultaneously building the capacity of a local organization to facilitate these processes-- is key to advancing the Kyrgyz Republic's journey to self-reliance. The CLM Activity also aligns with the Agency's Acquisition and Assistance strategy; the prime partner will perform as a local entity.

d) Gender and Social Inclusion

The CLM activity will undertake an abbreviated-level gender analysis prior to work planning. Therefore, the Activity Manager will ensure the mandatory gender analysis described in Chapter 205 section 205.3.5 Gender Analysis and Integration in Activity Design of the Automated Directives System (ADS) will be completed before the First Year Work Plan is approved.

The CLM Activity should ensure monitoring of evidence-based GBV prevention and social inclusion activities at PEPFAR supported SNUs. This aligns with the Agency's Gender Strategy and PEPFAR's ROP21 guidance. These activities include interventions aimed at strengthening and integrating GBV prevention and clinical post-violence response services into the HIV cascade during HIV prevention interventions (PrEP), HIV testing (particularly index testing, recency testing, and partner notification), and HIV care and treatment.

e) General Implementation Approach

Implementation should correspond to the community-led monitoring principles outlined in Section 2(a) above. Implementation should be collaborative, with a particular focus on collaboration with the actors laid out in Section 2(c). In addition, the CLM Activity will be subject to any revisions of the PEPFAR policies and guidance on CLM that may be issued in the future; these updates are supplied to missions annually as part of the Regional Operational Plan process and will be communicated to CLM Activity promptly.

f) Collaboration, Learning and Adapting

As part of the initial work planning process, the CLM Activity will consult with its principal collaborators (as outlined in Section 2(c) above). As part of this collaboration with PEPFAR-

financed implementing partners, representatives of the community and facility PEPFAR partners will participate in one of the first data validation meetings for each geographic area to make sense of and systematize the data. This meeting can be an opportunity for these stakeholders to discuss and agree upon corrective actions that will be presented to PEPFAR and other decisions makers.

The CLM Activity will refine its approaches and tools in response to any challenges, bottlenecks, or other implementation constraints observed. The CLM Activity will also contribute to mission learning on locally led development initiatives and may be asked to participate in mission learning agenda activities, such as community conversations, portfolio review exercises, panel discussions, or other mission-led learning activities.

The final CLM end-of-year stock-taking and results sharing meeting is an opportunity to [“pause and reflect”](#) and refine approaches for the coming year. This meeting should include a presentation of successes and analysis of areas to improve. This meeting should adopt an [appreciative inquiry approach](#) and include beneficiaries, service providers, and coordination group members, potentially as panelists, to discuss strengths and opportunities for improvement from their perspectives.

5. INTERVENTIONS

Interventions will be clustered under the milestones outlined in Section 3(b) above. Annually, the partner will be expected to:

- Participate in an annual kick-off meeting with the PEPFAR team and USAID AOR to define annual goals, indicators, and milestones
- Develop a Work Plan for the life of the project, and associated Monitoring, Evaluation, and Learning Plan corresponding to PEPFAR ROP priorities and the discussions from the kick-off meeting
 - Suggested the Work Plan and MEL Plan formats can be found here: <https://www.usaid.gov/vietnam/tools-usaid-partners>
 - In the first year, it is expected that the partner will coordinate with EpiC/FHI-360 to conduct a small gender analysis and incorporate any relevant findings into the Work and MEL Plans.
- Establish Monitoring and Evaluation (M&E) coordination groups (in the first year) or reassess TORs and update membership of the coordination groups (in subsequent years)
 - Consider establishing M&E coordination groups that could become a permanent site-level reporting structure, for instance, consider how to establish and/or build off of existing health facility structures, such as, e.g., Trustee Boards or others
 - In subsequent years, the CLM Activity shall consider how to make these M&E coordination groups independent and sustainable at site level
- Conduct a training of M&E coordination groups on the CLM assessment tool and any

updates to the tool.

- Schedule monitoring visits in target oblasts
- Conduct monitoring visits on a quarterly basis
- Complete the assessment tools with the community and with service providers based on the monitoring visits
- Host an interface meeting with community members to finalize assessment results and develop the action plan
- Conduct follow-up activities based on the action plan
- Document results and any lessons learned

[END OF SECTION A]

SECTION B: FEDERAL AWARD INFORMATION

1. Estimate of Funds Available and Number of Awards Contemplated

USAID intends to award one Fixed Amount Cooperative Agreement pursuant to this notice of funding opportunity. Subject to funding availability and at the discretion of the Agency, USAID intends to provide \$160,000 in total USAID funding, over a three-year period.

2. Start Date and Period of Performance for Federal Awards

The anticipated period of performance is three years. The estimated start date will be October 1, 2021.

3. Substantial Involvement

a. Approval of the Recipient's Work Plans:

USAID requires the approval of work plans annually to ensure alignment with stated goals, milestones and outputs. This work plan will be developed in partnership between the recipient and the Agreement Officer's Representative (AOR) team. The AOR will ensure that the work plan includes activities for the following years and fits within the scope, terms and conditions of the agreement.

b. Approval of Specified Key Personnel:

Key personnel positions will require USAID's approval.

c. USAID Collaboration or Joint Participation:

USAID and the recipient may collaborate for the transfer of technical knowledge related to PEPFAR operating procedures and Global Fund activities.

4. Authorized Geographic Code

The geographic codes for the procurement of commodities and services under this program are Code 937 (the United States, the recipient country, and developing countries other than advanced developing countries, but excluding any country that is a prohibited source) and 110 (the United States, the independent states of the former Soviet Union, or a developing country, but excluding any country that is a prohibited source).

5. Nature of the Relationship between USAID and the Recipient

The principal purpose of the relationship with the Recipient and under the subject program is to transfer funds to accomplish a public purpose of support or stimulation of the Community Led Monitoring Activity which is authorized by Federal statute. The successful Recipient will be

responsible for ensuring the achievement of the program objectives and the efficient and effective administration of the award through the application of sound management practices. The Recipient will assume responsibility for administering Federal funds in a manner consistent with underlying agreements, program objectives, and the terms and conditions of the Federal award.

6. Selection of Instrument

An Assistance Instrument, specifically a Fixed Amount Cooperative Agreement awarded to a qualified local organization, was selected as the implementing mechanism. A fixed amount award is a good fit because the program scope includes multiple, step-wise, measurable goals and objectives and there is existing experience within the country and globally to adequately cost the amount required to achieve each objective. A cooperative agreement will be used because substantial involvement is anticipated. The main purpose of this activity is to stimulate the creation of a quality improvement feedback loop for the public health sector. This quality improvement mechanism should, therefore, be community-owned and led and this is why the award will be made to a local organization.

It is the Agency priority to help countries build their own local quality improvement and assurance mechanisms by providing Federal financial assistance to development actors who merit federal support or assistance by reason of their mission, programs, and activities in a Program Area for which the Agency has funding. Through the provision of Community Led Monitoring services, the Agency intends to support local development actors in the HIV sector who will help advance sector outcomes by carrying out their mission, programs, and activities in a manner that advances sustainable development in the Program Area.

[END OF SECTION B]

SECTION C: ELIGIBILITY INFORMATION

1. Eligible Applicants

Eligibility for this NOFO is restricted to local organizations.

The registered non-commercial, non-governmental civil society organizations (e.g. public foundations, public associations and associations of legal entities) in Kyrgyz Republic are eligible to apply. Alternatively, applicants must demonstrate the ability to quickly apply for registration in the Kyrgyz Republic in accordance with the laws and decrees in the Kyrgyz Republic. These organizations cannot be current recipients of PEPFAR funding.

Only local organizations as defined below are eligible for award. USAID defines a “local entity” as an individual, a corporation, a nonprofit organization, or another body of persons that:

- (1) Is legally organized under the laws of the Kyrgyz Republic; and
- (2) Has as its principal place of business or operations in the Kyrgyz Republic; and
- (3) Is majority owned by individuals who are citizens or lawful permanent residents of the Kyrgyz Republic; and
- (4) Is managed by a governing body the majority of who are citizens or lawful permanent residents of the Kyrgyz Republic.

For purposes of this section, ‘majority owned’ and ‘managed by’ include, without limitation, beneficiary interests and the power, either directly or indirectly, whether exercised or exercisable, to control the election, appointment, or tenure of the organization's managers or a majority of the organization's governing body by any means.

USAID encourages applications from organizations that have not previously received financial assistance from USAID.

2. Cost Sharing or Matching

There is no cost share requirement for award issued under this NOFO.

3. Other

There is a limit of no more than one application an applicant may submit under this Notice of Funding Opportunity.

[END OF SECTION C]

SECTION D: APPLICATION AND SUBMISSION INFORMATION

1. Agency Point of Contact

Primary: Ms. Aliya Baioralova
Acquisition and Assistance Specialist

Secondary: Ms. Leona Sasinkova
Supervisory Regional Agreement Officer

Address: USAID/Central Asia
41 Kazibek Bi Street
050010 Almaty, Kazakhstan

Email: AlmatyAASolicitations@usaid.gov

2. Questions and Answers

Questions regarding this NOFO should be submitted **in writing** to the points of contact and email address above no later than the date and time indicated on the cover letter, as amended. Answers and all questions received by such time from emails will be posted publicly on the listing for this opportunity on www.grants.gov. Any information given to a prospective applicant concerning this NOFO will be furnished promptly to all other prospective applicants as an amendment to this NOFO, if that information is necessary in submitting applications or if the lack of it would be prejudicial to any other prospective applicant.

3. General Content and Form of Application

The Government intends to award one (1) fixed amount award cooperative agreement. The proposed estimated total amount may not exceed \$160,000. The period of performance is not expected to exceed three years.

Preparation of Applications:

Each applicant must furnish the information required by this NOFO. Applications must be submitted in two separate parts: the Technical Application and the Business (Cost) Application. This subsection addresses general content requirements applying to the full application. Please see subsections 5 and 6, below, for information on the content specific to the Technical and Business (Cost) applications. The Technical application must address technical aspects only while the Business (Cost) Application must present the costs, and address risk and other related issues.

Both the Technical and Business (Cost) Applications must include a cover page containing the following information:

- Name of the organization(s) submitting the application;

- Identification and signature of the primary contact person (by name, title, organization, mailing address, telephone number and email address) and the identification of the alternate contact person (by name, title, organization, mailing address, telephone number and email address);
- Program name
- Notice of Funding Opportunity number
- Name of any proposed sub-recipients or partnerships (identify if any of the organizations are local organizations, per USAID's definition of 'local entity' under ADS 303).

Any erasures or other changes to the application must be initialed by the person signing the application. Applications signed by an agent on behalf of the applicant must be accompanied by evidence of that agent's authority, unless that evidence has been previously furnished to the issuing office.

Applicants may choose to submit a cover letter in addition to the cover pages, but it will serve only as a transmittal letter to the Agreement Officer. The cover letter will not be reviewed as part of the merit review criteria.

Applications must comply with the following:

- USAID will not review any pages in excess of the page limits noted in the subsequent sections. Please ensure that applications comply with the page limitations.
- Written in English
- Use standard 8 ½" x 11", single sided, single-spaced, 12 point Times New Roman font, 1" margins, left justification and headers and/or footers on each page including consecutive page numbers, date of submission, and applicant's name.
- 10 point font can be used for graphs and charts. Tables however, must comply with the 12 point Times New Roman requirement.
- Submitted via Microsoft Word or PDF formats, except budget files which must be submitted in Microsoft Excel.
- The estimated start date identified in Section B of this NOFO must be used in the cost application.
- The technical application must be a searchable and editable Word or PDF format as appropriate.
- The Cost Schedule must include an Excel spreadsheet with all cells unlocked and no hidden formulas or sheets. A PDF version of the Excel spreadsheet may be submitted in addition to the Excel version at the applicant's discretion, however, the official cost application submission is the unlocked Excel version.

Applicants must review, understand, and comply with all aspects of this NOFO. Failure to do so may be considered as being non-responsive and may be evaluated accordingly. Applicants should retain a copy of the application and all enclosures for their records.

4. Application Submission Procedures

Applications in response to this NOFO must be submitted no later than the closing date and time indicated on the cover letter, as amended. Late applications will not be reviewed nor considered. Applicants must retain proof of timely delivery in the form of system generated documentation of delivery receipt date and time.

Applications must be submitted by email to AlmatyAASolicitations@usaid.gov. Email submissions must include the NOFO number and applicant's name in the subject line heading. In addition, for an application sent by multiple emails, the subject line must also indicate whether the email relates to the technical or cost application, and the desired sequence of the emails and their attachments (e.g. "No. 1 of 4", etc.). For example, if your cost application is being sent in two emails, the first email should have a subject line that states: "[NOFO number], [organization name], Cost Application, Part 1 of 2".

USAID's preference is that the technical application and the cost application each be submitted as consolidated email attachments, e.g. that you consolidate the various parts of a technical application into a single document before sending it. If this is not possible, please provide instructions on how to collate the attachments. USAID will not be responsible for errors in compiling electronic applications if no instructions are provided or are unclear.

After submitting an application electronically, applicants should immediately check their own email to confirm that the attachments were indeed sent. If an applicant discovers an error in transmission, please send the material again and note in the subject line of the email or indicate in the file name if submitted via grants.gov that it is a "corrected" submission. Do not send the same email more than once unless there has been a change, and if so, please note that it is a "corrected" email.

Applicants are reminded that e-mail is NOT instantaneous, and in some cases delays of several hours occur from transmission to receipt. Therefore, applicants are requested to send the application in sufficient time ahead of the deadline. For this NOFO, the initial point of entry to the government infrastructure is the USAID mail server.

There may be a problem with the receipt of *.zip files due to anti-virus software. Therefore, applicants are discouraged from sending files in this format as USAID/Kyrgyz Republic cannot guarantee their acceptance by the internet server. File size must not exceed 8 MB per email.

5. Technical Application Format - not to exceed 7 pages

The technical application should be specific, complete, and presented concisely. The application must demonstrate the applicant's capabilities and expertise with respect to achieving the goals of this program. The application should take into account the requirements of the program and merit review criteria found in this NOFO.

(a) Cover Page (See Section D above for requirements) – not included in the 7-page limitation

The Cover Page should include the following:

- A. Program title
- B. Request for Applications reference number
- C. Name of organization(s) applying for the agreement
- D. Any partnerships
- E. Contact person, telephone number, email address, address, and name(s) and title(s) of person(s) who prepared the application, and corresponding signatures
- F. DUNS number of the Applicant

(b) Technical Approach (no more than 5 pages, included in the 7-page limitation)

The technical approach should describe how the applicant proposes to address the issues laid out in the program description.

The Technical Approach should be structured to include:

- Statement of the development problem
- Proposed implementation approach, incorporating the interventions from section 5 of the Program Description, above
- Clearly articulated methods for building local ownership of the results of the project and demonstrate the prospects for the activities and results to continue after completion of the agreement.
- Clear advocacy plan to translate findings into action - e.g. through introducing improved legislation, codes and/or national strategies
- An effective and efficient monitoring approach

(c) Financial and Operational Capacity (no more than 2 pages, included in the 7-page limitation)

The financial and operational capacity section should include the following:

- Proposed milestone chart, based on the chart presented in section 3(b) of the Program Description, above, with proposed milestone payments schedule
- Statement of capabilities describing organizational capacity and past experience -- both in similar technical areas (community-led monitoring) as well as with grants of a similar size
- Organizational chart of the Applicant

6. Business (Cost) Application Format

The Business (Cost) Application must be submitted separately from the Technical Application. While no page limit exists for the full cost application, applicants are encouraged to be as concise as possible while still providing the necessary details. The business (cost) application must illustrate the entire period of performance, using the budget template in Annex 1.

Prior to award, applicants may be required to submit additional documentation deemed necessary for the Agreement Officer to assess the applicant's risk in accordance with 2 CFR 200.206. Applicants should not submit any additional information with their initial application.

The Cost Application must contain the following sections (which are further elaborated below this listing with the letters for each requirement):

a) Cover Page (See Section D above for requirements)

b) Required Certifications and Assurances

The applicant must complete the following documents and submit a signed copy with their application:

- (1) "Certifications, Assurances, Representations, and Other Statements of the Recipient" ADS 303mav document found at <http://www.usaid.gov/sites/default/files/documents/1868/303mav.pdf>
- (2) Assurances for Non-Construction Programs (SF-424B)
- (3) Certificate of Compliance: Please submit a copy of your Certificate of Compliance if your organization's systems have been certified by USAID/Washington's Office of Acquisition and Assistance (M/OAA).

c) Budget and Budget Narrative

The Budget must be submitted as one unprotected Excel file (MS Office 2000 or later versions) with visible formulas and references and must be broken out by project year, including itemization of the federal and non-federal (cost share) amount. Files must not contain any hidden or otherwise inaccessible cells. Budgets with hidden cells lengthen the cost analysis time required to make award, and may result in a rejection of the cost application. The Budget Narrative must contain sufficient detail to allow USAID to understand the proposed costs. The applicant must ensure the budgeted costs address any additional requirements identified in Section F, such as Branding and Marking. The Budget Narrative must be thorough, including sources for costs to support USAID's determination that the proposed costs are fair and reasonable.

The Budget must include the following worksheets or tabs, and contents, at a minimum:

- Summary Budget, inclusive of all program costs (federal and non-federal), broken out by major budget category and by year for activities implemented by the applicant and any potential sub-applicants for the entire period of the program. See Annex 1 for Summary Budget Template

- Detailed Budget, including a breakdown by year, sufficient to allow the Agency to determine that the costs represent a realistic and efficient use of funding to implement the applicant's program and are allowable in accordance with the cost principles found in 2 CFR 200 Subpart E.
- Detailed Budgets for each sub-recipient, for all federal funding and cost share, broken out by budget category and by year, for the entire implementation period of the project.

The Detailed Budget must contain the following budget categories and information, at a minimum:

- 1) Salaries and Allowances – Must be proposed consistent with 2 CFR 200.430 Compensation - Personal Services. The applicant's budget must include position title, salary rate, level of effort, and salary escalation factors for each position. Allowances, when proposed, must be broken down by specific type and by position. Applicants must explain all assumptions in the Budget Narrative. The Budget Narrative must demonstrate that the proposed compensation is reasonable for the services rendered and consistent with what is paid for similar work in other activities of the applicant. Applicants must provide their established written policies on personnel compensation. If the applicant's written policies do not address a specific element of compensation that is being proposed, the Budget Narrative must describe the rationale used and supporting market research.
- 2) Fringe Benefits – (if applicable) If the applicant has a fringe benefit rate approved by an agency of the U.S. Government, the applicant must use such rate and provide evidence of its approval. If an applicant does not have a fringe benefit rate approved, the applicant must propose a rate and explain how the applicant determined the rate. In this case, the Budget Narrative must include a detailed breakdown comprised of all items of fringe benefits (e.g., superannuation, gratuity, etc.) and the costs of each, expressed in U.S. dollars and as a percentage of salaries.
- 3) Travel and Transportation – Provide details to explain the purpose of the trips, the number of trips, the origin and destination, the number of individuals traveling, and the duration of the trips. Per Diem and associated travel costs must be based on the applicant's normal travel policies. When appropriate please provide supporting documentation as an attachment, such as company travel policy, and explain assumptions in the Budget Narrative.
- 4) Procurement or Rental of Goods (Equipment & Supplies), Services, and Real Property – Must include information on estimated types of equipment, models, supplies and the cost per unit and quantity. The Budget Narrative must include the purpose of the equipment and supplies and the basis for the estimates. The Budget Narrative must support the necessity of any rental costs and reasonableness in light of such factors as: rental costs of comparable property, if any; market conditions in the area; alternatives available; and the type, life expectancy, condition, and value of the property leased.
- 5) Subawards – Specify the budget for the portion of the program to be passed through to any subrecipients. See 2 CFR 200 for assistance in determining whether the sub-tier entity is a

subrecipient or contractor. The subrecipient budgets must align with the same requirements as the applicant's budget, including those related to fringe and indirect costs.

- 6) Construction – If applicable
- 7) Other Direct Costs – This may include other costs not elsewhere specified, such as report preparation costs, passports and visas fees, medical exams and inoculations, as well as any other miscellaneous costs which directly benefit the program proposed by the applicant. The applicant should indicate the subject, venue and duration of any proposed conferences and seminars, and their relationship to the objectives of the program, along with estimates of costs. Otherwise, the narrative should be minimal.
- 8) Indirect Costs – Applicants must indicate whether they are proposing indirect costs or will charge all costs directly. In order to better understand indirect costs please see Subpart E of 2 CFR 200. The application must identify which approach they are requesting and provide the applicable supporting information. Below are the most commonly used Indirect Cost Rate methods:

Method 1 - Direct Charge Only

Eligibility: Any applicant

Initial Application Requirements: See above on direct costs

Method 2 - Negotiated Indirect Cost Rate Agreement (NICRA)

Eligibility: Any applicant with a NICRA issued by a USG Agency must use that NICRA

Initial Application Requirements: If the applicant has a current NICRA, submit your approved NICRA and the associated disclosed practices. If your NICRA was issued by an Agency other than USAID, provide the contact information for the approving Agency. Additionally, at the Agency's discretion, a provisional rate may be set forth in the award subject to audit and finalization. See [USAID's Indirect Cost Rate Guide for Non Profit Organizations](#) for further guidance.

Method 3 - De minimis rate of 10% of modified total direct costs (MTDC)

Eligibility: Any applicant that does not have a current NICRA

Initial Application Requirements: Costs must be consistently charged as either indirect or direct costs, but may not be double charged or inconsistently charged as both. If chosen, this methodology once elected must be used consistently for all Federal awards until such time as a non-Federal entity chooses to negotiate an indirect rate, which the non-Federal entity may apply to do at any time. The applicant must describe which cost elements it charges indirectly vs. directly. See 2 CFR 200 for further information.

Method 4 - Indirect Costs Charged As A Fixed Amount

Eligibility: Non U.S. non-profit organizations without a NICRA may request, but approval is at the discretion of the AO

Initial Application Requirements: Provide the proposed fixed amount and a worksheet that includes the following:

- Total costs incurred by the organization for the previous fiscal year and estimates for the current year.
- Indirect costs (common costs that benefit the day-to-day operations of the organization, including categories such as salaries and expenses of executive officers, personnel administration, and accounting, or that benefit and are identifiable to more than one program or activity, such as depreciation, rental costs, operations and maintenance of facilities, and telephone expenses) for the previous fiscal year and estimates for the current year
- Proposed method for prorating the indirect costs equitably and consistently across all programs and activities of using a base that measures the benefits of that particular cost to each program or activity to which the cost applies.

If the applicant does not have an approved NICRA and does not elect to utilize the 10% de minimis rate, the Agreement Officer will provide further instructions and may request additional supporting information, including financial statements and audits, should the application still be under consideration after the merit review. USAID is under no obligation to approve the applicant's requested method.

d) Prior Approvals in accordance with 2 CFR 200.407

Inclusion of an item of cost in the detailed application budget does not satisfy any requirements for prior approval by the Agency. If the applicant would like the award to reflect approval of any cost elements for which prior written approval is specifically required for allowability, the applicant must specify and justify that cost. See 2 CFR 200.407 for information regarding which cost elements require prior written approval.

e) Approval of Subawards

The applicant must submit information for all subawards that it wishes to have approved at the time of award. For each proposed subaward the applicant must provide the following:

- Name of organization
- DUNS Number
- Confirmation that the subrecipient does not appear on the Treasury Department's Office of Foreign Assets Control (OFAC) list
- Confirmation that the subrecipient does not have active exclusions in the System for Award Management (SAM)
- Confirmation that the subrecipient is not listed in the United Nations Security designation list
- Confirmation that the subrecipient is not suspended or debarred
- Confirmation that the applicant has completed a risk assessment of the subrecipient, in accordance with 2 CFR 200.332(b)
- Any negative findings as a result of the risk assessment and the applicant's plan for mitigation.

e) Dun and Bradstreet and SAM Requirements

USAID may not award to an applicant unless the applicant has complied with all applicable unique entity identifier (DUNS number) and System for Award Management (SAM) requirements. Each applicant (unless the applicant is an individual or Federal awarding agency that is exempted from requirements under 2 CFR 25.110(b) or (c), or has an exception approved by the Federal awarding agency under 2 CFR 25.110(d)) is required to:

1. Provide a valid DUNS number for the applicant and all proposed sub-recipients;
2. Be registered in SAM before submitting its application. SAM is streamlining processes, eliminating the need to enter the same data multiple times, and consolidating hosting to make the process of doing business with the government more efficient (www.beta.sam.gov).
3. Continue to maintain an active SAM registration with current information at all times during which it has an active Federal award or an application or plan under consideration by a Federal awarding agency.

The registration process may take many weeks to complete. Therefore, applicants are encouraged to begin the process early. If an applicant has not fully complied with the requirements above by the time USAID is ready to make an award, USAID may determine that the applicant is not qualified to receive an award and use that determination as a basis for making an award to another applicant.

DUNS number: <http://fedgov.dnb.com/webform>

SAM registration: <http://www.beta.sam.gov>

Non-U.S. applicants can find additional resources for registering in SAM, including a Quick Start Guide and a video on how to obtain an NCAGE code, on www.beta.sam.gov, navigate to Help, then to International Registrants.

f) History of Performance

The applicant must provide information regarding its recent history of performance for all its cost-reimbursement contracts, grants, or cooperative agreements involving similar or related programs, not to exceed 5 (five) relevant awards as follows:

- Name of the Awarding Organization;
- Award Number;
- Activity Title;
- A brief description of the activity;
- Period of Performance;
- Award Amount;
- Reports and findings from any audits performed in the last 3 (three) years; and

- Name of at least two (2) updated professional contacts who most directly observed the work at the organization for which the service was performed with complete current contact information including telephone number, and e-mail address for each proposed individual.

If the applicant encountered problems on any of the referenced Awards, it may provide a short explanation and the corrective action taken. The applicant should not provide general information on its performance. USAID reserves the right to obtain relevant information concerning an applicant's history of performance from any sources and may consider such information in its review of the applicant's risk. The Agency may request additional information and conduct a pre-award survey if it determines that it is necessary to inform the risk assessment.

g) Branding Strategy & Marking Plan

The apparently successful applicant will be asked to provide a Branding Strategy and Marking Plan to be evaluated and approved by the Agreement Officer and incorporated into any resulting award.

Branding Strategy – Assistance (June 2012)

- I. Applicants recommended for an assistance award must submit and negotiate a "Branding Strategy," describing how the program, project, or activity is named and positioned, and how it is promoted and communicated to beneficiaries and host country citizens.
- II. The request for a Branding Strategy, by the Agreement Officer from the applicant, confers no rights to the applicant and constitutes no USAID commitment to an award.
- III. Failure to submit and negotiate a Branding Strategy within the time frame specified by the Agreement Officer will make the applicant ineligible for an award.
- IV. The applicant must include all estimated costs associated with branding and marking USAID programs, such as plaques, stickers, banners, press events, materials, and so forth, in the budget portion of the application. These costs are subject to the revision and negotiation with the Agreement Officer and will be incorporated into the Total Estimated Amount of the grant, cooperative agreement or other assistance instrument.
- V. The Branding Strategy must include, at a minimum, all of the following:
 - (1) All estimated costs associated with branding and marking USAID programs, such as plaques, stickers, banners, press events, materials, and so forth.
 - (2) The intended name of the program, project, or activity.
 - (i) USAID requires the applicant to use the "USAID Identity," comprised of the USAID logo and brandmark, with the tagline "from the American people" as found on the USAID Web site at <http://www.usaid.gov/branding>, unless Section

VI of the RFA or APS states that the USAID Administrator has approved the use of an additional or substitute logo, seal, or tagline.

(ii) USAID prefers local language translations of the phrase “made possible by (or with) the generous support of the American People” next to the USAID Identity when acknowledging contributions.

(v) USAID prefers to fund projects that do not have a separate logo or identity that competes with the USAID Identity. If there is a plan to develop a separate logo to consistently identify this program, the applicant must attach a copy of the proposed logos. Section VI of the RFA or APS will state if an Administrator approved the use of an additional or substitute logo, seal, or tagline.

(3) The intended primary and secondary audiences for this project or program, including direct beneficiaries and any special target segments.

(4) Planned communication or program materials used to explain or market the program to beneficiaries.

(i) Describe the main program message.

(ii) Provide plans for training materials, posters, pamphlets, public service announcement, billboards, Web sites, and so forth, as appropriate.

(iii) Provide any plans to announce and promote publicly this program or project to host country citizens, such as media releases, press conferences, public events, and so forth. Applicant must incorporate the USAID Identity and the message, “USAID is from the American People.”

(iv) Provide any additional ideas to increase awareness that the American people support this project or program.

(5) Information on any direct involvement from host-country government or ministry, including any planned acknowledgement of the host-country government.

Any other groups whose logo or identity the applicant will use on program materials and related materials. Indicate if they are a donor or why they will be visibly acknowledged, and if they will receive the same prominence as USAID.

VI. The Agreement Officer will review the Branding Strategy to ensure the above information is adequately included and consistent with the stated objectives of the award, the applicant's cost data submissions, and the performance plan.

VII. If the applicant receives an assistance award, the Branding Strategy will be included in and made part of the resulting grant or cooperative agreement.

2. Marking Plan – Assistance (June 2012)

a. Applicants recommended for an assistance award must submit and negotiate a “Marking Plan,” detailing the public communications, commodities, and program materials, and other items that will visibly bear the “USAID Identity,” which comprises of the USAID logo and brandmark, with the tagline “from the American people.” The USAID Identity is the official marking for the Agency, and is found on the USAID Web site at <http://www.usaid.gov/branding>. Section VI of the RFA or APS will state if an Administrator approved the use of an additional or substitute logo, seal, or tagline.

b. The request for a Marking Plan, by the Agreement Officer from the applicant, confers no rights to the applicant and constitutes no USAID commitment to an award.

c. Failure to submit and negotiate a Marking Plan within the time frame specified by the Agreement Officer will make the applicant ineligible for an award.

d. The applicant must include all estimated costs associated with branding and marking USAID programs, such as plaques, stickers, banners, press events, materials, and so forth, in the budget portion of the application. These costs are subject to the revision and negotiation with the Agreement Officer and will be incorporated into the Total Estimated Amount of the grant, cooperative agreement or other assistance instrument.

e. The Marking Plan must include all of the following:

(1) A description of the public communications, commodities, and program materials that the applicant plans to produce and which will bear the USAID Identity as part of the award, including:

(i) Program, project, or activity sites funded by USAID, including visible infrastructure projects or other sites physical in nature;

(ii) Technical assistance, studies, reports, papers, publications, audiovisual productions, public service announcements, Web sites/Internet activities, promotional, informational, media, or communications products funded by USAID;

(iii) Commodities, equipment, supplies, and other materials funded by USAID, including commodities or equipment provided under humanitarian assistance or disaster relief programs; and

(iv) It is acceptable to cobrand the title with the USAID Identity and the applicant's identity.

(v) Events financed by USAID, such as training courses, conferences, seminars, exhibitions, fairs, workshops, press conferences and other public activities. If the

USAID Identity cannot be displayed, the recipient is encouraged to otherwise acknowledge USAID and the support of the American people.

(2) A table on the program deliverables with the following details:

- (i) The program deliverables that the applicant plans to mark with the USAID Identity;
- (ii) The type of marking and what materials the applicant will use to mark the program deliverables;
- (iii) When in the performance period the applicant will mark the program deliverables, and where the applicant will place the marking;
- (iv) What program deliverables the applicant does not plan to mark with the USAID Identity, and
- (v) The rationale for not marking program deliverables.

(3) Any requests for an exemption from USAID marking requirements, and an explanation of why the exemption would apply. The applicant may request an exemption if USAID marking requirements would:

- (i) Compromise the intrinsic independence or neutrality of a program or materials where independence or neutrality is an inherent aspect of the program and materials. The applicant must identify the USAID Development Objective, Interim Result, or program goal furthered by an appearance of neutrality, or state why an aspect of the award is presumptively neutral. Identify by category or deliverable item, examples of material for which an exemption is sought.
- (ii) Diminish the credibility of audits, reports, analyses, studies, or policy recommendations whose data or findings must be seen as independent. The applicant must explain why each particular deliverable must be seen as credible.
- (iii) Undercut host-country government “ownership” of constitutions, laws, regulations, policies, studies, assessments, reports, publications, surveys or audits, public service announcements, or other communications. The applicant must explain why each particular item or product is better positioned as host-country government item or product.
- (iv) Impair the functionality of an item. The applicant must explain how marking the item or commodity would impair its functionality.
- (v) Incur substantial costs or be impractical. The applicant must explain why marking would not be cost beneficial or practical.

(vi) Offend local cultural or social norms, or be considered inappropriate. The applicant must identify the relevant norm, and explain why marking would violate that norm or otherwise be inappropriate.

(vii) Conflict with international law. The applicant must identify the applicable international law violated by the marking.

f. The Agreement Officer will consider the Marking Plan's adequacy and reasonableness and will approve or disapprove any exemption requests. The Marking Plan will be reviewed to ensure the above information is adequately included and consistent with the stated objectives of the award, the applicant's cost data submissions, and the performance plan.

g. If the applicant receives an assistance award, the Marking Plan, including any approved exemptions, will be included in and made part of the resulting grant or cooperative agreement, and will apply for the term of the award unless provided otherwise.

h) Funding Restrictions

Profit is not allowable for recipients or subrecipients under this award. See 2 CFR 200.331 for assistance in determining whether a sub-tier entity is a subrecipient or contractor.

Construction will not be authorized under this award.

USAID will not allow the reimbursement of pre-award costs under this award without the explicit written approval of the Agreement Officer.

Except as may be specifically approved in advance by the AO, all commodities and services that will be reimbursed by USAID under this award must be from the authorized geographic code specified in Section B.4 of this NOFO and must meet the source and nationality requirements set forth in 22 CFR 228.

i) Conscience Clause Implementation (February 2012)

(a) An organization, including a faith-based organization, that is otherwise eligible to receive funds under this agreement for HIV/AIDS prevention, treatment, or care—

1) Shall not be required, as a condition of receiving such assistance—

(i) to endorse or utilize a multisectoral or comprehensive approach to combating HIV/AIDS; or

(ii) to endorse, utilize, make a referral to, become integrated with, or otherwise participate in any program or activity to which the organization has a religious or moral objection; and

2) Shall not be discriminated against in the solicitation or issuance of grants, contracts, or cooperative agreements for refusing to meet any requirement described in paragraph (a)(1) above.

(b) An applicant who believes that this solicitation contains provisions or requirements that would require it to endorse or use an approach or participate in an activity to which it has a religious or moral objection must so notify the cognizant Agreement Officer in accordance with the Mandatory Standard Provision titled “Notices” as soon as possible, and in any event not later than 15 calendar days before the deadline for submission of applications under this solicitation. The applicant must advise which activity(ies) it could not implement and the nature of the religious or moral objection.

(c) In responding to the solicitation, an applicant with a religious or moral objection may compete for any funding opportunity as a prime partner, or as a leader or member of a consortium that comes together to compete for an award. Alternatively, such applicant may limit its application to those activities it can undertake and must indicate in its submission the activity(ies) it has excluded based on religious or moral objection. The offeror’s proposal will be evaluated based on the activities for which a proposal is submitted, and will not be evaluated favorably or unfavorably due to the absence of a proposal addressing the activity(ies) to which it objected and which it thus omitted. In addition to the notification in paragraph (b) above, the applicant must meet the submission date provided for in the solicitation.

[End of Provision]

j) Conflict of Interest Pre-Award Term

a. Personal Conflict of Interest

1. An actual or appearance of a conflict of interest exists when an applicant organization or an employee of the organization has a relationship with an Agency official involved in the competitive award decision-making process that could affect that Agency official’s impartiality. The term “conflict of interest” includes situations in which financial or other personal considerations may compromise, or have the appearance of compromising, the obligations and duties of a USAID employee or recipient employee.

2. The applicant must provide conflict of interest disclosures when it submits an SF-424. Should the applicant discover a previously undisclosed conflict of interest after submitting the application, the applicant must disclose the conflict of interest to the AO no later than ten (10) calendar days following discovery.

b. Organizational Conflict of Interest

The applicant must notify USAID of any actual or potential conflict of interest that they are aware of that may provide the applicant with an unfair competitive advantage in competing for this

financial assistance award. Examples of an unfair competitive advantage include but are not limited to situations in which an applicant or the applicant's employee gained access to non-public information regarding a federal assistance funding opportunity, or an applicant or applicant's employee was substantially involved in the preparation of a federal assistance funding opportunity. USAID will promptly take appropriate action upon receiving any such notification from the applicant.

[END OF SECTION D]

SECTION E: APPLICATION REVIEW INFORMATION

1. Criteria

Applicants should note that these criteria serve to: (a) identify the significant matters which the applicants should address in their applications, and (b) set the standard against which all applications will be evaluated.

Technical and other factors will be evaluated relative to each other, as described here and prescribed by the Technical Application Format. The Technical Application will be scored by a Selection Committee (SC) using the criteria described in this section.

2. Review and Selection Process

a) Merit Review

USAID will conduct a merit review of all applications received that comply with the instructions in this NOFO. Applications will be reviewed and evaluated in accordance with the following criteria; importance of the criterion is indicated below.

- (1) Technical Approach (15 points)
- (2) Financial and Operational Capacity (10 points)

Applications will be scored based upon the following rating:

- 5 points – application fully corresponds to the criterion
- 4 points – application largely corresponds to the criterion
- 3 points – application somewhat corresponds to the criterion
- 2 points – application slightly corresponds to the criterion
- 1 point – application doesn't correspond to the criterion

Selection Criteria	Max. Points
1. Technical Approach	15
Extent to which the application incorporates all of the PEPFAR CLM activity parameters (including interventions from section 5 of the Program Description)	5
Extent to which the application clearly articulates methods for building local ownership of the results of the project and demonstrates the prospects for the activities and results to continue after completion of the agreement	5
Extent to which the application includes a clear advocacy plan to translate findings into action - e.g. through introducing improved legislation, codes and/or national strategies	5

Maximum total score for Technical Approach	15
2. Financial and Operational Capacity	10
Appropriateness and reasonableness of the applicant-proposed milestone chart, based on the chart presented in section 3(b) of the Program Description, and the proposed milestone payments schedule	5
Extent to which the applicant demonstrates the organizational capacity and past experience -- both in similar technical areas (community- led monitoring) as well as with grants of a similar size	5
Maximum total score for Financial and Operational Capacity	10
Total score	25

b) Business Review

The Agency will evaluate the cost application of the applicant(s) under consideration for an award as a result of the merit criteria review to determine whether the costs are allowable in accordance with the cost principles found in 2 CFR 200 Subpart E.

The Agency will also consider (1) the extent of the applicant's understanding of the financial aspects of the program and the applicant's ability to perform the activities within the amount requested; (2) whether the applicant's plans will achieve the program objectives with reasonable economy and efficiency; and (3) whether any special conditions relating to costs should be included in the award.

Proposed cost share, if provided, will be reviewed for compliance with the standards set forth in 2 CFR 200.306, 2 CFR 700.10, and the Standard Provision "Cost Sharing (Matching)" for U.S. entities, or the Standard Provision "Cost Share" for non-U.S. entities.

While cost is less important than technical and is not weighted, however, the cost application of the apparently successful Applicant will be evaluated for cost effectiveness. Other considerations are the completeness of the application, adequacy of budget detail and consistency with elements of the technical application. All evaluation factors other than cost or price, when combined, are significantly more important than cost. However, estimated cost is an important factor and the estimated cost to the Government increases in importance as competing applications approach equivalence and may become the deciding factor when technical applications are approximately equivalent in merit. The AO will perform a risk assessment in accordance with 2 CFR 200.206 and ADS 303.3.25.

[END OF SECTION E]

SECTION F: FEDERAL AWARD ADMINISTRATION INFORMATION

1. Federal Award Notices

A notice of award signed by the AO is the authorizing document for the award resulting from this NOFO. USAID will provide it electronically to the authorized individual identified by the Recipient in the application.

Award of the agreement contemplated by this NOFO cannot be made until funds have been appropriated, allocated and committed through internal USAID procedures. While USAID anticipates that these procedures will be successfully completed, potential Applicants are hereby notified of these requirements and conditions for the award. The Agreement Officer is the only individual who may legally commit the Government to the expenditure of public funds. No costs chargeable to the proposed Agreement may be incurred before receipt of either a fully executed Agreement or a specific, written authorization from the Agreement Officer.

2. Administrative & National Policy Requirements

The resulting award from this NOFO will be administered in accordance with the following policies and regulations.

For Non-US organizations: [Standard Provisions for Fixed Amount Awards to Non-governmental Organizations](#).

See Annex 4, for a list of the Standard Provisions that will be applicable to any awards resulting from this NOFO.

3. Reporting Requirements

The Recipient must provide the following reports to the Agreement Officer's Representative (AOR) and to the Agreement Officer at AlmatyAAReporting@usaid.gov, as specified below, in accordance with 2 CFR 200.328 and 200.327 and the Substantial Involvement provisions.

i. Work Plans (WP):

Within forty-five days (45) of the effective date of the award of the fixed amount award Cooperative Agreement, the Recipient must develop and submit the work plan for the first year including activities for subsequent years two and three) to the AOR. Work plans may be submitted electronically. Upon acceptance of the work plan by the AOR, any substantial revisions to the plan must require the written approval of the AOR. The Recipient must ensure that the WP appropriately reflects activity objectives, guiding principles, and the program description.

The Recipient's learning and adapting approach may entail periods of reflection/assessment that lead to significant changes to the workplan in such areas as partnerships, technical focus, approaches, ext. In these instances, the WP may be revised in the course of implementation, as

needed, to reflect changes on the ground with the concurrence of the AOR.

ii. Quarterly/Annual Performance Reports:

Reports may be submitted electronically. Regardless of the start date of the award, all reporting will be adjusted to the USG fiscal year calendar.

Quarterly Reports: The Recipient must submit quarterly reports within 30 days of the end of the quarter that provide succinct implementation updates, but primarily summarize community input on the Community Led Monitoring (CLM) process. PEPFAR suggests the following methodologies for gathering community input:

- Outcome harvesting
<https://www.dmeforpeace.org/resource/outcome-harvesting-best-practices-for-learning-reflection/>
- Success stories
https://www.usaid.gov/sites/default/files/documents/1861/Success_Story_Guidelines_for_USAID_partners.pdf
- Community engagement and feedback sessions
https://usaidlearninglab.org/sites/default/files/resource/files/82_-_jsi_-_zimbabwe_-_data_dashboards_and_dialogue_for_policy_advocacy_wins_in_zimbabwe.pdf

Quarterly CLM M&E Visits Results Sharing Meetings: The Recipient must organize and present at quarterly results sharing sessions with the US Government PEPFAR team and other national level stakeholders, such as Republican AIDS Center, and the Global Fund.

- In Year 1, only two quarterly sharing sessions are envisioned (in Q2 and Q3); the first quarter session will be replaced with a formal update meeting where the CLM Activity will share progress on the establishment of M&E coordination groups, tool design, and any initial data gathering work.
- In Years 2 and 3, these sessions will be quarterly.

Annual Reports: The Recipient must submit an annual report, as its fourth quarter report each year that includes a narrative of achievements, and progress against the work plan and agreed-upon performance indicators. A format for the annual report must be approved by the AOR on an annual basis. The Recipient must submit annual reports within thirty (30) calendar days of the end of each U.S. Government fiscal year. Annual reports should contain content appropriate for public dissemination. In addition to content summarizing performance from the preceding quarter, the Annual Report must include a section that summarizes performance from the preceding year. The annual summary must concentrate on outcome and impact based on agreed upon performance indicators. This should be the largest section of the annual report. It will report on annual achievements against targets and will account for any shortfalls. The analysis in the annual section must not be limited to performance measures – it will also summarize progress during the previous year in a qualitative fashion. To this end, the Annual Report must also utilize photos,

maps, tables, and other graphical elements useful in summarizing project performance from the past year.

CLM End-of-Year Stock-Taking and Results Sharing Meeting (Annual): The Recipient is to organize CLM End-of -Year Stock-Taking and Results Sharing Meeting on an annual basis. Description of the End-of -Year Stock-Taking and Results Sharing Meeting is included under the Collaboration, Learning, and Adapting subheading (9 c).

iii. Gender Reporting:

As part of the Quarterly/Annual Performance Reports, the Recipient will also report any activities implemented during the period, with progress and results that contributed towards promotion of Gender Equality and Female Empowerment. The Recipient must collect, analyze and submit sex disaggregated data and propose actions that will address the gender gaps or barriers in achieving the above objectives. The Recipient will report any challenges to the AOR who, in turn, will work with the USAID/Kyrgyz Republic's gender specialist to find reasonable solutions. Activities on the occasion of the annual 16 Days Campaign on Prevention of Gender Based violence must be part of Performance reports.

iv. Development, Outreach and Communication:

The Recipient will be requested to include in their quarterly and annual reports a section on the outreach and communications efforts of the Program. This section should describe the program's activities to raise public awareness about the Program, promote its key messages and strengthen USAID's brand. The reporting must include sample communications products, links to publications, statistics on audiences reached and other related items described in the Branding Strategy and Marking Template Plan. The final list of items and the form of reporting will be finalized in consultation with the AOR and Development Outreach Coordinator (DOC) team of USAID/Kyrgyz Republic.

v. Final Report:

The Recipient must submit a final report that summarizes achievements, and progress against the work plan and agreed-upon performance indicators over the life of the project. The Recipient must submit the Final Report by the end date of the award. The Final Report must contain content appropriate for public dissemination, and must not directly recycle text, photos or other elements from Annual Reports. The Final Report must include photos, maps, tables, and other graphical elements as relevant. The Final Report must contain the following information:

1. An executive summary of the accomplishments and results achieved;
2. An in-depth analysis of progress and results that synthesizes achievements that contributed to program objectives. This section must clearly describe activities, major accomplishments, and results achieved, including results for all of the activities under the Cooperative Agreement;
3. A summary of progress made in achieving indicator targets during the activity implementation (based on valid data collection and analysis and credible baseline) including final data, compared

to baseline data, for all indicators included in the monitoring, evaluation and learning plan. This section should include disaggregated data by sex, historically disenfranchised groups, and other relevant groups identified;

4. A description of the reasons why targets were not achieved or were surpassed and why activities were delayed or not carried out, if appropriate;
5. An updated Performance Indicator Tracking Table covering the life of the Activity, and if requested, an updated site location reporting form. USAID may require that this data be submitted through an online platform.
6. A summary of the problems/obstacles encountered during the implementation, and how those obstacles were addressed and overcome, if appropriate;
7. A catalogue of success stories submitted by the Activity;
8. Lessons learned, best practices, and other findings, along with recommendations for future programming in this sector;
9. A summary of Recipient capacity building activities undertaken and results achieved over the life of the Activity.
10. A comparison of actual expenditures with budget estimates, including an analysis and explanation of cost overruns or high unit costs, as relevant;
11. Other pertinent information, including recommendations with-in depth- analysis and lessons learned, related to the overall activity results;
12. The Final Report must also contain an index of all reports and information products produced under the award; and
13. The Final Report must include a professional-quality, multimedia summary of the Activity's achievements and impact in English, Russian, and Kyrgyz with the Kyrgyz public as the target audience. The multimedia summary format could include any, or combination of, the following: photo stories, videos, infographics, a web page, etc. The AOR and Development and Outreach Communication team are available for consultation regarding format, audience, and content.

4. TEAMS and USAID Sponsored J-1 Visas

All host country nationals being funded fully, partially, directly, or indirectly by USAID must enter the U.S. on a J-1 Visa, regardless of the type or duration of the activity. In order to secure a J-1 visa, each participant must first secure a DS-2019 form (Certificate of Eligibility for Exchange Visitor J-1 Status). TEAMS is the only means of obtaining a DS-2019 for USAID-funded Exchange Visitors.

USAID/Kyrgyz Republic delegates the TEAMS data entry, verification, and reporting responsibilities to its implementing partner who is responsible for data entry (the R1 role) and verification (the R2 role) of all training programs and participants that are funded by USAID.

USAID/Kyrgyz Republic is responsible for approval (the R3 role) and the CORs/AORs and program managers are responsible for working with their implementing partners to obtain the data needed by the R3. USAID/Washington is responsible for submission of the data (the R4 role) to SEVIS. The DS-2019 approval process is as follows:

- Data is entered into TEAMS by the implementing partner's Data Entry Initiator (R1)

for initiating visa applications and tracking the participants in TEAMS;

- The designated Verifier (R2) verifies the accuracy of the data in TEAMS, and either submits the information to the R3 if all is correct, or rejects the file if there are errors in the data;
- A designated United States citizen in the USAID Mission – the Approver (R3) – reviews the electronic versions of documents in TEAMS and either approves or rejects the files (for missing data or other concerns based on review of the files) sending them back to the R1 with comments;
- When the R3 approves a file, the information is electronically transferred to the Responsible Officer (R4) in USAID/Washington who provides the final approval before the information is submitted to the Department of Homeland Security SEVIS database for processing;
- The DS-2019 form is created, printed and mailed to the Responsible Officer in the Mission;
- The Responsible Officer gives the form to the USAID COR or AOR who provides it to the implementing partner. The implementing partner is responsible for delivering the form to the participant so that he/she can present it to the Consular Officer during their appointment for a J-1 visa at the U.S. Embassy consular section, or designated Consulate. Exchange visitors apply online at the U.S. State Department’s website in Kyrgyz Republic. Please check the U.S. embassy’s website for updated information.
- When asked to enter a “Program Number”, applications should enter USAID’s Exchange Visitor Program Number **G-2-0026**.

5. Development Experience Clearinghouse Requirements

Development Experience Clearinghouse Requirements

Consistent with ADS 540, the Recipient must prepare and submit a copy of semi-annual and final performance reports, results of assessments and operational research, if any, required by this award to the USAID Development Experience Clearinghouse (DEC) at:

Online: <https://dec.usaid.gov/dec/content/submit.aspx>

By Mail: USAID Development Experience Clearinghouse

Essential bibliographic information must accompany submissions, whenever it is available. The submission page on the DEC identifies the minimum required fields to submit. For questions on DEC submissions, contact:

Email: ksc@usaid.gov

Telephone: +1 202-712-0579

Note: Mail sent to USAID via the US Postal Service undergoes security and irradiation processing. To send sensitive items, like CDs or DVDs, please contact the DEC team at ksc@usaid.gov to arrange delivery.

6. Program Income

USAID does not anticipate any program income under the award. Should there be any program income, the Recipient shall account for it in accordance with 2 CFR 200.307. Program income

earned under this award shall be added to the project.

7. Environmental Compliance

The Foreign Assistance Act of 1961, as amended, Section 117 requires that the impact of USAID's activities on the environment is 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) Part 204

(<https://www.usaid.gov/sites/default/files/documents/1865/204.pdf>) 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.

The Applicant's environmental compliance obligations under these regulations and procedures are specified in the following paragraphs of this NOFO. In addition to complying with the obligations below, the offeror must comply with host country environmental regulations unless otherwise directed in writing by USAID. In case of conflict between the host country and USAID regulations, the latter shall govern.

No activity funded under this award 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).

A Programmatic Health IEE (PIEE) Amendment #2 (DCN: Asia 19-009), approved by Asia BEO on 12/10/2018 for all Health activities in Central Asia and valid through FY2025 and MTF-3 for Asia 19-009 signed by Asia BEO on 02/18/2021 establish environmental compliance screening, mitigation, monitoring, and reporting requirements and applies to activities qualifying for a Categorical Exclusion (CE) listed in paragraph 22 CFR Part 216.2(c)(2) (no effect on the natural or physical environment) and Negative Determination with conditions (NDC).

Amendment #2 to PIEE and MTF-3 to IEE Asia 19-009 are included as Annexes 5 and 6. The activities and grants planned under this program include Medical education, technical assistance, and training programs except to the extent such programs include activities directly affecting the environment (such as the construction of facilities, etc.); analyses, studies, academic or research workshops and meetings; and document and information transfers. Therefore, they qualify for a CE and are excluded from further environmental review. It is anticipated that the proportion of Community-Led Monitoring (CLM) Activity will be subject to NDC threshold determination (such as procurement of electric and electronic equipment, printing of educational materials or small renovation activities); when such activity has been approved, then the implementing partner will screen, mitigate, monitor and report to USAID in accordance with terms established in the PIEE, amendment #2 to PIEE and MTF-3 Asia 19-009.

If the implementing partner plans any new activities outside the scope of PIEE, Amendment# 2 to PIEE and MTF-3 to Asia 19-009, it shall assist the Contracting Officer's Representative to

prepare a PIEE amendment for USAID review and approval. No such new activities shall be undertaken prior to receiving written USAID approval of the amendment.

Climate Risk Screening: most of the activity components are rated as Low Climate Risk as they are not expected to materially affect the implementation or outcomes of the activity. The recipient is encouraged to evaluate climate-related risks and vulnerabilities for activities with Negative Determination with Conditions threshold determination and adjust them based on a relevant analysis. To do that the offeror may use sources referenced in the Central Asia Climate Change Risk Profile at <https://www.climatelinks.org>.

As part of its initial Work Plan, and all Work Plans thereafter, the successful applicant, in collaboration with the Agreement Officer's Representative (AOR) and the Mission Environmental Officer (MEO), shall review all ongoing and planned activities under this award to determine if they are within the scope of the approved PIEE, IEE Amendment #2 and MTF-3 Asia 19-009. If the successful applicant plans any new activities outside the scope of these documents, it shall assist the AOR/COR to prepare an IEE amendment for USAID review and approval. No such new activities shall be undertaken prior to receiving written USAID approval of the amendment.

8. Geographic Information Systems (GIS)

In accordance with USAID ADS 201 and ADS 579, the Recipient must plan, collect and submit Geographic data through the Activity Location Data based on the following requirements: At a minimum, the location(s) where the activity is implemented must be collected at the site location [The location of an exact site represented by the latitude/longitude coordinates of the site locations] level. The location of the activity's beneficiaries also needs to be collected using the same methods and standards used to collect the Location of Implementation.

The performance indicators for geographically disaggregated performance and/or context indicators should be collected as described in ADS 201 and ADS 201 Additional Help: Monitoring Data Disaggregation by Geographic Location, which provides additional guidance. Activity Location Data must be collected according to the standards provided by USAID in accordance with ADS 579. Activity Location Data must be submitted twice a year according to Agency approved methods. If the Activity Location Data has not changed since the previous data submission, it must be indicated when the data is submitted.

The Activity Location Data must exclude personally identifiable information. If the Activity Location Data collected by the Recipient requires protection from unauthorized access to mitigate data risk, the Recipient must notify USAID before submitting the Activity Location Data to USAID and implement mitigation techniques to protect the data from unauthorized access in consultation with USAID.

In addition, other geographic data assets must be submitted in accordance with the special clause or provision of the "[Submission of Datasets to the Development Data Library \(see page 7\)](#)". Both primary and derived Geographic Data Files must be submitted in accordance to ADS 579.

Additional Help: Geographic Data Collection and Submission Standards.

Submissions must be reviewed by the AOR, and then the Recipient must submit the final Activity Location Data to the AOR. A template for standard submissions will be provided by the AOR, or by the GIS Team.

9. Performance Monitoring, Evaluation and Learning (MEL)

The activity must have an approved MEL Plan in place before major implementation actions begin. Subsequently, the MEL Plan should be reviewed annually, or sooner, to ensure its relevance and alignment with the Work Plan. If revised, the MEL Plan must be submitted to AOR/COR for review and approval. Changes to the MEL Plan can be documented in a Change Log (template will be provided as needed).

The MEL Plan must align with the Activity Work Plan and include a narrative that clearly articulates the activity's theory of change, describing the causal and logical relationships between different levels of results, along with the associated interventions, indicators and other performance data, and critical assumptions under each result. The MEL Plan should also present a visually represented logic model that illustrates these results, the causal and logical relationships between them, and the indicator and other performance data required to measure each.

The MELP must satisfy USAID's ADS 201 requirements (version of 10/28/2020 with partial revision), and be structured along, but not limited, to the following components:

a) Monitoring Plan:

- This section of the MEL Plan will detail the activity's monitoring approach, including monitoring processes, systems, and relevant performance indicators of the activity's outputs and outcomes, their baselines values (or plan for collecting baseline), and annual targets.
- The MEL Plan must include an appropriate set of quantitative and/or qualitative indicators, which maximizes validity, reliability, integrity, precision, timeliness, and cost effectiveness. The MEL Plan should contain only indicators with a clear use in management decision-making or reporting. No non-mandatory indicator should be proposed without a clear analytic or communication purpose. USAID will provide a list of required indicators for reporting. Preference should be given to all relevant USAID standard indicators (<https://www.state.gov/f/indicators/>) before proposing custom indicators. The Recipient is also expected to report on the custom Performance Indicators listed in Section B.2. that contribute to the Mission Performance Management Plan (PMP). For each indicator, the MEL Plan must include a Performance Indicator Reference Sheet (PIRS) whose content and format follows a template to be provided by USAID. PIRS for required indicators will also be provided.
- The MEL Plan should address plans for monitoring context and emerging risks that could affect the achievement of results.
- If the activity incorporates specific steps to address identified inequalities in participation or achievement, the MEL Plan should describe the approach to assessing whether the root causes of inequalities and the proposed approach to mitigating them are appropriately identified and effectively pursued.

- The MEL Plan should also include a Performance Indicator Tracking Table (PITT) template, in a Google sheet, or an equivalent electronic file format, that tracks all quantitative performance data, including: baseline figures, quarterly and/or annual performance figures, quarterly and/or annual targets, life of project totals, and life of project targets, disaggregated as appropriate. USAID may provide a specific reporting format for the PITT.
- Proposed indicators must, at minimum, include these disaggregates: sex disaggregates for all people level indicators, numerators and denominators for all ratios and percentages, and geographic locations. Sex and ratio disaggregates must be included in the PITT. For geographic disaggregation, all indicators associated with a discrete project site must be disaggregated by the decimal GPS coordinate associated with that site. All indicators associated with an area-wide activity must be disaggregated by province and district name. Geographic disaggregates should not be included in the PITT unless otherwise directed.

b) Evaluation Plan:

- The Evaluation Plan section of the MEL Plan will describe studies, internal evaluations, assessments and surveys that the Recipient deems necessary and that it envisions will maximize activity outcomes and results, with clear objectives and plans for data use and timeliness. The MEL Plan will also include initial evaluation questions that are salient to the implementation, adaptation, or review of the activity in line with the USAID Evaluation Policy.
- The Evaluation Plan should also address expectations to collaborate with any external performance or impact evaluations planned by the Mission at any time of the award. The Mission may conduct such an evaluation to generate strategic information and learning to inform program management and to strengthen current programming, and/or to support design of future activities; measure progress and/or achievement of intended/unintended higher-level outcomes; and account for the investments and demonstrate their effectiveness and/or impact.

c) Collaborating, Learning and Adapting Plan (CLA Plan):

- This section of the MEL Plan will include questions related to the theory of change or knowledge gaps and plans to address them.
- It will describe the approach for establishing effective procedures for collecting and responding to feedback from beneficiaries, and reporting to USAID a summary of beneficiary feedback and how the Recipient and the Mission addressed it. This section should detail the collaborative approaches for collecting community feedback that the partner wishes to pursue.
- The CLA Plan must identify and describe the activity's learning approach including learning objectives and activities with corresponding information needs.
- Describe plans for strategic collaboration with other activities and stakeholders in pursuing the learning agenda; reflection opportunities, such as "pause and reflect" and plans to use the knowledge and learning for adaptations.
- Describe plans for documenting and disseminating gained knowledge during implementation and at the activity close-out event (CLM FINAL Stock-Taking and Results Sharing Meeting).

The MEL Plan must include a narrative description of how the activity MEL system will be managed, including the planned staffing structure with the roles and responsibilities for all proposed MEL actions, and resources needed to carry out the MEL Plan.

The Recipient may be asked to directly report performance information (e.g., activities, quarterly reports, etc.) into USAID/Kyrgyz Republic's information management system (the Development Information Solution (DIS)) for the entirety of the performance period. Appropriate training will be provided by USAID to support this effort.

10. Non-Federal Audits

In accordance with 22 CFR Part 226.26 Recipients and Subrecipients are subject to the audit requirements contained in the Single Audit Act Amendments of 1996 (31 U.S.C. 7501–7507) and revised OMB Circular A–133, “Audits of States, Local Governments, and Non-Profit Organizations.” Recipients and Subrecipients must use an independent, non-Federal auditor or audit organization which meets the general standards specified in generally accepted government auditing standards (GAGAS) to fulfill these requirements.

11. Electronic Payments System

I. Definitions:

- a. “Cash Payment System” means a payment system that generates any transfer of funds through a transaction originated by cash, check, or similar paper instrument. This includes electronic payments to a financial institution or clearing house that subsequently issues cash, check, or similar paper instrument to the designated payee.
- b. “Electronic Payment System” means a payment system that generates any transfer of funds, other than a transaction originated by cash, check, or similar paper instrument, that is initiated through an electronic terminal, telephone, mobile phone, computer, or magnetic tape, for the purpose of ordering, instructing or authorizing a financial institution to debit or credit an account. The term includes debit cards, wire transfers, transfers made at automatic teller machines, and point-of-sale terminals.

II. The Recipient agrees to use an electronic payment system for any payments under this award to beneficiaries, subrecipients, or contractors.

III. Exceptions. Recipients are allowed the following exceptions, provided the Recipient documents its files with the appropriate justification:

- a. Cash payments made while establishing electronic payment systems, provided that this exception is not used for more than six months from the effective date of this award.
- b. Cash payments made to payees where the Recipient does not expect to make payments to the same payee on a regular, recurring basis, and payment through an electronic payment system is not reasonably available.
- c. Cash payments to vendors below \$3000, when payment through an electronic payment system is not reasonably available.

d. The Recipient has received a written exception from the Agreement Officer that a specific payment or all cash payments are authorized based on the Recipient's written justification, which provides a basis and cost analysis for the requested exception.

IV. More information about how to establish, implement, and manage electronic payment methods is available to Recipients at <http://solutionscenter.nethope.org/programs/c2e-toolkit>.

12. Police and Prisons

Assistance to provide limited training, advice, or other support for law enforcement forces require prior approval from the Agreement Officer.

13. Salary Supplemental for Host Government Employees

Any payments by the Recipient to any host government's employee at any level is subject to the USAID policy guidance on criteria for payment of salary supplements for host government employees dated April 1988 (or as amended). When this issue arises during the life of the cooperative agreement, the Recipient must consult with the AO on any questions regarding the applicability of the policy.

14. Implementation Principles and Guidance

Gender and Social Inclusion

Gender issues are key to the achievement of USAID's strategic plans and Development Objectives, and the Agency strives to promote gender equality in which both men and women have equal opportunity to benefit from and contribute to economic, social, cultural and political development; enjoy socially valued resources and rewards; and realize their human rights.

Civil society organizations can play an important role in promoting gender equality and combating gender discrimination and advancing gender-sensitive legislation and mechanisms. They can also become catalysts for new approaches to addressing gender inequality and discrimination. Central Asian governments are increasingly recognizing the important role that CSOs play in advancing gender equality and women's empowerment and engage them for developmental work around gender issues. Through civil society organizations women can advocate for increased gender equality in their own communities. The implementer must seek to include both men and women in all aspects of this activity, and raise awareness of the particular obstacles facing women in their quest to be deemed full participants in society.

Sustainability

Sustainability is a core part of U.S. global development policy and USAID's reform agenda. The applicant's approach to sustainability of the proposed activity is, therefore, a key consideration for

USAID. The activity is expected to build the institutional capacity of civil society organizations, to foster partnership and to introduce tools and mechanisms in a manner that these will continue to develop beyond the timeframes and scope of this activity.

Sustainability of the civil society sector in all Central Asian countries remains challenging. Sustainability is a broad concept that encompasses many aspects of civil society organizations' functioning, such as legal environment, organizational capacity, financial viability and diversification of funding sources, and relationships with stakeholders and constituencies. A sustainable and vibrant civil society is necessary for transparent and accountable governance. In order to improve transparency and accountability at all levels of government, USAID will support efforts that will build the sustainability and resilience of the civil society sector to help it become more financially viable, efficient and constituency-oriented. USAID will also continue its work on improving the legal and regulatory environment to promote a more enabling operating environment for civil society groups.

Youth

It is critical that the Activity is designed to pay special attention to youth as drivers of change, future leaders within society, and entrepreneurs within the workforce. In recent years, young people all over the world have demonstrated a keen desire to contribute to decisions that affect them and their future and have been at the forefront of civic engagement efforts, often using social media to advocate for and advance civic initiatives. It is critical to include youth throughout the entire program cycle to better respond to their needs and preferences and cultivate this growing potential within the context of the proposed interventions. The Activity must ensure that appropriate interventions, choices, and incentives for meaningful and inclusive youth participation are integrated throughout programming. USAID's policies on Youth in Development must be mainstreamed throughout the activity.

Inclusion of Vulnerable Groups

The inclusion of vulnerable ethnic minorities, persons with disabilities and the elderly are a critical aspect of the activity. The needs and interests of minorities and vulnerable groups such as rural youth, young people who have dropped out of school, unemployed people, and LGBTI groups are often left overlooked in CSOs' interventions and projects. USAID's policies on persons with Disabilities, as well as international best practices on inclusive development, must be mainstreamed throughout the activity. Applicants should address their approach to increasing the awareness, inclusion and representation of minorities, persons with disabilities and other disenfranchised groups in activity interventions.

Flexible and Adaptive Programming

USAID recognizes the importance thinking critically and shifting strategic decisions to respond to emerging development challenges. This activity should maintain the flexibility and adaptability to ensure responsiveness to evolving local dynamics and to take advantage of opportunities, as well as mitigate challenges in a timely and effective manner. This will require a management approach

that regularly reassesses the operating environment in target countries and adjusts program planning and implementation as necessary. The activity will be flexible enough to be able to adapt to changing circumstances and respond with different approaches as well as different types of funding or unanticipated shifts in level of funding, as needed.

[END OF SECTION F]

SECTION G: FEDERAL AWARDING AGENCY CONTACT(S)

1. NOFO Points of Contact

The award will be administered as follows:

Agreement Office:
Acquisition and Assistance Office
USAID/Central Asia
41, Kazibek Bi Street
050010 Almaty, Republic of Kazakhstan

Technical Office:
Health and Education Office
USAID/Kyrgyz Republic
171, Prospekt Mira
720016 Bishkek, Kyrgyz Republic

For questions related to this NOFO, please refer to Section D.

2. Acquisition and Assistance Ombudsman

The A&A Ombudsman helps ensure equitable treatment of all parties who participate in USAID's acquisition and assistance process. The A&A Ombudsman serves as a resource for all organizations who are doing or wish to do business with USAID. Please visit this page for additional information: <https://www.usaid.gov/work-usaid/acquisition-assistance-ombudsman>. The A&A Ombudsman may be contacted via: Ombudsman@usaid.gov.

[END OF SECTION G]

SECTION H: OTHER INFORMATION

USAID reserves the right to fund any or none of the applications submitted. The Agreement Officer is the only individual who may legally commit the Government to the expenditure of public funds. Any award and subsequent incremental funding will be subject to the availability of funds and continued relevance to Agency programming.

Applications with Proprietary Data

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 purpose, should mark the cover page with the following:

“This application includes data that must not be disclosed duplicated, used, or disclosed – in whole or in part – for any purpose other than to evaluate this application. If, however, an award is made as a result of – or in connection with – the submission of this data, the U.S. Government will have the right to duplicate, use, or disclose the data to the extent provided in the resulting award. 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 {insert sheet numbers}.”

Additionally, the applicant must mark each sheet of data it wishes to restrict with the following:

“Use or disclosure of data contained on this sheet is subject to the restriction on the title page of this application.”

ANNEX 1 - SUMMARY BUDGET TEMPLATE

Item #	Objective Class Categories	Year 1	Year 2	Year 3	Total in US Dollars
1.	Personnel				
2.	Fringe Benefits				
3.	Travel				
4.	Equipment				
5.	Supplies				
6.	Contractual/Subaward(s)				
7.	Other				
8	TOTAL DIRECT CHARGES				
9	* Indirect Charges				
10	TOTAL USAID ESTIMATED AMOUNT				

Note: your organization should submit its summary budget in the summary budget template. You must also submit the detailed budget for each of the cost categories with the accompanying budget narrative.

* Please refer to Section D.6 describing four different methods of charging the indirect costs. The Applicant can choose one of the four methods to charge the indirect costs, if any.

[END OF ANNEX 1]

ANNEX 2 - BRANDING STRATEGY TEMPLATE USAID/KYRGYZ REPUBLIC
(attached as a separate document)

[END OF ANNEX 2]

ANNEX 3 - MARKING PLAN TEMPLATE USAID/KYRGYZ REPUBLIC (attached as a separate document)

[END OF ANNEX 3]

ANNEX 4 – STANDARD PROVISIONS

(Note: the full text of these provisions may be found at: <https://www.usaid.gov/ads/policy/300/303mat>). The actual Standard Provisions included in the award will be dependent on the organization that is selected. The award will also contain the following “required as applicable” Standard Provisions:

Please note that the resulting award will include all standard provisions (both mandatory and required as applicable) in full text.

REQUIRED AS APPLICABLE STANDARD PROVISIONS FOR FIXED AMOUNT AWARDS TO NONGOVERNMENTAL ORGANIZATIONS

Required	Not Required	Standard Provision
TBD		RAA1. FIXED AMOUNT AWARD ADVANCE PAYMENT AND REFUNDS (NOVEMBER 2020)
X		RAA2. UNIVERSAL IDENTIFIER AND SYSTEM FOR AWARD MANAGEMENT (NOVEMBER 2020)
X		RAA3. REPORTING SUBAWARDS AND EXECUTIVE COMPENSATION (NOVEMBER 2020)
	X	RAA4. USAID ELIGIBILITY OF RULES FOR PROCUREMENT OF COMMODITIES AND SERVICES (MAY 2020)
X		RAA5. FLY AMERICA ACT RESTRICTIONS (AUGUST 2013)
	X	RAA6. OCEAN SHIPMENT OF GOODS (JUNE 2012)
X		RAA7. REPORTING HOST GOVERNMENT TAXES (JUNE 2012)
	X	RAA8. PATENT RIGHTS (JUNE 2012)
X		RAA9. EXCHANGE VISITORS AND PARTICIPANT TRAINING (JUNE 2012)
	X	RAA10. INVESTMENT PROMOTION (NOVEMBER 2003)
	X	RAA11. PROTECTION OF HUMAN RESEARCH SUBJECTS (JUNE 2012)
X		RAA12. STATEMENT FOR IMPLEMENTERS OF ANTI-TRAFFICKING ACTIVITIES ON LACK OF SUPPORT FOR PROSTITUTION (JUNE 2012)

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x		RAA13. ELIGIBILITY OF SUBRECIPIENTS OF ANTI-TRAFFICKING FUNDS (JUNE 2012)
x		RAA14. PROHIBITION ON THE USE OF ANTI-TRAFFICKING FUNDS TO PROMOTE, SUPPORT, OR ADVOCATE FOR THE LEGALIZATION OR PRACTICE OF PROSTITUTION (JUNE 2012)
	x	RAA15. VOLUNTARY POPULATION PLANNING ACTIVITIES – SUPPLEMENTAL REQUIREMENTS (JANUARY 2009)
x		RAA16. CONSCIENCE CLAUSE IMPLEMENTATION (ASSISTANCE) (FEBRUARY 2012)
x		RAA17. CONDOMS (ASSISTANCE) (SEPTEMBER 2014)
x		RAA18. PROHIBITION ON THE PROMOTION OR ADVOCACY OF THE LEGALIZATION OR PRACTICE OF PROSTITUTION OR SEX TRAFFICKING(ASSISTANCE) (SEPTEMBER 2014)
	x	RAA19. METRIC SYSTEM OF MEASUREMENT (AUGUST 1992)
	x	RAA20. ACCESS TO USAID FACILITIES AND USAID’S INFORMATION (AUGUST 2013)
x		RAA21. LIMITATION ON SUBAWARDS TO NON-LOCAL ENTITIES (JULY 2014)
x		RAA22. AWARD TERM AND CONDITION FOR RECIPIENT INTEGRITY AND PERFORMANCE MATTERS (APRIL 2016)
		RAA23. RESERVED
	x	RAA24. PROHIBITION ON CERTAIN TELECOMMUNICATION AND VIDEO SURVEILLANCE SERVICES OR EQUIPMENT (NOVEMBER 2020)
	x	RAA25. NEVER CONTRACT WITH THE ENEMY (NOVEMBER 2020)

[END OF ANNEX 4]

ANNEX 5 - ENVIRONMENTAL COMPLIANCE FACESHEET & AMENDMENT #2 TO THE INITIAL ENVIRONMENTAL EXAMINATION (IEE) (attached as a separate document)

[END OF ANNEX 5]

ANNEX 6 - MTF 3 to ASIA 19-009 (attached as a separate document)

[END OF ANNEX 6]