USAID's Continuity of Learning Program
Notice of Funding Opportunity (NOFO) Number: 72052121RFA00003
Questions and Answers

#15.   Section B, #1 (page 23) and Section C, #2 (page 27) – both sections note that the cost share of $1,500,000 is required. However, at the end of Section C, #2 (page 27) the RFA states: "As cost share is only encouraged and not required, thus it will not constitute an evaluation criterion." This is contradictory. Please clarify if cost share is required or not.

USAID Response: A cost-share of $1.5M is required for the two phases of this activity (phase 2 subject to completion of renewal requirements). USAID has established a minimum required cost share of $1,500,000 ($850,000 for phase one and $650,000 for phase two) for the recipient of the award through local organizations in Haiti. USAID intends to provide $21,600,000.00 in total USAID funding contribution. The total estimated award amount inclusive of Cost-Share for the entire project is $23,100,000.00.

#16.   Section B, #1 notes that the applicant should budget $1,750,000 as Crisis modifier line item. Can USAID confirm whether or not this is inclusive of related indirect costs?

USAID Response: The applicant should budget a crisis modifier line item of $1,750,000 inclusive of related indirect costs.

#17.   Can USAID kindly provide the envisioned start date for this award?

USAID Response: The estimated start date of this award is December 2021.

#18.   Would USAID share the current Local Compensation Plan (LCP)?

USAID Response: USAID has attached the High-Level Local Compensation Plan (LCP) in effect in the U.S. Embassy to the "Related documents" on grants.gov.

#19.   Page 43 of the RFA lists a number of required certifications from the "Apparently successful applicant". However, on pages 37-38, the RFA seems to require Reps and Certs from the Applicant. Please clarify if the Reps and Certs (303mav) are required with the proposal submission or only post award from the apparently successful applicant.

USAID Response: All applicants should provide Reps and Certs (303mav).

#20.   Questions regarding Annex #1 – Award Budget and Budget Narrative Template:
   a. Budget format seems to suggest that consultant costs should be included in ODCs. Would USAID find it acceptable for the applicant to include these costs under contractual along with subawards as is typically done in SF 424A?
   b. Allowances – would USAID find it acceptable for Allowances to be its own category in the detail budget and rolled-up under the ODCs at the summary level?

c. Travel – entitlement travel – we typically include posting, repatriation and annual leave travel for the expats in the allowances. Would USAID find it acceptable to include such travel under Allowances as opposed to Travel?

USAID Response: a. Yes, applicants are allowed to submit consultant costs under the "Contractual" line item.
b. Please provide a separate line item for Allowances in the detailed budget as well as in the high-level budget.
c. Yes. As soon as it is clearly indicated.

21. Could USAID kindly provide a list of the target schools in each of the intervention departments mentioned in the RFA?

USAID Response: The school selection will be done with the successful applicant after awarding the activity.

#22. Sub-IR 3.4 mentions the MENFP's ability to assess and redesign curriculum, yet most of IR3 is concerned with education delivery mechanisms. Could USAID kindly clarify whether subIR3.4 should not actually be focused on the ability of local MENFP departments to deliver curriculum rather than re-design it.

USAID Response: Curriculum design will be done with the relevant technical offices at the central level.

#23. Section 12 (Monitoring, Evaluation and Learning (MEL) Plan), page 20 of the RFA lists a custom indicator on "Percent of learners with an increase of at least one proficiency level in math at the end of primary school with USG assistance." However, math instruction is not mentioned anywhere else in the RFA. Could USAID kindly clarify whether instruction in math is expected as part of the Continuity of Learning program?

USAID Response: Yes, if there are math materials available and validated by MOE in the primary language.

#24. The list of Authorized Annexes on page 36 includes an annex named "Program Description." Can USAID please clarify the contents of this annex, and the required length?

USAID Response: Please refer to Section A - Program Description of the Notice of Funding Opportunity. There are no required page numbers for the Program Description however, applicants should be as succinct as possible.

#25. The list of Authorized Annexes on page 36 includes "6) Submission of letters or other documentation to verify commitments to meet cost-sharing requirements." However, on page 27, the RFA states that "cost share is only encouraged and not required." Is this a mandatory annex?

USAID Response: The cost share is a requirement under the Continuity of Learning activity. Subsequently, submission of letters or other documentation to verify commitments in meeting cost-sharing is mandatory.

#26.   As part of the Technical Evaluation Criteria on pages 47-48, the clauses on Institutional Capacity references "pre-award requirements, including the risk assessment, and the required representations and certifications." Can USAID please share the risk assessment and pre-award requirements against which this section is being evaluated? As the required representations and certifications will be included in the cost proposal, how will they be evaluated in the technical proposal?

USAID Response: For information related to the pre-award risk assessment and the required representations and certifications, please see ADS 303.3.8 and ADS 303.3.9.

27.   May Haitian organizations be non-exclusive, so that they can participate on multiple teams?

USAID Response: As stated on page 29 of the NOFO, an applicant is required to submit only one set of technical and cost applications.

28.   Would USAID kindly clarify whether enrolling out-of-school youth aged 6-12 into formal grades 1-4 would be considered an appropriate catch-up strategy for this activity?

USAID Response: Yes, as long as it is attainable and sustainable, but the focus is on at-risk-youth who are at risk of dropping out of school.

29.   Does USAID expect sub-IR 2.3 to involve the construction of latrines and wash points?

USAID Response: The successful applicant will not undertake any construction activities under the Continuity of Learning award. The successful applicant may be required to coordinate with other organizations which are conducting WASH-related construction activities in schools where the CoL is being implemented.

30.   Is there a limit on the number of attachments (per email) for the electronic submission?

USAID Response: Individual emails should not exceed 25MB.

31.   The NOFO requests several cost documents from the applicant (e.g., Representations and Certifications, NICRA, etc.). Are these items required from proposed subrecipients, or only from the prime applicant?

USAID Response: These items are required only from the Prime applicant.

32.   Section A: Program Description; Subsection 2. Problem Statement - What age range is USAID considering youth? It is unclear how USAID expects the bidder to support at-risk youth as most IRs focus on children aged 6-12 in grades 1-4?

USAID Response: For USAID, the youth range is from 10-29. As the first dropout wave begins in the 3rd grade with 75% of the Haitian study body being overage, the activity will focus on

children who are at risk of dropping out between 1st and 4th grade. The activity will identify what works to help at-risk youth stay in school.

33.   Section A: Program Description; 4. Guiding Activity Principles - The RFA states "The Continuity of Learning activity should be guided by Guiding Activity Principles which USAID has identified as vital for the success of the activity for the targeted beneficiaries in an unpredictable and high-risk environment." Can you please clarify which Guiding Activity Principles this is referring to?

USAID Response: Please refer to pages 8 and 9 of the NOFO. The Guiding Activity Principles are in the Program Description, section 4-8.

#34:   Section A: Program Description, Subsection 9: Targeted Beneficiaries/Geographic coverage/Coordination with USAID Implementing Partners - Can USAID please provide a list of USAID supported schools and the corresponding communes and departments where they are located?

USAID Response: Specific locations will be determined after award between USAID and the successful applicant.

#35.   Can USAID please provide "Haiti's 2020- 2022 Strategic Framework" which is mentioned on page 10 of the RFA? SECTION A: Program Description, Subsection 10. Goal of the new activity page 10.

USAID Response: The link to the Haiti's 2020-2022 Strategic Framework mentioned on page 10 of the Notice of Funding Opportunity #72052121RFA00003 can be found at: https://www.usaid.gov/haiti/strategic-framework

#36.   Can USAID please clarify Sub-IR 2.3 "Facilities for hygiene and water access are improved". Does USAID want the bidder to include funds for hand washing stations or any new construction? SECTION A: Program description, Subsection 11. Theory of Change (TOC) page 12.

USAID Response: The WASH component is about possible coordination with the WASH actors already on the ground. The funds will not come from EDU Office, but if the applicant has funding for this activity from another source that is welcomed.

#37.   Can USAID please clarify what type of data would be included in the "school level data collection and plan"? SECTION A: Program description, Subsection 11. Theory of Change (TOC) - page 15.

USAID Response: This is up to the IP to define but includes student information, teacher information, what MOE collects for the EMIS/SIGE program, and other information to monitor and evaluate student and teacher progress.

#38.   Will the bidder be required to cover the printing of the revised foundational literacy package for all beneficiary schools? SECTION A: Program description, Subsection 11. Theory of Change (TOC) - page 15.

USAID Response: Yes, the successful applicant will be required to account for these costs.

#39.   Did USAID intend to include a custom indicator on math? Custom Indicator 1 states "Percent of learners with an increase of at least one proficiency level in math at the end of primary school with USG assistance". SECTION A: Program description, Subsection 12. Monitoring, Evaluation and Learning (MEL) Plan - page 20

USAID Response: There are standard F indicators and customs indicators. The final custom indicators will be decided with the apparently successful applicant.

#40.   The RFA mentions that the estimated start date of the award is in Section B. However, Section B reads: "The estimated start date will be upon the signature of the award, on or about." The sentence is incomplete and does not provide a date. Can you please provide the estimated start date of the award? SECTION B: Federal Award Information 3. Start Date and Period of Performance for Federal Awards - page 23

USAID Response: The estimated start date of the award is December 2021.

#41. Section B (1) on p. 23 states, "*Approximately $19,850,000.00 of funding resources will be available for core activities (not including any Crisis Modifier activities) and a total of $1,750,000.00 for a Crisis Modifier*" while Section F (3) under "Crisis Modifier Supplement" on p. 53 states, "*The $2.5 million Crisis Modifier allows the Recipient to undertake the additional actions defined in the contingency plan, in the event of an anticipated or actual shock.*" Can USAID clarify if Crisis Modifier is $1,750,000 or $2,500,000? SECTION B: Federal Award Information under 1. Estimate of Funding Available and Number of Awards Contemplated and SECTION F: Federal Award Administration Information under item 3. Reporting Requirements - pages 23 and 53

USAID Response: The total amount of the award that is reserved for the Crisis Modifier Supplement is $1,750,000.00.

#42.   NOFO states that "*established a **minimum required** cost share of $1,500,000 ($850,000 for phase one and $650,000 for phase two)*" and just below in the same section it is stated that "*As cost share is only encouraged and **not required**, thus it will not constitute an evaluation criterion.*" Please clarify this discrepancy. Is cost share a NOFO requirement or not? SECTION C: Eligibility Information under 2. Cost Sharing - page 27

USAID Response: Cost-share is a requirement under the Continuity of Learning Activity.

#43.   Can USAID please provide a numbered list of all required annexes? Some of the annexes are numbered but then others are mentioned which are not in the numbered list.

USAID Response: Please refer to the numbered list on page 36 of the RFA, which includes Annex I & II mentioned on pages 32-33.

#44.   Is there flexibility on the requirements for the Haiti Project Director and the technical coordinator in terms of educational requirements and number of years in the education field? We respectfully request that USAID loosen the requirements for these positions.

USAID Response: USAID is flexible, but this will be discussed with the apparently successful applicant.

#45.   Does the Haiti Project Director need to be a full-time position?

USAID Response: Yes. All Key Personnel are required to have a level of effort (LOE) of 100%.

#46.   The RFA mentions that "Past performance information must be provided and should relate to the specific nature of the activity and the operational context in Haiti." Can you clarify if this is separate from Annex 10) Past Performance Data, which is to be filled out only for the apparently successful applicant? Is Past performance information required in the main body of the technical application? SECTION D: Application and submission information, Subsection 5. Technical application format, f) Institutional Capacity - pages 35 and 36

USAID Response: All applicants must submit the separate Past Performance Report form that can be found at pages 79-80 and 81 of the Notice of Funding Opportunity (NOFO) #72052121RFA00003

#47.   Can USAID please clarify what is required for f) Institutional Capacity on pg. 35? What is the page limit and which annex should this be? SECTION D: Application and submission information, Subsection 5. Technical application format - page 35

USAID Response: Institutional capacity refers to how well the applicant is able to manage an activity of the size of Continuity of Learning. The institutional capacity is part of the technical application which is limited to a maximum of 20 pages.

#48.   (6) Authorized Annexes allows for "*Submission of letters or other documentation to verify commitments to meet cost-sharing requirements*". Please clarify what documentation or provide examples of documentation that can be presented to verify organizational commitment to cost share. Section D. Application and Submission Information, subsection 5. Technical Application Format under g (6) Authorized Annexes - page 36

USAID Response: Letters of commitment, emails from other funding sources are examples of documentation that can be submitted to verify commitments in meeting cost-sharing requirements.

#49. Can USAID please clarify what is required in addition to describing key staff roles and responsibilities? Pg. 36 mentions, "in addition to non-key personnel involved with proposed

cooperative agreement on a part-time basis" and it is unclear what this means. SECTION D: Application and submission information, Subsection 5. Technical application format - page 36

USAID Response: Applicants are welcome to provide an organogram of their organization to better describe their staffing and the non-key personnel that will not furnish a Level of Effort of 100% involved.

#50. Pg. 36 number 3) is incomplete. It currently states "Proposed key staff/personnel roles and responsibilities with a description of their specific roles, duties, and qualifications in addition to non-key personnel involved with proposed cooperative agreement on a part-time basis. Please also provide resumes for proposed key staff as indicated in the program description to ensure coverage of all elements of the". Can USAID please provide the rest of the sentence? SECTION D: Application and submission information, Subsection 5. Technical application format - page 36.

USAID Response: "...all elements of the activity".

#51. On pg. 36 what does "4) Program Description" refer to? SECTION D: Application and submission information, Subsection 5. Technical application format- page 36

USAID Response: Please refer to Section A - Program Description of the Notice of Funding Opportunity.

#52. Do we understand correctly that #5 Branding Strategy and Marketing Plan and #10 Past Performance Reference Data are not required as part of the initial application package but will be required by the "apparently successful offeror" during Stage 2? SECTION D: Application and submission information, Subsection 5. Technical application format - page 36

USAID Response: Applicants are requested to submit a draft/preliminary version of their Branding Strategy and Marking Plan. The apparently successful applicant will be requested to submit a final version of their Branding Strategy and Marking Plan. Additionally, all applicants must submit the Past Performance Report form that can be found at pages 79-80 and 81 of the Notice of Funding Opportunity (NOFO) #72052121RFA00003.

#53. Can citations be included as an Annex (not counted towards page count), or is it included in the 20 Page Narrative limit? Section D: Application and Submission Information, Subsection 5. Technical Application Format, g) Authorized Annexes - page 36

USAID Response: Authorized annexes will not be counted towards page limit. Please refer to page 38 and 39 of the NOFO for the list of authorized annexes.

#54. The section states in the 1st para: "*The business (cost) application must illustrate the entire period of performance, using the budget format shown in the SF-424A.";* however, under item (d) Mandatory Budget and Budget Narrative it is written: "*The Applicant is requested to submit a budget broken down by program years (2 years for phase 1) with an accompanying detailed budget narrative.*" Is the cost application to cover the entire period of performance (5 years) or

just Phase 1 (2 years)? Section D: Application and Submission Information, Subsection 6. Business (Cost) Application Format - page 36

USAID Response: The cost application must cover the entire period of performance (5 years). However, it must clearly indicate the costs that will be incurred under Phase 1 and Phase 2 of the activity.

#55. Does USAID require applicants to submit completed certifications and assurances listed in this section for its subcontractors? Section D. Application and Submission Information, Subsection 6. Business (Cost) Application Format under c) Required Certifications and Assurances - pages 37 and 38

USAID Response: Certifications and assurances are to be submitted only by the Prime applicant.

#56. P. 37 under (c) Required Certifications and Assurances lists the following mandatory documents to be submitted with the cost 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).

P .37 under (h) Required Certifications states that "As part of cost application, the "Apparently Successful Applicant" must sign and submit the following certifications, assurances and other statements of the Recipient in accordance with ADS.303.3.8".
Please clarify if ADS 303mav is to be completed and signed at the initial application stage or at the "Apparently Successful Applicant" stage? Section D. Application and Submission Information, Subsection 6. Business (Cost) Application Format under c) Required Certifications and Assurances and Section D. Application and Submission Information, Subsection 6. Business (Cost) Application Format under (h) Required Certifications - pages 37 and 43

USAID Response: *Certifications, Assurances, Representations and Other Statements of the Recipient* to be completed by all applicants can be found at ADS 303mav (https://www.usaid.gov/ads/policy/300/303mav).

#57. *"Applicants must provide their established written policies on personnel compensation."* - Is this required only for the prime or for all proposed subrecipients as well? Section D. Application and Submission Information, 6. Business (Cost) Application Format under (d) mandatory budget and budget narrative - page 39

USAID Response: This is required only for the Prime applicant.

Original Q&A

#1- Please provide a copy of Haiti's 2020-2022 Strategic Framework cited on page 10 of the solicitation.
Answer: The link to the Haiti's 2020-2022 Strategic Framework mentioned on page 10 of the Notice of Funding Opportunity #72052121RFA00003 can be found at:
https://www.usaid.gov/haiti/strategic-framework

#2 - May a company incorporated in Canada be a member of a Consortium to respond to this Notice of Funding Opportunity (NOFO), and if so, can it be the lead?
Answer: The Geographic Code for the USAID's Continuity of Learning activity is 937. Applicants must be registered in SAM and possess a DUNS number.

#3 - Can a company incorporated in Canada be presented as a subcontractor of a US partner?
Answer: Eligibility for subcontractors under this procurement is reserved to local organizations.

#4 - Are there any specific forms to complete, in particular a form to present the CVs of key personnel? If so, can you please provide them.
Answer: Please provide CVs of Key Personnel as attachments. In addition, *Certifications, Assurances, Representations and Other Statements of the Recipient* to be completed can be found at ADS 303mav (https://www.usaid.gov/ads/policy/300/303mav).

#5 - In Section D.5.g., Authorized Annexes (pg. 36), #4. Program Description does not have an explanation of what the annex is supposed to include. Could USAID please clarify the expectation of that authorized annex?
Answer: Please refer to Section A - Program Description of the Notice of Funding Opportunity.

#6 - On pages 23 (Section B. 1. Estimate of Costs required) and 27 (Section C. 2. Cost Sharing) USAID indicates that the minimum required cost-share is $1,500,000; however, further down on page 27, USAID indicates that the cost-share will not be an evaluation criteria as "cost share is only encouraged and not required." Similarly, on page 49, USAID states the following about the cost-share: "Proposed cost share, *if provided*, will be reviewed for compliance with the standards set forth in 2 CFR 200.306, 2 CFR 700.10…". Can USAID clarify if the cost share is required or encouraged and if it will be an evaluation criteria?
Answer: A cost-share of $1.5M is required for the two phases of this activity (phase 2 subject to completion of renewal requirements). USAID has established a minimum required cost share of $1,500,000 ($850,000 for phase one and $650,000 for phase two) for the recipient of the award through local organizations in Haiti. USAID intends to provide $21,600,000.00 in total USAID funding contribution. The total estimated award amount inclusive of Cost-Share for the entire project is $23,100,000.00.

#7 - Regarding the Branding Strategy and Marking Plan, the RFA indicates on page 36 and 44 (Section D) that only the apparently successful applicant will submit a BSMP; however, on page 55 (Section F) it is indicated that "applicants must submit a draft BSMP along with the application." Can USAID confirm that the Branding Strategy and Marking Plan is to be completed by the apparently successful applicant and not with the proposal submission?

Answer: Applicants are requested to submit a draft/preliminary version of their Branding Strategy and Marking Plan. The apparently successful applicant will be requested to submit a final version of their Branding Strategy and Marking Plan.

#8 - On page 32, Section f. Institutional Capacity, the RFA States: "The applicant is required to submit information that demonstrates its institutional capacity along with any proposed sub-recipients, to effectively plan, implement, and monitor the proposed activities in the targeted area. Past performance information must be provided and should relate to the specific technical nature of the activity and the operational context in Haiti." However, there is no mention of Institutional Capacity in the technical approach (Section D); Section F Institutional Capacity describes the requirement in detail and mentions past performance; but Authorized Annexes (Section G, #10) states that Past Performance References are only required of the apparently successful applicant. Thus, can USAID clarify if the expectation is for applicants to include "Institutional Capacity" information in the Technical Approach narrative, within the 20-page limit and/or as Annex 1? Can USAID confirm the Past Performance References would only be submitted by the successful applicant in the future?
Answer: The Technical Application should include 3 sections: a) Technical approach, b) Management and Staffing Plan c) Institutional Capacity. The Technical Application must not exceed 20 pages exclusive of Cover Page, Table of Contents, Acronyms, executive summary, and authorized annexes. Additionally, all applicants must submit the Past Performance Report form that can be found at pages 79-80 and 81 of the Notice of Funding Opportunity (NOFO) #72052121RFA00003.

#9 - On page 9, USAID states that "Schools located in USAID/Haiti Resilience Focused Zones (RFZs) and in the West Department should be prioritized." However, it then lists additional departments/communes for USAID WASH activities and for coordination needs. Can USAID clarify if those additional departments/communes are to be considered for only those specific activities (WASH and coordination) or for all project activities?
Answer: WASH and coordination are not restricted to just the additional departments. This will be further fleshed out with the successful applicant.

#10 - Can USAID clarify what it means by: "To facilitate assistance needed at the local, community, and household levels through better coordination" on page 9?
Answer: Clarification of this statement: To help address learners' needs at the local level which will require coordination at the local, community, and household levels.

#11 - With the current emergency situation in Haiti caused by the earthquake and subsequent tropical storm, would USAID consider an extension of the current proposal submission date of September 24?
Answer: For the time being, the closing date to receive all applications remains September 24, 2021. The activity is intended to respond to learner's needs in the moment of current crises.

#12 - Can USAID confirm that a Management and Staffing Plan summary should be included as part of the 20-page Technical Approach document, along with the respective annexes to complement the Management and Staffing Plan? Or should the Management and Staffing Plan be considered as a separate document, with a separate page limitation?

Answer: The Technical Application should include 3 sections: a) Technical approach, b) Management and Staffing Plan c) Institutional Capacity. The Technical Application must not exceed 20 pages exclusive of Cover Page, Table of Contents, Acronyms, executive summary, and authorized annexes.

#13 - Can USAID clarify when the grade 3 materials being developed under LAC Reads will be available for implementation and confirm that the grade 3 and 4 materials will be for both French and Haitian Creole?
Answer: The Continuity of Learning activity will wrap up the pre-validation process of the 3rd grade and develop 4th grade materials.

#14 - Can USAID clarify whether the provision of assistance to schools and households under IR3.3 includes conditional cash transfers?
Answer: This will be further discussed with the apparently successful applicant as it depends on programming by other USAID technical offices.