



Issue Date: : **May 24, 2022**

NOFO Number : **72061322RFA00003**

Pre-application Conference : **June 02, 2022 (Register by May 30, 2022 per section D.3)**

Deadline for Questions: : **June 07, 2022**

Phase I Concept Deadline : **June 23, 2022**

Phase II: Full Application: : **TBD for selected concepts**

Program Title: Sustaining Prevention, Care and Support Services for Orphans and Vulnerable Children (OVC) in Zimbabwe

Ladies/Gentlemen:

The United States Agency for International Development in Zimbabwe (USAID/Zimbabwe) is seeking applications from qualified Zimbabwe entities to implement the activity “**Sustaining Prevention, Care and Support Services for Orphans and Vulnerable Children (OVC) in Zimbabwe**” in six clusters sites in Zimbabwe (please see section A). Eligibility for this award is restricted to local Zimbabwe organizations. Please see Section C of this NOFO for eligibility requirements. The authority for this NOFO is found in the Foreign Assistance Act of 1961, as amended.

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.

Applications pursuant to this NOFO will be reviewed utilizing a two-step process.

Phase I: Concept Paper

Applicants will first submit a concept paper that will be reviewed for responsiveness to the objectives of this NOFO and then evaluated according to the specific criteria provided in Section E. Selected applicant(s) will advance to Phase II following a co-creation process with applicants.

Phase II: Full Applications

Under Phase II, USAID will then request full applications from **selected** applicants from Phase I that will offer an opportunity to provide more detail.

Subject to the availability of funds, USAID/Zimbabwe anticipates awarding either single or multiple Cooperative Agreement(s) cooperative agreements covering the program activities for the

six (6) cluster sites for a period of five years. Concept papers may be submitted for one or more cluster sites (**one concept paper for each cluster site**) according to the applicant's financial and management capacity to meet the NOFO requirements in each cluster site. If an applicant is short listed/selected for more than one cluster site, they will be asked to submit only **one** written full application under Phase II stage covering the clusters it was selected/short listed under Phase 1. However, USAID reserves the right to fund any or none of the applications submitted. Detailed instructions for submission and review of the applications are found in Section D and E respectively.

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 NOFO is posted on www.grants.gov, and may be amended. It is the responsibility of the potential applicants to regularly check the website to ensure they have the latest information pertaining to this NOFO 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. 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.

USAID/Zimbabwe will hold a **virtual** pre-application conference at the above-mentioned date to clarify and further explain the requirements of this NOFO. Interested applicants who wish to participate in the virtual pre-application conference must register for the pre-application conference as specified in Section D. **Participants** will have an opportunity to ask questions at the pre-application conference as well. The responses to the questions asked during the conference and after the conference by the deadline will be provided in writing shortly after the questions deadline via an amendment of NOFO posted to grants.gov.

Additionally, USAID/Zimbabwe requires that applications be submitted **electronically only** at the time and date mentioned on the cover page.

Award will be made to the responsible applicant(s) whose application(s) best meet(s) the requirements of this NOFO and the merit review criteria contained in Section E. The successful applicant(s) will be responsible for ensuring achievement of the program objectives and expected results. Please refer to the Program Description in Section A of this NOFO for a complete statement of goals and expected results.

Applicants under consideration for an award that have never received funding from USAID will be subject to a pre-award assessment to determine fiscal responsibility and ensure adequacy of financial controls and establish an indirect cost rate if applicable.

Issuance of this NOFO does not constitute an award commitment on the part of the US Government nor does it commit the US Government to pay for any costs incurred in 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,

J. Zeb Simpson
Agreement Officer

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ABBREVIATIONS AND ACRONYMS

ADS- Automated Directives System

AGYW- Adolescent Girls and Young Women

AIDS- Acquired Immuno- Deficiency Syndrome

AO- Agreement Officer

AOR- Agreement Officer Representative

APS- Annual Program Statement

ART- Antiretroviral Therapy

C/ALHIV- Children and Adolescents Living with HIV

CBO- Community Based Organization

CDC- U.S. Centers for Disease Control

CDCS- Country Development and Cooperation

CD4- Cluster of Differentiation 4

CFR- Code of Federal Regulations

COP- Chief of Party

COP- Country Operation Plan

COVID-19- Coronavirus Disease

CRM- Climate Risk Management

DATIM- Data for Accountability Transparency and Impact

DHIS2- an open source, web-based platform most commonly used as a health management information system

DREAMS- Determined, Resilient, AIDS-Free, Mentored and Safe

DSD- Direct Service Delivery

DQA- Data Quality Assessments

EID- Early Infant Diagnosis

EMMP- Environmental Mitigation and Monitoring Plan

FP- Family Planning

GBV- Gender Based Violence

HIV- Human Immunodeficiency Virus

HIVST- HIV Self-Test

HTS- HIV testing

HTS_SELF- Number of individual HIV self-test kits distributed

IEE- Initial Environmental Examination

IIT- Interruption to Treatment

LIVES- Listen, Inquire, Validate, Enhance Safety, Support

IP- Implementing Partner

KP- Key Populations

MTDC- Modified Total Direct Costs

M&E- Monitoring and Evaluation

MER- Monitoring, Evaluation, and Reporting

MIS- Management Information System

MHPSS- Mental Health and Psychosocial Support

MOHCC- Ministry of Health and Child Care

MOPSE- Ministry of Primary and Secondary Education

MOPSLSW- Ministry of Public Service, Labor, and Social Welfare

MOU- Memorandum of Understanding

NAC- National AIDS Council

NAP- National Action Plan for OVC

NICRA- Negotiated Indirect Cost Rate Agreement

NOFO- Notice of Funding Opportunity

NOT_GEND_GBV- clients who were not offered full post a GBV care

OAA- Office of Acquisition and Assistance

OFAC- Office of Foreign Assets Control

OVC- Orphans and Vulnerable Children

OVC_ENROLL- Orphans and Vulnerable Children Enrolled

OVC_HIVSTAT- Orphans and Vulnerable Children with known HIV status

OVC_OFFER- Orphans and Vulnerable Children

OVC_SERV- Orphans and Vulnerable Children Served

OVC_VLR- Orphans and Vulnerable Children Viral Load Result

OVC_VLS- Orphans and Vulnerable Children Viral Load Suppression

PEPFAR- President's Emergency Plan for AIDS Relief

PLHIV- People Living with HIV

PMTCT- Prevention of Mother to Child Transmission

PEP- post-exposure prophylaxis

PP_PREV- Priority Population Prevention Service

PrEP- Pre-Exposure Prophylaxis

PTSD- Post-Traumatic Stress Disorder

PYD- Positive Youth Development

RFA- Request for Applications

SC- Selection Committee

SAM- System for Award Management

SI- Strategic Information

SRH- Sexual Reproductive Health

STI- Sexually Transmitted Infection

TB- Tuberculosis

TWG- Technical Working Groups

USAID-United States Agency for International Development

USG- United States Government

VAC- Violence Against Children

VL- Viral Load

VMMC- Voluntary Medical Male Circumcision

ZIMPHIA- Zimbabwe Population-based HIV Impact Assessment

SECTION A: PROGRAM DESCRIPTION

Program Description

Sustaining Prevention, Care and Support Services for Orphans and Vulnerable Children (OVC) in Zimbabwe” Activity

Under the President’s Emergency Plan for AIDS Relief (PEPFAR) in the Republic of Zimbabwe

1. Introduction

Zimbabwe has made exceptional progress towards achieving HIV/AIDS epidemic control. According to the Zimbabwe Population-based HIV Impact Assessment 2020 results, the country reached 87-97-90 against the 90-90-90 Joint United Nations Programme on HIV/AIDS (UNAIDS) targets, putting epidemic control of HIV within reach for the country. The United States Agency for International Development (USAID) in Zimbabwe, through the United States Government (USG) President’s Emergency Plan for AIDS Relief (PEPFAR), has played a critical role in this progress through multiple program areas, including the support of high-impact HIV prevention, care and support programs targeting those most at risk of HIV acquisition and poor treatment outcomes. Zimbabwe is well positioned to achieve epidemic control by 2030, provided the country maintains momentum, scales strategic prevention services, and delivers ‘last mile’ HIV prevention, diagnosis, and treatment services.

USAID is seeking implementing partners (IPs) for the *Sustaining Prevention, Care and Support Services for Orphans and Vulnerable Children (OVC) in Zimbabwe* Activity (hereafter, the Activity) on behalf of the U.S. President’s Emergency Plan for AIDS Relief (PEPFAR). The five-year Activity builds on best practices and lessons learned from 19 years of USAID experience implementing programs to improve health and wellbeing outcomes for children and their caregivers affected by HIV in Zimbabwe. Under the coordination of the Ministry of Health and Child Care (MOHCC), the National AIDS Council (NAC) and the Ministry of Public Service, Labor, and Social Welfare (MOPSLSW), the Activity will continue and improve current efforts to reduce HIV incidence and mortality, risk and vulnerability, and to increase the uptake of and retention in high impact HIV services among children, adolescents and youth in targeted communities in Zimbabwe. This Activity supports the country’s visions as outlined in Zimbabwe’s National HIV and AIDS Strategic Plan (2021-2025) and the National Action Plan for OVC (NAP 3).

2. Background¹

¹ In terms of the UNAIDS 90-90-90 (90% of the population knowing their HIV status, 90% of those who are HIV positive being on antiretroviral treatment and 90% of those who are on treatment being virally suppressed) targets, the 2020 ZIMPHIA results showed that 87% of the population had a known HIV status, 97% of those who are HIV positive are on antiretroviral treatment and 90% of those on treatment are virally suppressed. <https://www.unaids.org/en/resources/909090>

a. Context of HIV/AIDS in Zimbabwe

The country has made tremendous progress towards attaining the UNAIDS 90-90-90 goals. While prevalence remains relatively high in Zimbabwe, the country was one of the first to experience a sharp decline in new infections and HIV-related deaths. This has been attributed to a comprehensive set of prevention, treatment, care and support interventions that have been implemented through a multi-sectoral approach. Adult HIV prevalence has declined from 23.8% in 1999 to 12.9% in 2019 (ZIMPHIA, 2020). Zimbabwe has now met the second and third 90-90-90 targets: among adults diagnosed with HIV, 97% were on antiretroviral therapy (ART) and of those on ART, 90% had suppressed viral loads (ZIMPHIA, 2020).

Despite these impressive gains, several gaps remain. In 2020 an estimated 1.27 million people were living with HIV, of whom 69,972 were children (Zimbabwe HIV Estimates, 2020). Adolescents and young people continue to perform poorly compared to older people across the clinical cascade. While ART coverage among HIV positive adults was relatively high (92% for men and 93% for women), coverage among children was only 66% (Zimbabwe HIV Estimates, 2020). In terms of viral load suppression (VLS), ZIMPHIA 2020 showed that young adults have lower VLS than older adults: only 49.2% of men and 66.2% of women aged 15-24 years were virally suppressed.

Women in Zimbabwe continue to bear a disproportionate burden from HIV: those aged 15-49 have consistently higher HIV prevalence (14.8%) as compared to men (8.6%) and are nearly three times as likely to acquire HIV than men. According to ZIMPHIA 2020, HIV prevalence was three times higher among females (6.4%) than males (2.8%) aged 20-24 years. Multiple, interrelated factors cause adolescent girls and young women (AGYW) to be vulnerable to HIV, including low risk perception, poor access to education and economic opportunities, biological susceptibility, high rates of gender-based violence (GBV), and social and gender norms which limit AGYW's agency. In addition, the lack of consistent education on HIV, limited youth-friendly health services, and long distances to health and secondary education institutions contribute to low service uptake and attrition in programs.

There are also significant geographic disparities across the country related to HIV prevalence and coverage of services, due to a multitude of factors including border, mining and farming activities, as well as access to health services. The highest HIV prevalence rates are observed in the three provinces of Matabeleland South, Matabeleland North, and Bulawayo. According to the PEPFAR FY21 MER reported data for ART coverage among PLHIV under 20 years of age, coverage of ART among children and young people under the age 20 in the 44 PEPFAR priority districts ranges from a low of 42% in Chitungwiza to a high of 99% in Gutu. With the exception of Midlands, all provinces have one or more districts with ART coverage less than 70% among children and young PLHIV under 20 years of age.

More than thirty years into the HIV epidemic in Zimbabwe, children and youth continue to experience the negative effects of HIV across multiple dimensions including a legacy of orphanhood, lack of parental support, diminished financial capacity in households, which are often headed by elderly caregivers looking after several children, high rates of violence against children and a breakdown in traditional community structures responsible for the care and protection of children.

According to the 2017 Young Adult Survey of Zimbabwe (VACS, 2019, 2nd edition), 26.5% of females and 26.3% of males reported experiencing sexual, physical, and/or emotional violence before age 18. The prevalence of childhood sexual violence was significantly higher among females (9.1%) as compared to males (1.1%) and only 20.5% of females who experienced pressured or physically forced sex sought help. The impact of childhood violence, especially on girls and women, is far reaching. Nearly one in four females ages 13–24 (23.3%) who experienced pressured or physically forced sex became pregnant because of the first or the most recent incident. Three out of ten females (30.6%) who experienced childhood sexual violence had ever thought of suicide, a significant difference compared with those who had not experienced sexual violence in childhood (11.2%). Females ages 18–24 who experienced childhood physical violence were significantly more likely to have current mental distress (47.4%), have thought of suicide (24.6%), or have had symptoms or a diagnosis of a sexually transmitted infection (STI) (12.0%), compared with females with no childhood physical violence (32.5%, 10.7%, and 6.4%, respectively).

Zimbabwe has experienced years of economic decline which has impacted the delivery of health, education and social services in many ways, including frequent shortages of basic supplies and commodities, poorly maintained infrastructure, and chronically underpaid and demoralized healthcare workers, teachers and social workers. The country is currently experiencing an alarming increase in the number of healthcare workers leaving the country for better opportunities. While commitment within the MOHCC to end AIDS is high, the funding needs far outpace the Government's annual budget expenditures on health. As a result, Zimbabwe's HIV program relies on external resources from multiple donors to fund the HIV response.

The current COVID-19 pandemic has compounded an already difficult situation by further damaging the economy and decreasing access to essential health, education and social services. While the full impact of COVID-19 on children is not yet known, it is sure to be long-lasting. Already, frequent school closures over the past two years have led to increased dropout rates, child marriages and reports of GBV.

b. United States Government contribution to the HIV response in Zimbabwe

The USG has supported comprehensive HIV programming in Zimbabwe since 2006, when PEPFAR funding was first made available to Zimbabwe. The focus of the PEPFAR program is to attain the UNAIDS fast track 90-90-90 targets, with the goal of achieving epidemic control and ending AIDS by 2030. With funding from PEPFAR, the USG provides approximately \$200 million annually to support HIV programming in Zimbabwe, which is implemented by USAID and the U.S. Centers for Disease Control (CDC). In FY21, PEPFAR continued to invest in the delivery of a comprehensive package of HIV prevention, care and treatment activities in the 44 most affected districts that represent 85% of the HIV burden in Zimbabwe. While PEPFAR support strengthens all levels of the health system, there is an emphasis on improving the availability and quality of services at the actual point of service delivery to clients (e.g. health facility and/or community level) as well as differentiated and client-centered approaches to address access barriers and encourage service utilization and retention in care among those most in need.

USAID manages approximately \$140 million of the total PEPFAR annual budget, of which approximately \$16 million was allocated to implement community programs for children, adolescents and youth impacted by HIV in FY22. The Activity reflects priorities for prevention, care and support for vulnerable children described in the annual PEPFAR Zimbabwe 2021 Country Operation Plan (COP) and, through adaptive management and annual work planning, will reflect the priorities of future COPs. The Zimbabwe COP is an annual planning process developed in partnership with the Zimbabwe MOHCC, the Global Fund, non-government organizations, and other HIV/AIDS stakeholders.

Aside from PEPFAR, USAID also manages a diverse health portfolio in Zimbabwe worth approximately \$29 million per year. The USAID non-HIV health portfolio includes funding for tuberculosis, malaria, maternal and child health, family planning, and COVID-19.

c. Background to USAID's OVC programs in Zimbabwe

Beginning in 2002, USAID has played a critical role in reducing the negative impact of HIV on children and their families in Zimbabwe by implementing programs targeting children in a range of adverse situations, including children who are living with HIV, living with caregivers who are living with HIV, orphaned, at risk of becoming infected, or a combination of these factors. The focus of this programming has evolved significantly over time in response to the commencement of PEPFAR and the changing landscape of HIV in the country. Initially, before ART was widely available, the program prioritized mitigating the impact on children who experienced the loss of a parent due to AIDS through psychosocial counseling, education support and financial assistance for (often elderly) caregivers. Over time the program incorporated other priority areas including child protection, sexual violence prevention, household economic resiliency, family stability and broader health issues (e.g., sexual reproductive health (SRH), HIV prevention, mental health).

The current OVC program targets children and adolescents living with HIV (C/ALHIV) and others who are at heightened risk of HIV infection such as HIV positive pregnant women and their babies, HIV positive parents/caregivers with low viral suppression, children of Key Populations (KP), and children and adolescents who are survivors of sexual violence. The OVC program supports the entire HIV continuum of services by delivering evidence-based HIV and sexual violence prevention curricula to adolescents, facilitating access of HIV exposed and at-risk children to HIV testing (HTS), supporting newly diagnosed children and their caregivers to access ART, and delivering a range of complementary activities aimed at treatment adherence, retention in care and viral suppression. Where there is geographic overlap, the OVC program works hand in hand with the PEPFAR Determined, Resilient, AIDS-Free, Mentored and Safe (DREAMS) program by identifying and referring eligible AGYW to the program, and, in some cases, serving as a provider of services which make up the DREAMS package (e.g., education subsidies, economic strengthening and parenting interventions). USAID supports a comprehensive, peer-led approach aimed at improving HIV and psychosocial and mental health outcomes among HIV positive children, adolescents and youth, who have specific needs and face unique barriers related to their age and developmental stage. All of these platforms are leveraged to raise awareness about COVID-19 and promote vaccine uptake.

In FY21, USAID supported more than 470,000 OVC in 21 Districts (Annex 1), of which 44% (about 175,000) were enrolled in the OVC Comprehensive model (described below) and

approximately 27,000 were C/ALHIV. USAID reached an additional 13,000 children and young people (up to age 24) in six priority districts with a layered package of supportive services offered during health facility visits, pediatric and adolescent clinic days, support groups, home visits and mobile health checks.

USAID has consulted with young people and a number of stakeholders providing services to children, including the MOPSLSW; USAID DREAMS partners; the MOHCC; NAC; the Ministry of Primary and Secondary Education (MOPSE); community and faith-based organizations; and non-governmental organizations. Key findings and recommendations from a comprehensive review of the OVC portfolio in 2019 informed this Activity's objectives, expected results, and technical priorities in this program description (Figure 1).

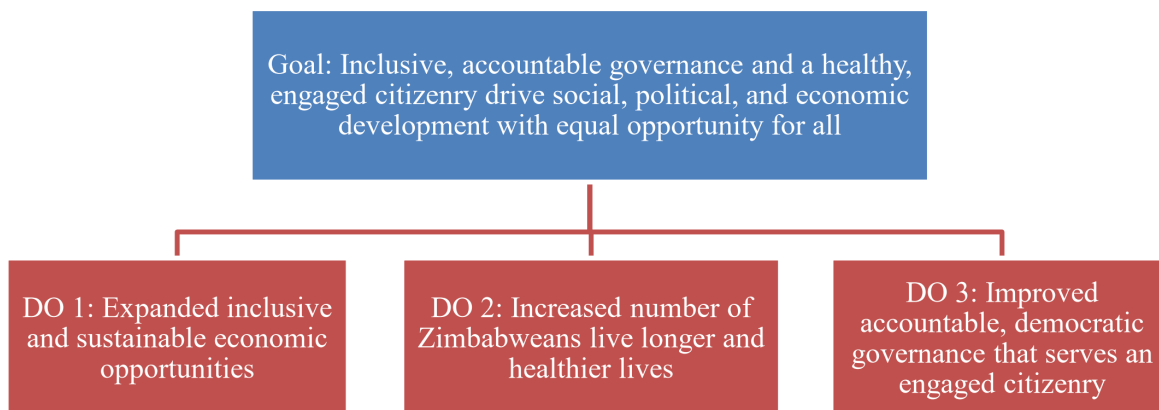
Figure 1: Summary of findings from the OVC portfolio review (2019)

- Identify efficiencies in providing the service packages by sub-population and form consensus across OVC and DREAMS partners to establish a more unified approach across all packages.
- Consider ways to integrate mental health support, especially for GBV survivors and highly vulnerable children (children with HIV and/or with disabilities etc.).
- Define the standard package of support for HIV and GBV prevention for adolescents within the OVC portfolio. Establish how many adolescent girls and boys in the program target areas are accessing evidence-based HIV and violence prevention interventions and aim to increase coverage.
- Expand the use of tools to monitor implementation fidelity of interventions.
- Consider how OVC community cadres can support Children's Support Groups.
- Standardize case conferencing procedures and add a fidelity checklist.
- Prioritize sub-populations and aim to achieve a meaningful level of coverage. Generate denominators, update targets and monitor coverage of sub-populations. Use Zimbabwe-specific, district-level (when possible) data sources to set targets (e.g., school dropout, adolescent pregnancy, experience of violence, numbers of KPs).
- Determine expenditures per service package and standardize across partners.
- Develop a standardized, unified database for use across IPs and devise dashboards to capture layering of OVC services; improve the data capturing and layering of OVC services at household level; and increase the number of services received by a household to more than one service/quarter.

- Set mutually-agreed-upon targets with clinical IPs, OVC IPs and health facilities to strengthen implementation of Clinic-Community Linkage Memorandums of Understanding (MOU).

d. Linkage to USAID/Zimbabwe Country Development Cooperation (CDCS) Strategy

The Activity is designed to be consistent with the USAID/Zimbabwe CDCS’s aspirational goal: “Inclusive, accountable governance and a healthy, engaged citizenry drive social, political and economic development with equal opportunity for all.” The Activity supports the second Development Objective, which aims to have an “increased number of Zimbabweans live longer and healthier lives.” The Activity would specifically contribute to longer and healthier lives by reducing new HIV infections and supporting sustainable health outcomes for children, adolescents, young people and their caregivers.



e. USG and donor coordination

All USG agencies work together closely as one PEPFAR country program, jointly defining strategies and targets on an annual basis through the COP process. Please refer to <https://www.state.gov/2022-country-operational-plan-guidance/> for the most recent PEPFAR COP guidance. The Activity will serve as a pivotal implementation mechanism for USG support to control the HIV epidemic in Zimbabwe, in collaboration with other USAID and PEPFAR activities, including related projects implemented by CDC, as well as a range of other stakeholders, to maximize synergies and share program learning and best practices. The Global Fund is a major source of support to the national HIV response, allocating Zimbabwe approximately \$425 million dollars over 3 years (2020-2022) to combat HIV. Through the annual COP process and routine coordination meetings with the Global Fund country managers,

the PEPFAR inter-agency team ensures investments towards Zimbabwe's HIV response are complementary and not duplicative.

This Activity is situated within the Global Child Thrive Act of 2020, see: <https://www.congress.gov/bill/116th-congress/house-bill/4864> and the USG's whole-of-government commitment to advancing protection and care for children in adversity, see: <https://www.usaid.gov/documents/1866/advancing-protection-and-care-children-adversity>.

This Activity will contribute towards [Global LEAD](#), an Agency-wide initiative that supports the capacity and commitment of emerging young leaders to become partners in building self-reliant communities through civic engagement, education, and leadership development. The Activity will also collaborate with other Mission youth development and empowerment programs including the Local Works Zimbabwe Youth Program.

f. Local ownership and sustainability

The Activity seeks to advance local ownership of a comprehensive, sustainable, integrated, community-based HIV response. The Activity will seek to foster community participation and adopt innovative approaches to engage a broad range of stakeholders, service providers and program participants to support sustainable activities for vulnerable children, adolescents and their families in the targeted geographical areas. The Activity will transfer skills from the implementing partners to smaller community partners as well as host country social welfare and youth offices, health providers, teachers and HIV/AIDS coordinators and policy makers, especially at the district level. Additionally, this Activity will work with boys and girls, parents/caregivers, community cadres and community leaders to strengthen family relations and address attitudes and norms which fuel social problems such as violence against children (VAC), GBV, forced child marriage, and early pregnancy. Capacity building components will strengthen Zimbabwe's ability to reach and maintain HIV epidemic control after this Activity ends.

In line with Positive Youth Development (PYD), USAID will ensure that young people take leadership in defining priorities and designing interventions and implementation approaches in this Activity. To build and strengthen a network of local actors that can support youth, and in line with USAID's Private Sector Engagement policy, the Mission will find ways to consult, strategize, align, collaborate, and implement the Activity with the private sector for greater scale, sustainability, and effectiveness of development outcomes.

Historically, local partners in Zimbabwe have been instrumental in the progress towards epidemic control. Local partners' in-depth appreciation of the context makes them best placed to support the country's health needs. USAID is committed to working with local institutions and actors to build self-reliance and sustainability. This award is limited to local partners, furthering USAID's contribution to PEPFAR's target of at least 70% direct funding to local partners.

3. Objectives, expected results and illustrative activities

The goal of the Activity is to **improve health, safety, education and stability outcomes for orphans and other vulnerable children, adolescents, and youth affected and infected by HIV in Zimbabwe.**

The Activity has four objectives:

- Objective 1: Improve access to HIV care and treatment services for children, adolescents, and youth
- Objective 2: Strengthen child and family safety skills through improved access to HIV and GBV prevention, GBV response, and child protection services
- Objective 3: Improve economic stability and educational attainment for vulnerable children and their families
- Objective 4: Strengthen local systems for planning, coordinating, monitoring and assuring the quality of services for vulnerable children and their families

Objective 1: Improve access to HIV care and treatment services for children, adolescents, and youth

As Zimbabwe nears epidemic control, OVC programming must also evolve to focus on the most imperative challenges facing children in the epidemic. This Activity will employ effective approaches to address continued transmission of HIV from mothers to their babies, support closure of the pediatric treatment gap, and address the unique barriers to retention in care and viral suppression experienced by children, adolescents and youth living with HIV, including expanded access to integrated mental health and psychosocial support (MHPSS). Key to improving HIV clinical outcomes is robust collaboration between OVC and clinical implementing partners, with OVC partners providing wrap-around, community-based support to complement and enhance the effectiveness of HIV clinical services delivered at health facilities.

Expected Results under Objective 1 include:

- Increased diagnosis of HIV infection among children, adolescents and youth, including early infant diagnosis (EID)
- Improved HIV treatment, adherence and viral suppression among children, adolescents and youth
- Improved mental health of children, adolescents and youth living with HIV
- Improved developmental milestones for HIV exposed and HIV positive infants and young children
- Improved sustainability of access to the various treatments and services supported under this Objective

Illustrative activities include but are not limited to:

- Strengthen bi-directional referrals with community service providers, case managers and PEPFAR HIV clinical partners and health facilities and facilitate access to all HIV-related

testing (HTS, EID, TB, CD4 and VL), HIV treatment and care, STI services, emergency or routine healthcare (e.g., immunization, nutrition).

- Establish systems for reporting the HIV status of all children and their caregivers, assess children with unknown HIV status, link them to the appropriate HIV services (HIV testing, treatment or prevention) and verify that the referrals have been completed.
- Apply a case management approach to ensure children who have been tested receive their results, confirm all HIV positive children are enrolled in ART, support caregivers with age-appropriate disclosure counseling, monitor adherence to ART among children and family members, provide counseling in nutrition and other health issues such as TB and malaria, assist with community defaulter tracking and facilitate linkage to viral testing.
- Implement models which increase retention of HIV-positive mothers and their exposed infants in PMTCT, including completion of EID, support mothers with information on breastfeeding, nutrition, early childhood stimulation and development.
- Facilitate linkage to and/or coordinate Decentralized Service Delivery (DSD) models such as multi-month dispensing, decentralized drug distribution and peer support groups for adherence, retention and improved viral suppression.
- Train case managers on updated ART guidelines for children, pediatric formulations, drug administration and ARV transitions to improve their ability to support households with ART adherence.
- Scale up effective models of providing HIV positive children, adolescents and young people with MHPSS, treatment literacy and ART adherence such as peer support groups and individual/group mentoring.
- Support the integration of MHPSS into service provision for C/ALHIV, including task sharing to non-mental health specialists, capacity building of community cadres in MHPSS and training and supporting young PLHIV to serve as facilitators.
- Empower young people living with HIV to serve as peer support leaders for C/ALHIV, actively participate in case finding (e.g., distribution of HIV Self-Test (HIVST) kits), expand access to differentiated, needs-based care for their peers and advocate for youth friendly service provision at the health facility level.

Objective 2: Strengthen child and family safety skills through improved access to HIV and GBV prevention, GBV response and child protection services

As children become young adults, their risk of acquiring HIV through sexual transmission increases sharply due to a myriad of factors related to social and gender norms, increasing exposure to risk, the extent of protective factors at play in the family and community settings, among others. Adolescent girls who have lost a parent, for example, tend to have an earlier sexual debut than their male counterparts. Furthermore, adolescent girls who have lost a parent or who are living with a caregiver who is ill due to HIV have higher rates of transactional or other unsafe sex and higher exposure to physical and emotional abuse. The 2017 Zimbabwe VACS

demonstrated that forced and coerced sex among girls and young women can occur at very young ages. To prevent and protect children from violence, this Activity will use evidence-based strategies to promote prevention of sexual violence and HIV among adolescent girls and boys; strengthen linkages to other prevention services; increase access to post violence care and other GBV response services; and engage caregivers and communities in activities that address harmful norms and promote the protection and safeguarding of children.

Expected Results under Objective 2 include:

- Increased uptake of gender-based violence prevention, post violence care and other GBV response services
- Increased knowledge among parents and caregivers in the areas of comprehensive sexual reproductive health, violence prevention, parent-child communication, nutrition and education
- Strengthened community systems for prevention of VAC, child protection and GBV response

Illustrative activities include but are not limited to:

- Expand coverage of evidence-based sexual violence prevention activities and age-appropriate SRH education for adolescents and their caregivers.
- Strengthen bi-directional referrals with community service providers, case managers and PEPFAR HIV prevention partners to facilitate access of high-risk adolescents and young people to pre-exposure prophylaxis (PrEP), voluntary medical male circumcision (VMMC), DREAMS and other SRH services (family planning (FP), STI, condoms).
- Strengthen case managers' skills in case identification and how to discuss violence with children and their caregivers; develop safety plans and facilitate referrals for GBV response services.
- Provision of first line response best practices of “Listen, Inquire, Validate, Enhance Safety, Support” (LIVES) training for all service providers, case managers, mentors, and facilitators interacting with young people, especially AGYW.
- Establish/strengthen community systems to increase access of GBV survivors and victims of violence to timely clinical post-violence care – within 72 hours to facilitate post-exposure prophylaxis (PEP) -- as well as other GBV response services including legal aid, shelter and psychosocial support. Note, this Activity is not expected to provide clinical post-violence care services, but rather facilitate access of survivors to services offered by public or private sector health facilities, some of which may be supported through PEPFAR or other donors.
- Sensitize community stakeholders about violence against children, GBV, early/forced marriage and their impact on young people and the community; implement evidence-

based interventions which work with communities and their leaders to change harmful norms and practices.

- Expand evidence-based models for caregivers which promote positive parenting and develop knowledge and skills in GBV prevention/response, child protection and safeguarding, observance of child rights and the importance of education and health.
- Support multi-stakeholder platforms for identifying, reporting and resolving cases of violence against children and GBV, including district and community level child and adult-led child protection committees.
- Strengthen boys' and girls' skills in identifying and reporting abuse.

Objective 3: Improve economic stability and educational attainment for vulnerable children and their families

The vulnerability of children is most effectively mitigated when the families and households in which they live are strengthened. Interventions designed to strengthen the capacity of families to achieve child wellbeing outcomes will ensure that families and caregivers have access to basic economic and social support and are able to access resources to meet important family needs (e.g., education, health costs, food). The Activity will utilize a case management approach to help children and their families to access needs-based education and economic strengthening activities. Activities under this objective will not only strengthen HIV treatment outcomes but will improve young people's and families' resiliency and build a strong foundation for children and adolescents to live productive and healthy lives.

Expected Results under Objective 3 include:

- Increased school progression for children, with an emphasis on transition to secondary school for adolescent girls
- Reintegration of out-of-school children to formal and non-formal education, including vocational skills training
- Improved financial literacy and skills of out-of-school adolescents, youth and caregivers
- Caregivers are able to access money (without selling productive assets) to pay for household needs

Illustrative activities include, but are not limited to:

- In collaboration with schools, develop practical systems for monitoring and supporting children's school attendance, performance and progression, as well as early warning systems to help children stay in school.
- Provide education assistance for adolescent girls and boys and C/ALHIV, including support with homework, school tuition and materials, with the goal of supporting them to transition from primary to secondary school.

- Collaborate with adolescent girls to design sustainable interventions for menstrual health management, with the objective of reducing school absences.
- Develop and scale sustainable approaches to facilitate school reintegration for vulnerable children and adolescents who have dropped out of school, including HIV positive children and young mothers.
- Develop and scale sustainable approaches to link out-of-school young people to market-driven entrepreneurship and vocational training, small business opportunities and other economic strengthening activities.
- Utilize evidence-based approaches to improve economic resilience of young people and their caregivers; activities may include financial literacy training, village savings and loans groups, training in income generation, among others.
- Partner with private sector, business associations, cooperatives and other entities to link families to finance and market opportunities and to support young people to gain the skills necessary to enter the world of work.

Recipients are encouraged to identify, leverage, and/or partner with economic strengthening, livelihoods, and work-readiness interventions in existing USAID programs, where possible.

Objective 4: Strengthen local systems for planning, coordinating, monitoring, and assuring the quality of services for vulnerable children and their families

The Recipient will strengthen the capacity of community-based and community-led organizations, including those led by youth and PLHIV; faith-based organizations; and Government stakeholders to implement and sustain effective programs for vulnerable children in order to contribute to broad-based local ownership and sustainability of the HIV response. Key capacity areas to be addressed in this Activity include institutional capacity strengthening of nascent local organizations; multi-sectoral coordination systems at decentralized levels; data management, analysis and use; and program quality and improvement. Local partners have been critical in mitigating the challenges brought about by COVID-19, demonstrating their capacity to adapt and innovate to ensure continuous service delivery for vulnerable children and their families. This Activity will support continued implementation of successful innovations developed for the COVID-19 context and leverage and strengthen PEPFAR-supported platforms to be responsive to future health threats and emergencies.

The OVC Comprehensive model (described below) requires close tracking of participants' progress through all stages of implementation, from identification through assessment and delivery of services, to graduation. This entails accurate assessment of beneficiary needs, matching beneficiaries with all required services, tracking of service delivery (including those provided through other social protection programs) and rapidly addressing service failures. The Recipient must be able to describe the improved status of particular households and children in their care at any time during the program period. This will allow programs to better determine whether and when households and children have been sufficiently strengthened to graduate out of

support. Programs will also be in a position to appropriately transition families and children to additional support when it is required, or in anticipation of program closure.

The Zimbabwe OVC Management Information System (MIS) is the central repository for data related to vulnerable children and their families served by PEPFAR-funded programs. The primary purpose of the OVC MIS is to ensure that all OVC IPs are routinely collecting and using OVC beneficiary data in a standard manner that makes data readily available to inform program decision making, allows for smooth data aggregation across IPs, and simple aggregation of monthly and quarterly data for reporting to USAID and PEPFAR.

USAID OVC IPs are responsible for routinely capturing their program monitoring data into the MIS ensuring the data meets all quality dimensions including, accuracy, completeness, precision, validity, integrity, and timeliness. In addition, USAID OVC IPs are required to actively participate in periodic national and subnational level strategic information technical working groups (TWGs) where MIS data is reviewed, deduplicated, analyzed, and used to inform program decision making.

Expected Results under Objective 4 include:

- Strengthened capacity of local organizations and Government stakeholders to lead, implement and sustain effective HIV prevention, treatment and related programs for vulnerable children and their families
- Improved use of data to plan, coordinate, monitor, adapt, and assure quality of services for vulnerable children and their families
- Continuity of services assured through implementation of adaptations to mitigate against COVID-19, other pandemic challenges or emergencies.

Illustrative activities include, but are not limited to:

- Identify nascent community organizations to serve as implementing partners and work with them to develop their organizational capacity.
- Develop/strengthen district-level coordination mechanisms which bring together multi-sectoral health and social protection actors who are supporting children and their families for efficient and holistic service delivery to families.
- Collaborate with young people to identify barriers to the uptake of HIV, SRH, GBV, child protection services and identify innovations to strengthen youth-friendly and child-friendly service provision.
- Use human-centered design informed approaches to develop updated, epidemic-informed innovations for HIV prevention and treatment interventions targeting children, adolescents and youth.

- Generate program evidence and support its utilization to scale up proven innovations. Examples include a deep dive into graduation benchmarks, analysis of clinical and OVC program data, review of services received by subpopulations, etc.
- Advocate with and support local health, child welfare and GBV service providers to remain operational during public health challenges, such as COVID-19 or other emergencies, and facilitating access of children and families to these services.
- Respond timely and adapt strategies when the operating environment changes rapidly, such as use of virtual approaches to ensure continued contact with program participants.
- Collaborate with schools to support virtual platforms for education for continuity of learning during COVID-19, other public health challenges or emergencies.
- Leverage PEPFAR platforms to support community-wide detection and referral mechanisms for children and families impacted by COVID-19 or public health emergencies requiring additional support, with special attention to children separated from families and families where death of a parent has occurred.
- Implement innovative approaches for collecting, analyzing, disseminating and learning from program data to improve the quality of services for children and their families.
- Ensure community feedback mechanisms are in place to identify and address community concerns and to improve service delivery.
- Develop and implement a strategy to ensure implementation fidelity and consistency across geographic areas and to further institutionalize community support services for vulnerable children and their families.

4. Technical approach

a. Target populations

The primary target population for this Activity is children and adolescents aged 0-17 years and HIV positive youth aged 18-24 years. Secondary populations include HIV positive pregnant women, parents/caregivers and siblings of enrolled children, and community leaders and influencers. The Recipient will propose differentiated approaches for these specific subpopulations:

OVC Comprehensive (children 0-17 years² and their caregivers):

- C/ALHIV aged 0-17 years, especially those with poor viral suppression and history of interruption to treatment (IIT)
- Child survivors of sexual violence

² According to current PEPFAR guidance, young people who are enrolled in the OVC Comprehensive program who turn 18 years and are still completing activities, such as education, may continue to be supported until the age of 20.

- Children of KP aged 0-17 years, especially children of HIV positive KP
- HIV positive pregnant women and their HIV exposed infants, particularly infants of mothers at risk of Interruption in Treatment (IIT) and adolescent mothers

OVC Preventive (adolescents 10-14 years):

- Adolescent girls and boys 10-14 years at risk of HIV infection and/or violence

Holistic Care for HIV Positive Youth (age 18-24 years):

Given many adolescents and young people living with HIV have weak adherence to ART, frequently drop out of treatment programs and have lower viral suppression, the Activity will also provide a holistic package of care to HIV positive youth aged 18-24 years.

b. Geographic coverage

The geographic focus for this Activity will be within 25 of the 44 PEPFAR priority districts which have been clustered for operational efficiency (see table below). At the present time, it is envisioned that the full technical approach (OVC Comprehensive, OVC Preventive and Holistic Care for HIV Positive Youth) will be implemented in the districts listed in the table below. Geographic coverage will be assessed on an annual basis during the COP response and consider programmatic achievements, updated epidemiological data, including ART coverage and burden of HIV among the target populations, and available resources. The Activity will be responsive to these evolving strategic shifts while ensuring responsible transitions for children, households, and communities supported through the program. It is USAID's expectation that in districts with existing USAID OVC programming, new recipients will coordinate with previous recipients to ensure a smooth transition of beneficiaries. USAID envisions making up to six awards under this NOFO, organized around geographic clusters as described below, with indicative cluster specific targets and budgets.

Table 1: Indicative Cluster specific targets and budgets

| Clusters | Province/s | Districts | Indicative OVC_SERV and OVC_HIVSTAT Targets | Indicative Budget |
|------------------|--|--|--|--------------------------|
| Cluster 1 | Harare Mashonaland Central Mashonaland East | Harare Mazowe Seke Goromonzi Chitungwiza | 46,338 | \$ 19,209,488 |
| Cluster 2 | Masvingo | Chiredzi Chivi Gutu Masvingo Mwenezi | 23,895 | \$9,905,857 |
| Cluster 3 | Manicaland | Buhera Chipinge Makoni Mutare | 46,818 | \$19,408,690 |
| Cluster 4 | Bulawayo Matabeleland North Matabeleland South | Bulawayo Bulilima Insiza Lupane Gwanda | 23,228 | \$ 9,629,211 |
| Cluster 5 | Midlands | Gweru Kwekwe | 9,998 | \$ 4,144,862 |

| | | | | |
|------------------|------------------|----------|--------|---------------|
| Cluster 6 | Mashonaland West | Chegutu | 42,701 | \$ 17,701,892 |
| | | Hurungwe | | |
| | | Makonde | | |
| | | Zvimba | | |

c. OVC technical approach

The PEPFAR approach to OVC programming employs two separate but complementary program models: OVC Comprehensive and OVC Preventive.

The **OVC Comprehensive** model targets children aged 0-17 years and their families with known risk factors and vulnerabilities related to HIV, especially those who are living with HIV and/or have experienced sexual violence. Participants in the OVC Comprehensive model should be identified through strategic entry points including health facilities (e.g., HIV treatment and PMTCT services), child protection and social welfare systems, KP programs and relevant community structures and cadres. The OVC Comprehensive model is more resource intensive and offers a wider range of services to address an array of health and socio-economic vulnerabilities over a longer period of time.

Services should be child-centered, family-based, and delivered using a case management approach that includes routine home visits. A family-based approach not only enables activities to address a child and his/her caregiver, but it also directs service delivery to all children in a household, each of whom may be subject to risks. Key components of case management are identification of the child/family, needs assessment and enrollment, and creation, implementation and monitoring of a case plan. This model builds on social work approaches and is aimed at empowering families and supporting them to identify solutions to address their critical vulnerabilities associated with HIV. Graduation from the program is determined when the household meets eight benchmarks in the Health, Stable, Safe and Schooled key domains (see <https://www.state.gov/wp-content/uploads/2021/09/FY22-MER-2.6-Indicator-Reference-Guide.pdf>). In order for this family-centered approach to be successful, the different entities providing services to a child and his/her family (e.g. clinical services, child welfare, community care) must have coordination mechanisms in place and carry out routine case conferencing.

OVC programming is central to HIV prevention efforts through actively working to reduce vulnerabilities that place adolescents, especially girls and young women, at risk of HIV infection. The **OVC Preventive** model focuses on adolescent boys and girls aged 10-14 years who are at risk for HIV but do not have a known risk exposure. Accordingly, the OVC Preventive model is different from the OVC Comprehensive model in both intensity and length. The OVC Preventive approach engages children aged 10-14 years, parents, teachers, and faith and traditional leaders in protecting children and adolescents from violence and in supporting healthy decision-making through the use of **evidence-based, PEPFAR-approved curricula** that prevents sexual violence, delays sexual debut and prevents HIV. Evaluation of the OVC Preventive model is also distinctly

different from the comprehensive program and does not involve case management or monitoring against graduation benchmarks. Examples of evidence-based sexual violence prevention curricula which are currently being implemented in Zimbabwe include Sinovuyo, SASA, IMPower, Families Matter! and Coaching Boys to Men. Participants in the OVC Preventive program should be recruited in groups from community settings such as schools, churches and community fora, with priority given to communities in high HIV burden districts and/or hot spot areas.

d. Holistic Care for HIV Positive Youth

Young PLHIV aged 18-24 years do not fall into the category of OVC which is limited to children aged 0-17 years. However, when factoring in HIV outcomes (knowledge of HIV status, adherence to ART and viral suppression), youth aged 18-24 years have similar risk and health-seeking behaviors and face similar challenges in accessing care as older adolescents. Adolescents and young adults are less likely to visit health facilities in general and more likely to default from treatment and have poor viral suppression. Adolescents and young adults may experience mental health conditions related to their HIV status including depression, anxiety, substance abuse, post-traumatic stress disorder (PTSD) and psychosis. The Activity will prioritize youth-led interventions focused on reducing the barriers young people face with case-finding, linkages to ART, adherence, retention in care and viral suppression (see illustrative activities under Objective 1).

The Activity will apply a distinct and holistic approach to supporting adolescents and young PLHIV which recognizes the key changes which occur during adolescence: growing autonomy and independence, changing social networks, developing self and sexual identity, increasing cognitive ability but greater impulsivity and societal expectations to perform in adult roles but limited access to financial resources to do so. Key programming principles for youth-friendly HIV service provision include meaningfully engaging young people in the design, implementation and monitoring of services; utilization of peer support models; integrated service options including SRH, TB and MHPSS; and differentiated models to address access barriers (e.g., community-based approaches, telehealth, home visits, ART refill groups, adolescent clinic days, etc.).

5. Cross-cutting issues

USAID envisions either single or multiple Cooperative Agreement(s) awards under this NOFO, organized around geographic clusters as described above. Applications are expected to integrate the cross-cutting issues below.

a. Technical Working Group Leadership

USAID also expects that a single Recipient will provide technical leadership, delivered across the multiple awards through a USAID OVC TWG, in the following cross-cutting areas: 1) diversity and inclusivity in programming (e.g., disability, gender, youth); 2) climate resiliency; 3) sustainability and private sector partnerships; 4) mental health and psychosocial support; and 5) child safeguarding. Applicants are invited to propose leadership in one or more of the cross-cutting areas listed above.

a. Child Safeguarding

Child safeguarding refers to policies and procedures implemented within an organization and its subsidiaries to prevent exploitation and violence against children from occurring within their operations or through the delivery of their services. The Activity will ensure that children with whom it is in contact are safeguarded from harm through deliberate prevention and response mechanisms. The Recipient will have or develop a Child Safeguarding Policy, put in place training and associated systems, including linkages with local child protection structures, and train all project staff in the Policy to ensure children are protected from abuse, violence, neglect and other forms of exploitation while they are engaging with the program. For more information, see USAID's Policy/Guidance on the Implementation of USAID Child Safeguarding Standards: <https://www.usaid.gov/sites/default/files/documents/1864/200mbt.pdf>.

b. Gender

Gender norms profoundly shape opportunities to access and utilize health and social services. In Zimbabwe, these norms are informed by religion, a traditional patriarchal social structure supported by patrilineal descent and inheritance, and polygamous marriage. These norms have been modified to varying degrees in response to economic realities, the education of girls, and exposure to globalization and technology, among other factors. Still, norms continue to support forms of power and privilege among men that further aggravate the vulnerability of women and girls and contribute to widespread practices such as age-disparate sex, sexual exchange for money, gifts or opportunities, multiple and concurrent partnering, alcohol use and abuse, GBV and child abuse. Beyond relational dynamics between men and women, stigma and discrimination based on gender identities and sexual norms, socio-economic and structural inequities all contribute to a dis-enabling environment for HIV prevention.

These factors limit individuals' ability to learn their HIV status and adopt protective measures, negotiate safer sex, disclose HIV status, adhere to a treatment regimen, seek medical attention, etc. Therefore, addressing gender norms and inequities is critical to achieving the expected results of this Activity including reducing HIV risk and vulnerability, and increasing uptake of services along the continuum of prevention to treatment and care.

This Activity will deliver evidence-based GBV prevention activities, integrate first-line support (LIVES) to individuals who report experiencing violence to them, support local actors to provide GBV response services and facilitate specific referral mechanisms to other medical and support services for GBV survivors.

In addition, this Activity will implement strategies to engage community leaders, parents and caregivers, and other key influencers at the community level to reframe harmful gender and cultural norms which impact behaviors and opportunities such as intimate partner violence, access to education, child marriage, and early childbearing among others.

The Activity will routinely assess progress using sex- and age-disaggregated indicators and propose solutions to reach segments of the population for which coverage of services is lagging.

The Recipient is required to conduct a gender analysis and develop a Gender Action Plan as part of the work plan. At a minimum, the gender analysis should address constraints and opportunities related to the following:

- Differences in the status of women and men and their differential access to assets, resources, opportunities which relate to access to HIV prevention, care and treatment services.
- The influence of gender roles and norms (e.g., division of time, decision-making authority, access to financial resources) that influence women's and men's uptake and retention in HIV prevention, care and treatment services.
- AGYW's unique needs and how these can be acknowledged and addressed to reduce observed gaps.
- Other potential differential impacts of the Activity on males and females, including unintended consequences.

For more information, see USAID's Gender Equality and Female Empowerment Policy: www.usaid.gov/GenderEqualityandWomensEmpowermentPolicy.

c. Youth

This Activity is rooted in a PYD approach, which is based on the premise that, given development of appropriate skills and assets, guidance and support from caring adults, an enabling environment, and youth are engaged as partners, all youth (ages 10 - 29) can grow up healthy and productive, making positive contributions to their families, schools, and communities. The Activity will include concrete and practical approaches that will not only address the challenges that youth face to accomplish the Activity results but will also involve and support young people in the decision-making, management and leadership of this Activity. Peer support activities should include a clear strategy for training, supervision and resourcing of peer leaders, as well as pathways for developing agency, leadership and livelihood skills to facilitate their successful transition from the peer role into independent adulthood. Child participation approaches should take into consideration children's evolving capacities, child-friendly feedback mechanisms, as well as any risks they may face when participating in the program with appropriate mitigation strategies. The Activity will use USAID's PYD framework to design approaches that build skills, assets, and competencies; foster healthy relationships; support help-seeking; and/or transform systems. Reference: <https://www.youthpower.org/positive-youth-development-pyd-framework>

d. Sustainability

USAID is seeking local institutions to implement and manage a high-quality program focused on vulnerable children, building on the experience and expertise of local CBOs, local Government and existing community structures for child protection, health promotion and livelihood improvement. USAID expects the Recipient to also strengthen smaller community partners, as well as Zimbabwean social workers, healthcare workers and teachers. Thus, the capacity built, and lessons learned from the Activity will remain within Zimbabwe and have a positive effect on public health beyond the life of the project and donor funding. The Activity will also implement

a range of community-led behavioral interventions targeting OVC, their families and communities which will build agency and lead to sustainable changes in harmful norms and practices that place individuals at risk of violence and HIV. The Recipient will be responsible for monitoring and reporting on sustainability, particularly the existence of durable, capacitated local structures leading effective HIV prevention, treatment, and related programs for vulnerable children and their families; markedly durable changes to social norms and practices addressed in the Activity; as well as the extent to which vulnerable households that are benefiting from economic strengthening activities are equipped for the long-term to meet their basic needs without disposing of their assets.

e. Country ownership

In line with PEPFAR's pathway to sustained epidemic control, the Activity will promote country ownership through the provision of targeted technical assistance to the MOPSLSW, MOHCC, MOPSE and other relevant line ministries such as Youth and Women's Affairs, particularly at the district, community and service delivery levels. Examples include institutionalizing the delivery of evidence-based curricula through schools and church groups and collaborating with the MOHCC and MOPSLSW structures to establish robust referral systems that identify and link vulnerable children to services.

The Activity will also strengthen the technical, administrative, and financial expertise of local sub-partners, increasing the number of organizations that can implement quality HIV programs in Zimbabwe. The Activity may engage with private sector partners in service delivery, particularly for those services that the public sector is ill-equipped or unwilling to provide. A diverse set of organizations and entities, which are capable of providing quality services, in collaboration with, on behalf of, or in lieu of the Government of Zimbabwe, will be an important component of a sustainable HIV program.

Programming for C/ALHIV and other vulnerable children is situated across several Government ministries and thus successful implementation will require a deliberate approach to coordination at the national, provincial and district levels. The Recipient will be expected to fully participate in all relevant country-led coordination activities, as well as participate in other Government/donor/stakeholder coordination activities related to HIV prevention, care and treatment; child protection; and adolescent health. Such coordination will enable an orderly scale up of the most effective strategies, magnifying impact and sustainability beyond USAID's investments.

f. Adaptive management

Adaptive management is an intentional approach to making decisions and adjustments in response to new information and changes in context. Examples relevant to this Activity include a changing epidemiological context as the country reaches epidemic control, other disease outbreaks, new pandemics, and shifting socio-economic conditions. This is especially important in Zimbabwe where the implementation context is turbulent and the potential for economic instability, and the resulting adverse effects on the health, education and social sectors, is high. The Recipient should articulate how these risks are accounted for and that the capacity is present to manage risk, apply mitigation strategies and incorporate contingency plans, across a range of future scenarios. The

PEPFAR environment is also fluid and program adjustments may be necessary to accommodate evidence-driven policy shifts and evolving programming priorities.

The current COVID-19 pandemic worsened the already bad household economic situation; decreased access to essential health services; closed schools and increased dropout rates; and led to increased rates of child marriage and GBV. The effects of COVID-19 will be long-lasting, and the number of vulnerable children is likely to be higher than previously estimated, which may affect the need for services, budget requirements, and the pace at which the Activity can achieve high levels of coverage. In the face of COVID, the current OVC program adapted its implementation modalities in important ways to ensure continued availability of services including expanding virtual approaches and telehealth, community outreach, enhanced communication on GBV and remedial education approaches that can be delivered in the community. These adaptations are expected to continue post-COVID-19 and would be useful should another pandemic or emergency occur.

In coordination with USAID, it is expected that all geographic cluster-focused Recipients will form an OVC TWG and engage regularly with one another to share adaptive management strategies and other good practices.

g. Performance monitoring, evaluation, reporting and learning

The Recipient is required to employ a rigorous monitoring and evaluation system for this Activity, including adequate staffing, technical support, and information systems for routine data collection and analytics.

The backbone of the Zimbabwe OVC M & E system is the OVC MIS DHIS2 database, which the Recipient will be expected to use according to established standard operating procedures for data collection, entry, and storage. The OVC MIS tracks the services provided to enrolled children and their families using a unique identifier code. The OVC MIS also records information on client vulnerabilities, case plan, and referrals to outside services; basic health and education information; HIV status and treatment; and household graduation benchmarks. Database development is ongoing, with annual updates made according to evolving reporting requirements and data analysis needs. The Recipient will be expected to participate in the Zimbabwe OVC Strategic Information (SI) TWG, which continues to play a fundamental role in the development and evolution of the OVC MIS. Beyond the MIS, the OVC SI TWG is responsible for planning and conducting DQAs, validating performance data, preparing performance reports, troubleshooting data quality issues, and identifying and working on key learning questions that may help improve program quality.

The Activity will report on PEPFAR indicators, which can be found in PEPFAR's Monitoring Evaluation and Reporting (MER) Indicators Reference Guide at www.pepfar.gov. Targets will be set for each MER indicator for which services are delivered based on potential areas over the period of the project. Data are reported to USAID and PEPFAR using the Data for Accountability Transparency and Impact (DATIM) system. The Recipient should recognize that agreed annual adjustments will be made for all MER data reported in DATIM. Relevant MER indicators may include:

- PP_PREV
- OVC_SERV
- HTS_SELF
- OVC_HIVSTAT

PEPFAR also considers AGYW aged 10-17 reached through the DREAMS program as OVC for the purpose of reporting on the OVC_SERV indicator. This Activity will need to ensure that AGYW served through both OVC and DREAMS programs are deduplicated and reported according to PEPFAR MER guidance.

USAID also requires the use of standardized custom indicators, descriptions for which can be found here: <http://ovcsupport.org/wp-content/uploads/2021/03/USAID-PEPFAR-Central-Custom-Indicators-Reference-Guide-IRS.pdf>

Examples of custom indicators which are relevant for this Activity are:

- OVC_OFFER
- OVC_ENROLL
- OVC_VL_ELIGIBLE
- OVC_VLR
- OVC_VLS
- NOT_GEND_GBV

The Activity will also track appropriate PYD indicators which can be found on <https://www.youthpower.org/positive-youth-development-pyd-indicators>.

In addition to the PEPFAR MER, standard customized, and PYD indicators, the recipient should also propose standard and/or customized indicators that measure the success of sustainability approaches proposed in this program description. The sustainability indicators may cover but are not limited to the viability, durability, and quantum of economic strengthening provided by the activity; functionality of structures put in place to support the beneficiaries beyond the life of the activity; durable functioning beyond donor-funding of government and/or community structures, such as district-level Victim Friendly Systems; and/or durability of access to services beyond the award.

USAID may contract an external evaluation at the mid-term or end-term of the activity, and the recipient will be required to contribute evaluation questions that relate to sustainability of the activity in addition to any other evaluation questions. USAID is currently working on an ex-post evaluation of previous OVC activities, results from which may also influence final indicators used for this activity.

The Recipient will work closely with USAID to finalize indicators and set performance targets based on USAID and PEPFAR guidance and requirements. The Recipient will be responsible for data collection, analysis, and performance reporting required by USAID and PEPFAR per the defined monthly, quarterly, and annual results reporting cycle. Data will be used to evaluate the Activity's performance, drive decisions, guide course corrections as needed, and determine future funding.

h. Environmental monitoring and mitigation plan (EMMP)

Section 117 of the Foreign Assistance Act of 1961, as amended, requires that USAID “take fully into account” the impacts of its activities on the environment and natural resources of developing countries. This mandate is codified in Federal Regulations (22 CFR 216) and in USAID’s Automated Directives System (ADS) Chapters 201 and 204 (<http://www.usaid.gov/policy/ADS/200/>), which, in part, require that the potential environmental impacts of USAID-financed and USAID-managed activities are identified prior to a final decision to proceed, and that appropriate mitigation and monitoring measures are incorporated to address adverse impacts.

An [Initial Environmental Examination \(IEE\)](#) has been approved for the actions expected to be implemented under this cooperative agreement. It assigns a ‘*Negative Determination with conditions*’ to one or more of the proposed actions under this cooperative agreement and specifies requirements for mitigation (conditions). The implementing organization will be responsible for implementing all conditions pertaining to actions to be funded under this cooperative agreement. Accordingly, appropriate quality assurance assessments and field monitoring (at random or of representative sites) must take place to confirm that proper management practices of both hazardous and non-hazardous waste are being followed.

A five-year EMMP is expected prior to the start of implementation of this Activity. This plan must include a description of systems or management tools the implementing organization will use to ensure the recommended mitigatory actions are taken. The following steps will be expected:

- Prepare an EMMP describing, in specific terms, how the implementing organization will implement all conditions that apply to proposed actions to be implemented under the award and monitor condition implementation and effectiveness.
- Submit the EMMP to the USAID for approval and ensure that no activities subject to conditions are undertaken prior to receipt of written USAID approval of the EMMP.
- Integrate the approved EMMP into the initial work plan.
- Integrate the approved EMMP into subsequent annual work plans, making any necessary adjustments to implementation in order to minimize adverse impacts to the environment.

In addition, the implementing organization must comply with host country environmental requirements unless otherwise directed in writing by USAID. The implementing organization, in collaboration with the USAID, must review all ongoing and planned activities under this cooperative agreement at least annually to verify conformance with the scope of the approved 22

CFR 216 documentation. This should be done as part of initial and annual work plan development. If the implementing organization plans any new activities outside the scope of the approved 22 CFR 216 documentation, it will prepare an amendment to the documentation for USAID review and approval. No new activities will be undertaken prior to receiving written USAID approval of 22 CFR 216 documentation amendments. Any ongoing activities found to be outside the scope of the approved 22 CFR 216 environmental documentation will be the subject of corrective action and, at minimum, will be halted pending receipt of written USAID approval of amended 22 CFR 216 documentation.

i. Climate resiliency

Climate risk management (CRM) is required for all USAID-supported activities due to the potential for negative consequences on Activity objectives and/or outcomes as a result of changing climatic conditions. The focus of climate risk management at USAID is on the risk to USAID development programming. The CRM process may also identify potential development opportunities associated with current and expected climatic and meteorological changes, including chances to achieve additional development objectives (including increasing climate resilience and reducing greenhouse gas emissions).

Zimbabwe has experienced a number of natural disasters recently including droughts and cyclones. The frequency of these events is expected to increase and possibly intensify over time. When combined with a severely depressed economy, climate change may impact vulnerable children and their families in numerous ways including decreasing quantity and quality of food, reducing family incomes and ability to pay for food, and increasing financial stress. These stressors may lead to negative coping strategies such as unprotected sex in exchange for food and shelter, selling of productive assets, GBV and risky migration practices resulting in an increased risk of trafficking. Communities will need to be prepared for a potentially increasing OVC burden.

Therefore, the Activity will integrate the topic of drought and climate change into communication and other relevant program activities with the aim of helping communities to engage in strengthening local-level monitoring, surveillance and early warning systems, as well as adapting child protection systems to make them more responsive to climate-related challenges. A key step is to carry out focused engagement with community leaders, their structures and members to build a foundational understanding of the potential impact of climate change on children and their households. This Activity also will align with and incorporate any forthcoming USAID guidance and tools for climate change integration.

j. Private sector partnerships

The private sector has a role to play in increasing access to health and social services for vulnerable populations in Zimbabwe. The Recipient will collaborate with the private sector in the implementation of this award when possible. Such instances include when services or capacity is not available in the public sector, when a service is more acceptable to the target population through a private sector provider, and/or when a service could be delivered more efficiently when offered through the private sector. In addition, the Activity will leverage the private sector to create opportunities to address the safe, stable, schooled and healthy benchmarks. Examples of support from the private sector include paid internships, financial education, education support,

entrepreneurial training for small business development and linking young people and their families to markets, business networks and access to credit. The Recipient will be responsible for adequate due diligence for private sector actors engaged under this Activity. The Recipient's plan for conducting due diligence should be included in and reviewed with the annual work plan.

k. Children living with disabilities

Children with disabilities are often under-served and may not be well represented in support groups or community activities. Special care and effort must be taken to ensure they are included and receive the services they require at every age. Please see USAID's Disability Policy (December 2014) at http://pdf.usaid.gov/pdf_docs/Pdabq631.pdf

Annex 1: PEPFAR Priority Districts and OVC Focus Districts, COP21

FY22 PEPFAR Priority Districts and OVC Focus Districts



SECTION B: FEDERAL AWARD INFORMATION

B1. Estimate of Funds Available and Number of Awards Contemplated

USAID intends to award either a single or multiple Cooperative Agreement(s) awards, pursuant to this notice of funding opportunity. Subject to funding availability and at the discretion of the Agency, USAID intends to provide approximately \$80 million in total USAID funding over a five-year period for the life of the activity, with program implementation in up to six (6) cluster sites as detailed in Section A of this NOFO.

Issuing this NOFO does not commit the U.S. Government to make an award or to pay the costs incurred in the submission of an application or participation in a pre-application conference. Further, the U.S. Government reserves the right to reject any or all applications received if such an action is considered to be in the interest of the U.S. Government.

B2. Expected Performance Indicators, Targets, Baseline Data, and Data Collection

Indicators, targets, baseline data, and expectations for data collection will be developed as part of the co-creation and call for full applications and will be included in a Monitoring, Evaluation, and Learning Plan.

B3. Start Date and Period of Performance for Federal Awards

The period of performance anticipated herein is five years from the effective date of the award(s). Estimated start date is **October 1, 2022**.

B4. Substantial Involvement

USAID/Zimbabwe anticipates a strong and close working partnership with the recipient(s) of Cooperative Agreement(s). USAID will be involved in monitoring progress toward achievement of the objective and expected results during the course of the Cooperative Agreement. This substantial involvement will be through the Agreement Officer (AO), except to the extent that the AO delegates authority to the AOR in writing. A Cooperative Agreement allows “substantial involvement” by USAID (active involvement by USAID in certain programmatic elements during performance of the activity). The AO or AOR will exercise substantial involvement as defined in ADS 303.3.11 under this Cooperative Agreement in the following areas:

1. USAID involvement in work planning, and approval of the recipient’s annual implementation plans.
2. USAID approval of a program monitoring, evaluation and learning (MEL) plan.
3. Involvement in the selection of key recipient personnel for the program.
4. Close collaboration with the Recipient to ensure attention to preventing sexual abuse and

exploitation, environmental protection, provisions for people with disabilities and respect of gender and sexual diversity in the workplace.

5. USAID involvement in the selection process of sub-award recipients.
6. Additional USAID monitoring to permit direction and redirection of activities because of interrelationships with other projects.

B5. Authorized Geographic Code

The authorized geographic code for the procurement of goods and services under this award is 935. This code includes any area or country including the recipient country but excluding any country that is a prohibited source

B6. Nature of the Relationship between USAID and the Recipient

The principal purpose of the relationship with the Recipient under the subject program is to transfer funds to accomplish a public purpose of support or stimulation for the “**Sustaining Prevention, Care and Support Services for Orphans and Vulnerable Children (OVC) in Zimbabwe**” which Federal statute authorizes. The successful Recipient(s) 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. The Recipient using its own unique combination of staff, facilities, and experience, has the primary responsibility for employing whatever form of sound organization and management techniques may be necessary in order to assure proper and efficient administration of the resulting award.

[END OF SECTION B]

SECTION C: ELIGIBILITY INFORMATION

C1. Eligible Applicants

Only Zimbabwean organizations as defined below are eligible for this NOFO. Therefore, applications should be from qualified local, Zimbabwean entities, such as private, nonprofit organizations (or for-profit companies willing to forego profits), including private voluntary organizations, universities, research organizations, professional associations, and relevant special interest associations.

In accordance with ADS 303.6 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 recipient country; and
- (2) Has as its principal place of business or operations in the recipient country; and
- (3) Is majority owned by individuals who are citizens or lawful permanent residents of the recipient country; and
- (4) Is managed by a governing body the majority of who are citizens or lawful permanent residents of the country receiving assistance.

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.

The eligibility requirements apply to only the principal applicant. Each prime organization must certify that they are eligible and qualify as local entity per above.

The Recipient must be a responsible entity. The AO may determine a pre-award survey is required to conduct an examination that will determine whether the prospective recipient has the necessary organization, experience, accounting and operational controls, and technical skills – or ability to obtain them – in order to achieve the objectives of the program and comply with the terms and conditions of the award

Applicants are reminded that US Executive Orders and US law prohibits transactions with, and the provision of resources and support to, individuals and organizations associated with terrorism. It is the legal responsibility of the recipient to ensure compliance with these Executive Orders and laws. This provision must be included in all sub-awards issued under this Cooperative Agreement.

C2. Cost Sharing or Matching

There is no cost share or matching requirement for awards issued under this NOFO.

C3. Other

a) Potential New Implementing Partners:

USAID encourages applications from organizations that have never received a direct award from USAID. However, resultant awards to these organizations may be significantly delayed if USAID must undertake necessary pre-award reviews of these organizations to determine their “responsibility” (see below). Non- U.S. Organization Pre-award Survey Guidelines and Support is available in the following

<https://www.usaid.gov/sites/default/files/documents/1868/303sam.pdf>

Organizations should take this into account and plan their implementation dates and interventions accordingly.

b) Pre-award Risk Assessment

The Applicants must have established financial management, monitoring and evaluation processes, internal control systems, and policies and procedures that comply with established U.S. Government standards, laws, and regulations. The successful applicant(s) will be subject to a responsibility determination assessment (Pre-award Survey) by the Agreement Officer (AO).

In order for an award to be made, the AO must make a positive “risk assessment,” as discussed in ADS 303.3.9. This means that the applicant must possess, or have the ability to obtain, the necessary management and technical competence to conduct the proposed program. The applicant must agree to practice mutually agreed-upon methods of accountability for funds and other assets provided or funded by USAID.

In the absence of a positive risk assessment, an award can ordinarily not be made. However, in rare cases, an award can be made with “Specific Conditions” (e.g., additional non-standard award requirements designed to minimize the risk presented to USAID of making an award to an NGO for which a positive risk assessment cannot be made), but only where it appears likely that the applicant can correct the deficiency in a reasonable period.

c) USAID will not accept applications from individuals. All applicants must be legally recognized organizational entities under applicable law.

d) There is no limitation on the number of concept papers an applicant may submit under this RFA. An applicant shall submit a separate concept paper per each cluster applied for.

[END OF SECTION C]

SECTION D: APPLICATION AND SUBMISSION INFORMATION

D1. Agency Points of Contact

J. Zeb Simpson
Agreement Officer
jsimpson@usaid.gov

Joyce Machingauta
Assistance Specialist
jmachingauta@usaid.gov

To be eligible for this funding opportunity, all applicants must follow the procedures below. USAID/Zimbabwe may exclude applicants from further consideration if any submission is not within these parameters. Applicants must submit applications and all supporting material in English.

D.2 Application Process

For the purposes of this NOFO, the term “applicant” is used to refer to the legal entity or organization submitting the application. The Applicants must confirm that they are eligible under the definition of Local Entity as explained in C1.

The application package can be accessed at www.grants.gov.

Cooperative agreements funded as a result of this NOFO will be awarded in accordance with the procedures described herein. The application process will be completed in **two stages** as detailed below:

Phase 1: Concept Paper Stage: Concept papers will be evaluated by USAID using the merit review criteria to identify apparently successful applicant(s).

- Applicants are invited to submit a Concept paper not to exceed the page limit and submission instructions set forth in the NOFO. Concept paper(s) will be evaluated in accordance with the merit review criteria set forth under section E of this Notice of Funding Opportunity (NOFO).
- Before submitting a concept paper under this NOFO, it is recommended that applicants review the full application requirements to ensure the applicant can meet all requirements listed for the full application. Reviewing these requirements will help the applicant prepare a competitive concept paper.

- An applicant shall submit a separate concept paper for each cluster applied for. Evaluation of concept papers will be conducted for each cluster.
- In addition to applying to implement the Program in a specified cluster(s) site(s), applicants are invited to express interest to coordinate one or more of the program's key cross cutting issues. In expressing such interest to lead cross cutting issue(s), an applicant must demonstrate how they will address the cross-cutting issues stipulated in the NOFO for instance 1) diversity and inclusivity in programming (e.g., disability, gender, youth); 2) climate resiliency; 3) sustainability and private sector partnerships; 4) mental health and psychosocial support; and 5) child safeguarding.
- Applicants must submit their concept paper(s) via email to harareprocure@usaid.gov copying jsimpson@usaid.gov and jmachigauta@usaid.gov
- USAID/Zimbabwe will notify selected applicant(s), if appropriate, based on the initial merit review, via email to request them to expand the concept paper into a full application as described in this Section.

Phase 2: Full Application: Following concept note reviews, selected applicants will be requested to submit written full technical and cost applications (technical and cost applications). The written applications will be submitted to the contacts specified at D.1 above. The final technical and cost/business applications will be reviewed according to the merit review criteria.

USAID's Agreement Officer will engage in a final review, award negotiation, risk assessment, cost/price evaluation, and other steps as needed prior to award. USAID may request additional information from the Applicant(s) concerning its technical approach, organizational capacity, management structure and past performance, cost application and representations and certifications.

USAID may cancel the negotiation(s) and award process at no cost to the Government.

D.3 Pre-Concept Application Conference

In addition to giving an opportunity for asking questions by the due date, USAID/Zimbabwe will hold a VIRTUAL Pre-application conference on June 02, 2022. Interested participants will have an opportunity to ask questions during the pre-application conference. **However, because the time for questions during the conference will be limited, applicants should also submit questions in writing before the deadline to ensure their questions will be answered.**

Interested applicants willing to attend the pre-application conference must register for the pre-application conference by writing an email to harareprocure@usaid.gov providing the name of the organization, the name(s) of the participants, no later than 17:00Hrs Central Africa Time (CAT) on May 30, 2022. Please include the NOFO number #72061322RFA0000003 in the e-mail subject line when submitting participant names. Maximum of 2 representatives may attend from each

organization. No reimbursement for costs of participation will be provided. Instructions on how to participate in the conference day will be provided only to those who register their interest to participate. Applicants should note that it is not mandatory to attend the pre-application conference, and those who chose to attend do not get any competitive advantage. USAID/Zimbabwe will respond with an email and or by phone confirming registration, and or the method of conducting the meeting, and a confirmation of the date and time. A registration confirmation is necessary to be guaranteed participation.

D.4 Funding Restrictions

USAID will not cover costs incurred prior to making an award.

Profit or fee is not allowed under assistance instruments. However, all reasonable, allocable and allowable expenses, both direct and indirect, which are related to the agreement program and are in accordance with applicable cost principles under 2 CFR 200 Subpart E of the Uniform Administrative Requirements may be paid under the anticipated award.

D.5 System for Award Management (SAM)

All applicants submitting Concept Notes in Phase I and full application under Phase 2 Round II are required to:

- a. Be registered in SAM before submitting its Full application.
- b. 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. It also must state that the Federal awarding agency may not make a Federal award to an applicant until the applicant has complied with all applicable SAM requirements and, if an applicant has not fully complied with the requirements by the time the Federal awarding agency is ready to make a Federal award, the Federal awarding agency may determine that the applicant is not qualified to receive a Federal award and use that determination as a basis for making a Federal award to another applicant.

D6. Questions and Answers

Questions regarding this NOFO should be submitted through email to above contacts no later than the date and time indicated on the cover letter/ as amended. 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 published under www.grants.org , if that information is necessary in submitting applications or if the lack of it would be prejudicial to any other prospective applicant.

D7. Application Submission Instructions

1. Concept papers and full applications must be prepared according to the formats described below.
2. Concept papers must be submitted by the date and time specified in the cover letter of this NOFO. Applicants are advised to submit their application in sufficient time to be received by the due time/day. Late applications will be considered only if the Agreement Officer determines it is in the best interest of the U.S. Government.
3. Concept papers must be submitted electronically via email as indicated in the cover letter of this NOFO and Section D.1 above. Hard copies, including faxed applications, will not be considered.
4. For all e-mailed concept papers:
 - a. The subject line of the e-mail containing the concept paper or full application (and modifications thereof) must read and specify— **“Sustaining Prevention, Care and Support Services for Orphans and Vulnerable Children (OVC) in Zimbabwe: Cluster(s) applied for XXXXX Cluster”**
 - b. An applicant shall submit a separate concept paper per each cluster applied for.
 - c. Applicants are advised to request delivery receipt and read receipt of their emailed application, and save those confirmations for their records.
 - d. Once sent, an applicant must check its own emails to confirm that its attachments were indeed sent. If an error is discovered, the applicant must resend the material and note in the subject line of the email that it is a “corrected” submission. Do not send the same email more than one time unless there has been a change, and if so, note that it is a corrected email. Corrected emails must also be received within the due day/time.
 - e. To avoid confusion and duplication, only one authorized individual from each of the applicant organization should send the email submission.
 - f. Each applicant is responsible for its submissions. Do not expect USAID to advise applicants that certain documents intended to be sent were not sent, or that certain documents contained errors in formatting, are missing sections, etc. USAID is not responsible for unreadable submissions or attachments. USAID bears no responsibility for data errors or omissions. USAID may accept applications past the deadline due to transmission difficulties that are not the fault of, or within the control of, the applicant with the approval and in the discretion of USAID/Zimbabwe’s Agreement Officer.
 - g. All concept papers and full applications, which are to be sent as email attachments,

must be formatted as Microsoft Word documents or as Adobe PDF documents. Use of zipped files is discouraged.

h. Applicants must confirm with the Agreement Specialist listed on the cover letter of this RFA and in Section D1 above that their email submissions were successfully received by the specified due date.

D 8. Content And Form of Concept Paper Submission

The concept paper format must be:

- A maximum of ten (10) pages written in English. Page limitation does not include the cover page, table of contents, acronym page, and appendices. Pages in excess of this limit will not be considered.
- Pages must be consecutively numbered on each page.
- Appendices must follow the guidelines set forth below and cannot be a continuation of the requested ten-page content.
- Typed, single spaced, 1-inch margins, in a font and size not smaller than Times New Roman 11.
- In Microsoft Word (version 2000 or later) or Adobe PDF format.
- Formatted so that any charts, tables and/or spreadsheets are not less than 12-point font, and any spreadsheets are in Microsoft Excel (version 2000 or later).

Concept Paper Content

The concept paper should be specific, complete, and presented concisely. The concept paper 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 Section E of this NOFO.

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 concept note and all enclosures for their records.

The concept paper should include the following sections:

- **Cover Page (**)**
- **Table of Contents (**)**
- **Acronyms (**)**
- **Executive Summary (1 pages)**
- **Organizational Capacity (4 pages)**
- **Technical Approach (5 pages)**

** Annexes, Table of contents, Acronyms and Cover page are **not** included in the page limitation.

Organizational Capacity - (Suggested 4 pages)

In this section the Application should:

- Describe the primary Applicant's organizational knowledge and capacity, including relevant experience working with the proposed target populations of vulnerable children, adolescents, youth and their caregivers in the selected Cluster(s) and specified Districts.
- Demonstrate the organization's ability to successfully implement the proposed program and ability to transfer skills from the implementing partner to smaller community partners, as well as host country health providers, teachers and HIV/AIDS coordinators and policy makers.
- Include a description of the organization's operational systems that would enable successful implementation in the selected Cluster(s) (Districts). Please include any examples in which the Applicant demonstrates the successful implementation of programs similar in magnitude, complexity, objectives, and context.
- If the Applicant is proposing sub-awards, describe experience in administering and accounting for sub-awards, experience in building capacity of sub grantees, amounts awarded and systems in place to monitor and track sub awards. If partners/sub-awards are proposed, describe their organizational history and experience and provide letters of support, indicating they have been consulted and have agreed to participate in the proposed activities. Letters of support do not count toward the 3-page limit and if included, should be placed in the Appendices.

Technical Approach (5 pages)

This section should address the following:

- *Coverage:* The Applicant should clearly state its proposed geographic coverage (Cluster), as well as any cross-cutting issue(s) which the Applicant is proposing to provide technical leadership on across the multiple awards issued under this NOFO.
- *Conceptual approach:* Include a problem statement with a brief analysis of the stakeholders and intended beneficiaries involved. Describe the proposed approaches, including any innovative methods, techniques, or tools relevant to your program. Describe how the proposed activities are likely to achieve the desired outputs, outcomes and results. Describe how the proposed program will link with other PEPFAR programs, other donor, government, private sector or NGO activities currently underway.
- The proposed conceptual approach, methodologies and techniques in achieving the stated results of the activity, including the proposed approach for providing technical leadership in any of the following cross-cutting areas (See paragraph 5 (five) of Program Description Cross-cutting issues): 1) diversity and inclusivity in programming (e.g. disability, gender, youth); 2) climate resiliency; 3) sustainability and private sector partnerships; 4) mental health and psychosocial support; and 5) child safeguarding if the applicant intends to provide technical leadership in any of the areas

- *Methodology*: Discuss the anticipated causal link between the proposed activities and their intended impact on the objectives in this program, including the evidence base for any proposed activities, as relevant.
- *Results*: Describe how anticipated results are logically connected to the results and outcomes stated in the NOFO program description and how the proposed approaches will reach the target population. Describe how the applicant will use program data, and other available data sources to identify particularly vulnerable girls, boys and their families and to strategically target services to them.

Cost Appendices (not included in the page limitations):

1. **Notional Summary Budget (not to exceed one page)**: The notional summary budget should include total estimated cost for the life of the program and a brief cost breakdown of individual line items for specific costs that the applicant expects to incur. The life of the project should be clearly indicated on the budget. Costs can include, but are not limited to personnel salaries, fringe benefits, office rent, utilities, equipment, communications, workshops, local travel, and sub-grants. The budget must be created in Microsoft Excel (version 2000 or later) using the attached Summary Budget template.

D.9 Content and Format of Full Application (Phase II for invited applicants)

Only submit the full application if invited to do so by the Agreement Officer. If you have received a formal invitation from the Agreement Officer to submit a full application, please follow the instructions below.

D.9.a Instructions for Full Applications

The application must be submitted electronically in two separate volumes via email: (a) technical and (b) cost applications. Email submissions must include the following in the subject line:

“Technical application under **NOFO #72061322RFA00003** submitted by [Organization Name]”

“Cost application under **NOFO#72061322RFA00003**, submitted by [Organization Name]”

For an application sent by multiple emails, please indicate in the subject line of the email whether the email relates to the technical or cost application, and the desired sequence of multiple emails (if more than one is sent) and of attachments (e.g., "No. 1 of 4", etc.). For example, if the cost application is being sent in two emails, the first email should have a subject line which says: "Cost Application under **NOFO #72061322RFA00003**, Part 1 of 2, Submitted by [Organization Name]".

USAID's preference is that the technical application and the cost application be submitted as single email attachments, e.g., that applicants consolidate the various parts of a technical application into a single document before sending them. If this is not possible, applicants should 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.

If applicants discover an error in your transmission, they may send the material again and note in the subject line of the email it is a "corrected" submission. The application will be reviewed in compliance with the application instructions. Applicants are expected to review, understand, and comply with all aspects of this NOFO. Erasures or other changes must be initiated by the person signing the application. If the application is signed by an agent, it must be accompanied by evidence of that agent's authority, unless that evidence has been previously furnished to the issuing office.

If you include data that you do not want disclosed to the public for any purpose or used by the U.S. Government except for evaluation purposes, you must:

- (1) Mark the title page with the following legend:

"This application includes data that shall not be disclosed outside the U.S. Government shall not be duplicated, used, or disclosed - in whole or in part - for any purpose other than to evaluate this application. If, however, an award is awarded to this applicant as a result of - or in connection with - the submission of this data, the U.S. Government shall have the right to duplicate, use, or disclose the data to the extent provided in the resulting 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."

and

- (2) Mark each sheet of restricted data with the following legend:

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

The application must be prepared according to the format set forth below.

D.9.b Technical Application Format

The technical application should be specific, complete and presented concisely. The application should demonstrate the applicant's capabilities and expertise with respect to achieving the goals of this program.

The technical application must not exceed 20 single-spaced typed pages, utilizing Times New Roman 12pt font, single spaced, typed on standard 8½” x 11” sized paper with one-inch margins (both right and left) and each page numbered consecutively.

All application documents must be in **English**.

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

Application Contents: The technical application, at a minimum, must contain the following **all of which count towards the 20-page limit (unless specified otherwise):**

Cover Page: (one page - does not count toward the 20-page limit)

The cover page must include:

- Name and address of organization(s)/institution(s) involved with the lead or primary applicant clearly identified.
- Any proposed sub-grantees clearly listed.
- Type of organization of the primary applicant (e.g., for profit business, non-profit, university, government, inter-governmental, etc.).
- Operation/registration status in Zimbabwe.
- Title of application.
- The total estimated cost, the dollar amount requested from USAID.
- Length of the proposed program.
- Contact person (lead contact name, title, telephone and e-mail information). Applicants should also clearly state whether the identified contact person has the authority to negotiate on behalf of the applicant, and, if not, the contact information for the appropriate person with authority to negotiate should also be listed; and
- Signature of authorized representative of the applicant.

Executive Summary: (one page - does not count toward the 20-page limit)

The executive summary must summarize the key elements of the applicant’s technical application but provide NO FINANCIAL FIGURES other than the total amount of funds requested from USAID.

Technical Application: (20 pages maximum)

Applicants must organize the narrative sections of their technical applications in the same order as the evaluation criteria and include the major components below.

- **Technical Approach** (12 pages)
 - Conceptual approach
 - Methodology
 - Results

The Technical Approach will include the finalized conceptual approach, methodology and results. It should also fully discuss how the cross-cutting issues laid out in the NOFO will be addressed in the program, including but not limited to, gender, disability and sustainability. The proposed technical approach should demonstrate active and meaningful participation of children and their caregivers in the design, implementation, monitoring and evaluation of the project.

The Applicant should clearly state its proposed geographic coverage (Clusters), as well as any cross-cutting issue(s) which the Applicant is proposing to provide technical leadership on across the multiple awards issued under this NOFO.

The Technical Approach should include a comprehensive description for how the program will ensure Child Participation. Specifically, applications should:

- Demonstrate how child participation will be integrated in the program and contribute towards quality programming.
 - Describe how HIV sensitive, safe and meaningful child participation will be ensured in the program, including participation of the most vulnerable and hard to reach children.
 - Briefly outline the child participation approaches that they will engage, considering children’s dynamic evolving capacities, disabilities and outcomes from applying the gender lens.
 - Describe how child participation will form part of the program’s accountability mechanisms to the target populations.
- **Management and Staffing (8 pages)**

Management Plan

- Key Personnel

Management Plan: Describe the composition and organizational structure of the proposed project team and key personnel, including team member titles, roles and requisite technical expertise. The team, as backed by the overall organization, should be well matched to the approach and methodology. If formal partnerships are formed, include a clear delineation of roles and responsibilities of each sub-partner.

In the appendix, include the CVs (not to exceed 2 pages each), letters of availability (not to exceed 1 page), and 3 current and relevant professional references for all proposed key personnel. These are not within the page limit.

This activity will require a full and dynamic staffing plan designed to implement the desired activities. There are four key personnel positions envisioned under this activity:

- a. Chief of Party
- b. Technical Director or Program Manager
- c. Financial Management and Operations Manager
- d. Monitoring, Evaluation and Learning Advisor

Their illustrative roles and responsibilities that may be considered as a starting point, and required qualifications are outlined below

Qualifications for the Chief of Party

The Chief of Party (COP) is a critical position and requires an exceptional individual who can provide expert overall leadership, management and vision to the integrated program. The COP will have overall responsibility for coordination of all project activities and staff. S/he will have primary responsibility of serving as the key liaison with USAID, the Government of Zimbabwe, implementing partners, and other stakeholders. S/he will have the leadership qualities, technical expertise and experience, management experience, interpersonal skills and relationships to fulfill the requirements of the program description. The COP may have the following qualifications:

- Seven years of demonstrated successful leadership in managing large, complex, donor-funded programs within non-governmental organizations or the private sector in a developing country context.
- Demonstrated leadership in fostering successful partnership approaches and relationships among a variety of organizations/institutions including government, private sector, local NGOs, and community-based organizations.
- Master's degree in public health or other relevant degree related to project's outcomes
- Demonstrated ability to communicate effectively orally and in writing; and
- Demonstrated ability to develop and maintain effective working relationships with senior level government officials, donors, and multilateral organizations.

Qualifications for the Technical Director/Program Manager

The Technical Director will be responsible for management of the technical elements of the project, including leading technical teams, work planning and reporting. The Technical Director shall have:

- Five years demonstrated experience managing HIV/AIDS projects in a developing country setting.
- Master's degree in public administration, social work, public health or other relevant degree related to activity's outcomes.
- Demonstrated capacity to provide management oversight to large complex programs.
- Ability to organize and work with diverse teams to produce high quality project deliverables on time and according to budget; and
- Experience working in Zimbabwe on HIV-related activities.
- Understanding of, and sensitivity to, the major issues affecting HIV/AIDS in Zimbabwe, with in-depth knowledge of the implementation of HIV/AIDS, health, child protection, education, economic strengthening and GBV programs for OVC.

Qualifications for the Financial Management and Operations Manager

The Financial Management and Operations Manager will be responsible for the overall accounting, finance and administration components of the program. S/he will ensure financial reporting is in accordance with USAID contractual requirements and will oversee program procurement activities. S/he will oversee the effective and appropriate use of financial resources of the project and develop effective mechanisms to monitor the expenditures and liquidations of the project. The Financial Management and Operations Manager shall have:

- At least 5 years of experience working as a finance and administration manager.
- Familiarity with managing programs that are donor funded. Extensive financial and administration experience working with non-governmental organizations.
- A master's degree or higher in accounting, finance, commerce or related field.

Qualifications of the Monitoring, Evaluation and Learning Advisor

The Monitoring, Evaluation and Learning Advisor will be responsible for designing and implementing systems to ensure appropriate tracking and assessment of all project activities. S/he will have primary responsibility of reporting on project outputs and outcomes and for ensuring quality of interventions. The Monitoring, Evaluation, and Learning Advisor shall have:

- Experience in using research and monitoring information for decision making and program adaptations.
- At least 5 years of experience in monitoring and evaluation of HIV/AIDS programs.
- Demonstrated experience in developing and managing data collection systems.
- Ability to develop and implement quality assurance systems.
- Master's degree or higher in monitoring and evaluation, public health, epidemiology, statistics or related field.

The personnel specified above are considered to be essential to the successful implementation of the activity and will be subject to approval by USAID before and after award. The Applicant should specify the qualifications and abilities of proposed key personnel relevant to successful implementation of the proposed technical approach. Resumes may not exceed two pages in length and should be in reverse chronological order starting with most recent experience. Each resume should be accompanied by a signed letter of commitment from each candidate indicating his/her: (a) availability to serve in the stated position; (b) intention to serve for a stated term of the service. The Applicant has the discretion to determine the proper number and mix of additional long-term personnel, short-term technical assistance, and other staffing arrangements to cost-effectively carry out the objectives of this activity. The Applicant must strive to keep the number of full-time expatriate staff to a minimum. USAID expects that

applicants will do reference checks for their staff in line with their organizational structure and personnel policies.

Past Performance

Past Performance information will only be requested from the apparently successful applicant(s) and **will not be rated**. It will be used for both risk assessment and greatest value decisions by USAID. Also note that USAID may use past performance information obtained from other than the sources identified by the Applicant.

USAID expects the applicant(s) to conduct reference checks for their proposed key personnel and sub-awardees.

D6. 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 format shown in the SF-424A.

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.9(b) above for requirements)
- b) SF 424 Form(s)**

The applicant must sign and submit the cost application using the SF-424 series. Standard Forms can be accessed electronically at www.grants.gov or using the following links:

| | |
|--|---|
| Instructions for SF-424 | http://www.grants.gov/web/grants/form-instructions/sf-424-instructions.html |
| Application for Federal Assistance (SF-424) | https://www.grants.gov/web/grants/forms/sf-424-family.html |
| Instructions for SF-424A | http://www.grants.gov/web/grants/form-instructions/sf-424a-instructions.html |

| | |
|-------------------------------------|---|
| Budget Information (SF-424A) | https://www.grants.gov/web/grants/forms/sf-424-family.html |
| Instructions for SF-424B | http://www.grants.gov/web/grants/form-instructions/sf-424b-instructions.html |
| Assurances (SF-424B) | https://www.grants.gov/web/grants/forms/sf-424-family.html |

Failure to accurately complete these forms could result in the rejection of the application.

c) 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).

d) 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 Section H, 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, 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 provide supporting market research data sources.
- 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 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:

- 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.

e) Prior Approvals in accordance with ADS 303.3.19 b or 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.

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
- 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.

f) SAM Requirements

USAID may not award to an applicant unless the applicant has complied with all applicable unique entity identifier 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 Unique Entity Identifier 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. Refer to this Guide to [Getting a Unique Entity ID](#) if you want to get a Unique Entity ID for your organization without having to complete a full entity registration. If you only conduct certain types of transactions, such as reporting as a sub-awardee, you may not need to complete an entity registration. Your entity may only need a Unique Entity ID (SAM).

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.

g) 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 years 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 5 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.

h) 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

1. Branding Strategy – Assistance (June 2012)

- a) 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.
- b) 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.
- c) 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.
- 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 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.
 - (iii) It is acceptable to cobrand the title with the USAID Identity and the applicant's identity.

- (iv) If branding in the above manner is inappropriate or not possible, the applicant must explain how USAID's involvement will be showcased during publicity for the program or project.
 - (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.
 - (6) 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.
- e. 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.
 - f. 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 a 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.

i) 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.5 of this NOFO and must meet the source and nationality requirements set forth in 22 CFR 228.

j) Special Award Requirement Relating to the Prohibition on Certain Telecommunication and Video Surveillance Services or Equipment (November 2020)

USAID has been granted a temporary waiver under Section 889(d)(2) that will allow the recipients under Assistance awards to use award funds through September 30, 2022, to procure certain telecommunications and video surveillance services or equipment as specified in the standard provision “Prohibition on Certain Telecommunication and Video Surveillance Services or Equipment (AUGUST 2020).” Based on this waiver, all costs incurred for covered telecommunications and video surveillance services or equipment will be allowable through September 30, 2022, without regard to the standard provision “Allowable Costs” and the cost principle at 2 CFR 200.471. Procurements made on or after October 1, 2022, will be unallowable in accordance with the standard provision “Allowable Costs” and 2 CFR 200.471.

k) Conflict of Interest Pre-Award Term

CONFLICT OF INTEREST PRE-AWARD TERM (August 2018)

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

E1. Criteria

The merit review criteria prescribed here are tailored to the requirements of this particular NOFO. 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.

E2. Review and Selection Process

Concept Papers and Full applications received in response to this RFA will be evaluated by a USAID/Zimbabwe Selection Committee (SC) in accordance with the applicable selection criteria described below.

After a careful and thorough review of applications, an award will be made to the applicant whose application offers the best value to the U.S. Government, considering both technical and cost factors. An award may be made without discussion.

All selection criteria other than cost, when combined, are significantly more important than cost. Full applications will be evaluated based on criteria set forth below.

a) Merit Review

STAGE 1: Concept Papers: Merit Review Criteria

This section details the merit review criteria. Per the NOFO, Organizational Capacity is most important, followed by Technical Approach (in that order).

The table below outlines the merit Review Criteria for Concept Papers and their order of importance as shown below:

| CRITERION | CRITERION NAME | IMPORTANCE |
|--------------------|-------------------------|-------------------|
| Criterion 1 | Organizational Capacity | 1 |
| Criterion 2 | Technical Approach | 2 |

- Evaluation Criterion #1: Organizational Capacity

The extent to which the applicant, and proposed sub-grantees, possess the current organizational knowledge, capability, relevant experience and operational systems necessary to implement the desired interventions.

- Evaluation Criterion #2: Technical Approach

The quality of the proposed conceptual approach, methodologies and techniques in achieving the stated results of the activity.

STAGE 2: EVALUATION CRITERIA AND SCORING FOR FULL APPLICATION

The table below outlines the merit Review Criteria for full applications and their order of importance as shown below:

| CRITERION | CRITERION NAME | IMPORTANCE |
|-------------|-------------------------|------------|
| Criterion 1 | Technical Approach | 1 |
| Criterion 2 | Management and Staffing | 2 |

- Evaluation Criteria #1 **Technical Approach**

The extent to which the Applicant’s proposed technical approach (including proposed activities, milestones, and monitoring and evaluation plan) represents a strategic, convincing, sound, and realistic approach to achieve the objectives specified in Section A. Specifically, the extent to which the PD incorporates the cross cutting areas: 1) diversity and inclusivity in programming (e.g. disability, gender, youth); 2) climate resiliency; 3) sustainability and private sector partnerships; 4) mental health and psychosocial support; and 5) child safeguarding if the applicant intends to provide technical leadership in any of the areas

- Evaluation Criteria #2 **Management and Staffing**

The extent the application demonstrates the appropriate labor mix and the proposed key personnel have the required management capability and technical expertise, required minimum education level and experience to effectively implement the OVC program.

Clear and timely plans for general staffing and mobilization, maximized use of qualified, and recruitment of personnel.

a) 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 reasonable, allocable and 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.

The AO will perform a risk assessment (2 CFR 200.206). The AO may determine that a pre-award survey is required to inform the risk assessment in determining whether the prospective recipient has the necessary organizational, experience, accounting and operational controls, financial resources, and technical skills – or ability to obtain them – in order to achieve the objectives of the program and comply with the terms and conditions of the award. Depending on the result of the risk assessment, the AO will decide to execute the award, not execute the award, or award with “specific conditions” (2 CFR 200.208).

[END OF SECTION E]

SECTION F: FEDERAL AWARD ADMINISTRATION INFORMATION

F1. Federal Award Notices

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. Following selection for award and successful negotiations with the apparently successful applicant, an electronic copy of the notice of the award signed by the Agreement Officer will be sent to the successful applicant, which serves as the authorizing document.

The Agreement Officer will only do so after making a positive responsibility determination that the applicant possesses, or has the ability to obtain, the necessary management competence in planning and carrying out assistance programs and that it will practice mutually agreed upon methods of accountability for funds and other assets provided by USAID.

The award will be issued to the contact as specified in the application as the Authorized Individual in accordance with the requirements in the Representations and Certifications. USAID reserves the right to perform a pre-award survey which may include, but is not limited to:

- (1) Interviews with individuals to establish their ability to perform agreement duties under the project conditions.
- 2) A review of the prime recipient's financial condition, business and personnel procedures, etc.; and
- (3) Site visits to the prime recipient's institution.

F2. Administrative & National Policy Requirements

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

- ADS 303 - <https://www.usaid.gov/sites/default/files/documents/303.pdf> ;
- 2 CFR 200 Subpart E – Cost Principles - www.ecfr.gov; and
- Standard Provisions for Non-U.S. Nongovernmental Organizations
<https://www.usaid.gov/sites/default/files/documents/303mab.pdf>

F3. Reporting and Plans Requirements

• Financial Reporting:

As permitted by 2 CFR 200.327, the Recipients must submit quarterly financial reports to the USAID AO and AOR, respectively, within 30 calendar days following the end of each quarter utilizing the Office of Management and Budget SF-425. The Federal Financial Report (FFR/SF-425) is available in PDF or Excel format at the following OMB website:

<https://www.usaid.gov/forms/sf-425a>

• Performance Reporting

The following reports are required:

(a) Performance, Monitoring, Evaluation and Learning

The Recipients are required to employ a rigorous monitoring and evaluation system for this Activity, including adequate staffing, technical support, and information systems for routine data collection and analytics.

The backbone of the Zimbabwe OVC M&E system is the OVC MIS, which the Recipients will be expected to use according to established standard operating procedures for data collection, entry and storage. The MIS tracks the services provided to OVC beneficiaries using a unique identifier code which enables the tracking of services provided at different stages. The OVC MIS also records information on OVC's eligibility, vulnerabilities, and graduation status. MIS development is ongoing, with annual updates made according to evolving reporting requirements and data analysis needs. The Recipients will be expected to participate in the Zimbabwe OVC Strategic Information (SI) TWG, which continues to play a fundamental role in the development and evolution of the MIS. Beyond the MIS, the OVC SI TWG is responsible for ensuring DQAs, validating performance data, preparing performance reports, troubleshooting data quality issues, and identifying and working on key learning questions that may help improve program quality.

The Activity will report on PEPFAR indicators, which can be found in PEPFAR's Monitoring Evaluation and Reporting (MER) Indicators Reference Guide at www.pepfar.gov

Targets will be set for each MER indicator for which services are delivered based on potential areas over the period of the project. Data are reported to USAID and PEPFAR using the Data for Accountability Transparency and Impact (DATIM) system. The Recipient should recognize that agreed annual adjustments will be made for all MER data reported in DATIM. Relevant MER indicators may include:

- PP_PREV
- OVC_SERV
- HTS_SELF
- OVC_HIVSTAT

USAID also requires the use of standardized custom indicators, descriptions for which can be found here: <http://ovcsupport.org/wp-content/uploads/2021/03/USAID-PEPFAR-Central-Custom-Indicators-Reference-Guide-IRS.pdf>

Examples of custom indicators which are relevant for this Activity are:

- OVC_OFFER
- OVC_ENROLL

- OVC_VL_ELIGIBLE
- OVC_VLR
- OVC_VLS
- NOT_GEND_GBV

The Activity will also track appropriate PYD indicators which can be found on <https://www.youthpower.org/positive-youth-development-pyd-indicators>

The Recipient will work closely with USAID to finalize indicators and set performance targets based on USAID and PEPFAR guidance and requirements. The Recipient will be responsible for data collection, analysis, and performance reporting required by USAID and PEPFAR per the defined monthly, quarterly, and annual results reporting cycle. Data will be used to evaluate the Activity's performance, drive decisions, guide course corrections as needed, and determine future funding.

[END OF SECTION F]

SECTION G: FEDERAL AWARDING AGENCY CONTACT(S)

G1. NOFO Points of Contact

J. Zeb Simpson
Agreement Officer
jsimpson@usaid.gov

Joyce Machingauta
Assistance Specialist
jmachingauta@usaid.gov

G2. 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](mailto:Ombudsman@usaid.gov)

[END OF SECTION G]

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SECTION H: OTHER INFORMATION

1. FUNDING APPLICATIONS:

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.

Any award and subsequent incremental funding will be subject to the availability of funds, specific allocation amounts in the annual PEPFAR Country Operational Plans, satisfactory progress towards achieving annual targets captured in the approved work plan, and continued relevance to Agency programming

[END OF SECTION H]

ANNEX 1 - SUMMARY BUDGET TEMPLATE

All budgets (summary and detailed) for each Prime applicant and any subs must be in U.S. Dollars currency.

ANNEX 2 - STANDARD PROVISIONS

(Note: the full text of these provisions may be found at: <https://www.usaid.gov/sites/default/files/documents/303mab.pdf>). The award will include the latest Mandatory Provisions for non-U.S. Nongovernmental organizations. The award will also contain the following “required as applicable” Standard Provisions:

REQUIRED AS APPLICABLE STANDARD PROVISIONS FOR NON-U.S. NONGOVERNMENTAL ORGANIZATIONS:

| Required | Not Required | Standard Provision |
|-----------------|---------------------|--|
| TBD | | RAA1. ADVANCE PAYMENT AND REFUNDS (NOVEMBER 2020) |
| | | RAA2. REIMBURSEMENT PAYMENT AND REFUNDS (DECEMBER 2014) |
| | | RAA3. INDIRECT COSTS – NEGOTIATED INDIRECT COST RATE AGREEMENT (NICRA) (NOVEMBER 2020) |
| | | RAA4. INDIRECT COSTS – CHARGED AS A FIXED AMOUNT (NONPROFIT) (JUNE 2012) |
| | TBD | RAA5. INDIRECT COSTS – DE MINIMIS RATE (NOVEMBER 2020) |
| | | RAA6. UNIVERSAL IDENTIFIER AND SYSTEM OF AWARD MANAGEMENT (NOVEMBER 2020) |
| | | RAA7. REPORTING SUBAWARDS AND EXECUTIVE COMPENSATION (NOVEMBER 2020) |
| | | RAA8. SUBAWARDS (DECEMBER 2014) |
| | | RAA9. TRAVEL AND INTERNATIONAL AIR TRANSPORTATION (DECEMBER 2014) |
| | NO | RAA10. OCEAN SHIPMENT OF GOODS (JUNE 2012) |
| Yes | | RAA11. REPORTING HOST GOVERNMENT TAXES (JUNE 2012) |

| | | |
|------------|-----------|---|
| | NO | RAA12. PATENT RIGHTS (JUNE 2012) |
| | NO | RAA13. EXCHANGE VISITORS AND PARTICIPANT TRAINING (JUNE 2012) |
| | NO | RAA14. INVESTMENT PROMOTION (NOVEMBER 2003) |
| | NO | RAA 15. COST SHARE (JUNE 2012) |
| | NO | RAA16. PROGRAM INCOME (AUGUST 2020) |
| TBD | | RAA17. FOREIGN GOVERNMENT DELEGATIONS TO INTERNATIONAL CONFERENCES (JUNE 2012) |
| | | RAA18. STANDARDS FOR ACCESSIBILITY FOR THE DISABLED IN USAID ASSISTANCE AWARDS INVOLVING CONSTRUCTION (SEPTEMBER 2004) |
| TBD | | RAA19. PROTECTION OF HUMAN RESEARCH SUBJECTS (JUNE 2012) |
| TBD | | RAA20. STATEMENT FOR IMPLEMENTERS OF ANTI-TRAFFICKING ACTIVITIES ON LACK OF SUPPORT FOR PROSTITUTION (JUNE 2012) |
| TBD | | RAA21. ELIGIBILITY OF SUBRECIPIENTS OF ANTI-TRAFFICKING FUNDS (JUNE 2012) |
| | | RAA22. PROHIBITION ON THE USE OF ANTI-TRAFFICKING FUNDS TO PROMOTE, SUPPORT, OR ADVOCATE FOR THE LEGALIZATION OR PRACTICE OF PROSTITUTION (JUNE 2012) |
| | | RAA23. VOLUNTARY POPULATION PLANNING ACTIVITIES – SUPPLEMENTAL REQUIREMENTS (JANUARY 2009) |
| YES | | RAA24. CONSCIENCE CLAUSE IMPLEMENTATION (ASSISTANCE) (FEBRUARY 2012) |
| YES | | RAA25. CONDOMS (ASSISTANCE) (SEPTEMBER 2014) |
| YES | | RAA26. PROHIBITION ON THE PROMOTION OR ADVOCACY OF THE LEGALIZATION OR PRACTICE OF PROSTITUTION OR SEX TRAFFICKING(ASSISTANCE) (SEPTEMBER 2014) |
| YES | | RAA27. LIMITATION ON SUBAWARDS TO NON-LOCAL ENTITIES (JULY 2014) |

| | | |
|------------|-----------|---|
| | NO | RAA28. CONTRACT PROVISION FOR DBA INSURANCE UNDER RECIPIENT PROCUREMENTS (DECEMBER 2014) |
| YES | | RAA29. CONTRACT AWARD TERM AND CONDITION FOR RECIPIENT INTEGRITY AND PERFORMANCE MATTERS (April 2016) |
| | | RAA30. RESERVED |
| YES | | RAA31. NEVER CONTRACT WITH THE ENEMY (NOVEMBER 2020) |

ANNEX 3 – RFA WEBSITE LINKS

The following documents are located at the URLs provided below:

- USAID Gender Policy:

https://www.usaid.gov/sites/default/files/documents/1865/GenderEqualityPolicy_0.pdf

- PEPFAR Strategy for Accelerating HIV/AIDS Epidemic Control (2017-2020):

<https://www.state.gov/wp-content/uploads/2019/08/PEPFAR-Strategy-for-Accelerating-HIVAIDS-Epidemic-Control-2017-2020.pdf>

- PEPFAR 2022 Country Operational Plan (COP21): <https://www.state.gov/wp-content/uploads/2020/12/PEPFAR-COP21-Guidance-Final.pdf>

PEPFAR 2023 Country Operational Plan (COP22): https://www.state.gov/wp-content/uploads/2022/01/COP22-Guidance-Final_508-Compliant.pdf

- DREAMS Initiative:

<https://www.pepfar.gov/priorities/girlswomen/index.htm>

- PEPFAR Monitoring, Evaluation, and Reporting Indicator Reference Guide, MER2.3 (Version 2.3):

<https://www.state.gov/pepfar-fy-2022-mer-indicators/>

- USAID Partner Portal

<https://www.usaid.gov/work-usaid>