



**Issuance Date:** October 31, 2022  
**Question Due Date:** November 14, 2022, 11:59 pm (AST Time)  
**Closing Date:** January 4, 2023  
**Concept Note Submission Closing Dates:** January 4, 2023, 11:59 pm (AST Time)

**Subject:** Annual Program Statement Number (APS) No.: 72053223APS00001

**Program Title:** Jamaica Youth EMPOWERment Addendum to YouthPower 2 Annual Program Statement.

**Catalog of Federal Domestic Assistance:** 98.001, Foreign Assistance for Programs Overseas Pursuant to the Foreign Assistance Act of 1961, as amended, the United States Government, as represented by the [U.S. Agency for International Development \(USAID\)](#), the [Bureau for Development, Democracy, and Innovation \(DDI\)](#), and USAID/Jamaica, are announcing the Jamaica Youth EMPOWERment (EMPOWER) Activity Addendum to the YouthPower 2 (YP2) Annual Program Statement (APS), hereafter known as the YP2 APS.

Through this Addendum, USAID/Jamaica aims to empower high risk youth so they are more resilient to being victims and/or perpetrators of crime and violence. The activity will build relevant skills to bolster targeted youth's ability to get more involved in their communities and improve their job readiness and skills to access gainful employment opportunities.

USAID/Jamaica anticipates awarding one (1) cooperative agreement under this Addendum with a ceiling of \$15 million. Issuance of this Addendum does not constitute an award or commitment on the part of the U.S. Government to make an award, nor does it commit the U.S. Government to pay for costs incurred in the preparation and submission of a Concept Note or Application(s). The assistance award, if any, is subject to the availability of funds, as well as the viability of the eventual full Application received.

Based on the submitted Concept Note(s), USAID/Jamaica will determine whether to request a Full Application from an eligible organization(s). To be competitive under this Addendum to the YP2 APS, Concept Notes and Full Applications must be fully responsive to all directions under the APS except when specifically noted otherwise in this Addendum.

It is the responsibility of the Applicant to ensure that the entire APS and Addendum Opportunity have been downloaded from [www.grants.gov](http://www.grants.gov) and USAID bears no responsibility for data errors resulting from the transmission or conversion process. If you have difficulty registering on [www.grants.gov](http://www.grants.gov) or accessing the APS, please contact the grants.gov Helpdesk at 1-800-518-4726 or via email at [support@grants.gov](mailto:support@grants.gov) for technical assistance.

Thank you for your interest in USAID programs.

**U.S. AGENCY FOR INTERNATIONAL DEVELOPMENT**

**ANNOUNCEMENT**

**CALL FOR CONCEPT NOTES**

**Jamaica Youth EMPOWERment (EMPOWER) Activity**

**A New Partnerships Initiative (NPI) Opportunity**

**UNDER EXISTING**

**YouthPower 2 (YP2) Annual Program Statement**

APS No.: 72053223APS00001

**PLEASE NOTE: This is an addendum to an existing announcement. All interested organizations should carefully review both the Jamaica Youth EMPOWERment (EMPOWER) Activity addendum AND the full announcement, which can be found here: <https://www.grants.gov/web/grants/view-opportunity.html?oppId=325906>. Important information contained in the full worldwide announcement is not repeated in the Jamaica EMPOWER Addendum.**

This activity is authorized in accordance with Part 1 of the Foreign Assistance Act of 1961, as amended.

Through the Jamaica Youth EMPOWERment (EMPOWER) addendum to the YouthPower 2 (YP2) Annual Program Statement (APS) No.72053223APS00001, USAID/Jamaica aims to provide a vehicle for engaging with vulnerable youth and youth-serving organizations, among others, and systems to generate cross-sectoral, positive youth development outcomes. In Jamaica, youth are not engaged in their communities. They may have low self-esteem, lack positive role models, and have a general feeling of alienation, which may be due to limited access to resources and opportunities. This Activity, therefore, seeks to empower at-risk youth to become more involved in their communities and improve their work readiness skills, while strengthening the enabling environment that supports them.

The Jamaica EMPOWER Activity promotes a whole-of-community approach to help targeted youth meaningfully contribute to the development of communities across Jamaica. Drawing on community assets such as their families, government and non-governmental institutions, and other community resources, this Activity will help the target population improve their civic engagement so they can make informed choices about civic issues such as voting, corruption, etc. The activity will also help at-risk youth build relevant skills to access gainful employment and get support from their communities so that they can remain resilient to exposure to victimization and perpetration of crime and violence.

USAID/Jamaica seeks qualified applicants to submit concept notes for a co-creation process for an innovative and relevant program, with the goal of using a positive youth development approach, to increase the resilience of at-risk youth to join gangs or engage in criminal and violent activities.

Subject to the availability of funds, USAID/Jamaica anticipates supporting one new award with an estimated \$15 million over the course of five years. USAID reserves the right to award more or fewer awards than this estimate and is not obligated to make any awards. The anticipated start date is June 2023.

USAID encourages applicants to become aware of the prohibitions associated with Section 889 of the John S. McCain National Defense Authorization Act (NDAA) for Fiscal Year (FY) 2019 Section (a)(1)(B) and Section (b)(1) of the law. Effective August 13, 2020, 2 CFR 200.216 for U.S. organizations and the mandatory standard provision “Prohibition on Certain Telecommunication and Video Surveillance Services or Equipment (AUGUST 2020)” for non-U.S. organizations prohibits the use of award funds, including direct and indirect costs, cost-share and program income, to procure covered telecommunication and video surveillance services or equipment. Applicants should reference the [USAID Section 889 Partner website](#) for more information.

Unless otherwise stated herein, all terms and conditions of the YP2 APS apply (<https://www.grants.gov/web/grants/view-opportunity.html?oppId=325906>).

<b>SECTION A: PROGRAM DESCRIPTION</b>	<b>5</b>
<b>I. INTRODUCTION</b>	<b>5</b>
<b>II. BACKGROUND</b>	<b>8</b>
<b>III. PROGRAMMATIC AND GEOGRAPHIC FOCUS</b>	<b>13</b>
<b>IV. APPLICATION PROCESS</b>	<b>15</b>
<b>V. COORDINATION AND COMPLEMENTARITY WITH OTHER ACTIVITIES</b>	<b>15</b>
<b>SECTION B: FEDERAL AWARD INFORMATION</b>	<b>16</b>
<b>I. ESTIMATE OF FUNDS AVAILABLE AND NUMBER OF AWARDS     CONTEMPLATED</b>	<b>16</b>
<b>II. START DATE AND PERIOD OF PERFORMANCE FOR FEDERAL AWARD</b>	<b>16</b>
<b>III. TYPE OF INSTRUMENT</b>	<b>16</b>
<b>SECTION C: ELIGIBILITY INFORMATION</b>	<b>17</b>
<b>I. ELIGIBILITY INFORMATION</b>	<b>17</b>
<b>SECTION D: APPLICATION AND SUBMISSION INFORMATION</b>	<b>19</b>
<b>I. AGENCY POINT OF CONTACT</b>	<b>19</b>
<b>II. APPLICATION PROCESS</b>	<b>19</b>
<b>SECTION E: INFORMATION ON THE REVIEW OF APPLICATIONS</b>	<b>25</b>
<b>I. REVIEW OF CONCEPT NOTES</b>	<b>25</b>
<b>II. MERIT REVIEW CRITERIA AND CONSIDERATIONS</b>	<b>25</b>
<b>III. ADDITIONAL CONSIDERATIONS</b>	<b>26</b>
<b>SECTION F: INFORMATION ON THE ADMINISTRATION OF FEDERAL AWARDS</b>	<b>27</b>
<b>I. FEDERAL AWARD NOTICES</b>	<b>27</b>
<b>II. TYPE OF AWARD</b>	<b>27</b>
<b>III. AWARD DISCRETION</b>	<b>27</b>
<b>IV. ADDITIONAL INFORMATION ON AWARD ADMINISTRATION</b>	<b>27</b>
<b>SECTION G: FEDERAL AWARDED AGENCY CONTACT(S)</b>	<b>28</b>
<b>ATTACHMENT I - CONCEPT NOTE TEMPLATE</b>	
<b>ATTACHMENT II - NOTIONAL BUDGET TEMPLATE</b>	

## SECTION A: PROGRAM DESCRIPTION

### I. INTRODUCTION

The purpose of the Jamaica Youth EMPOWERment Activity (EMPOWER) is to increase targeted youth's civic engagement and build work readiness skills to bolster employment opportunities for them. This new youth civic participation and workforce development activity seeks to leverage new models and partnerships to build the resilience of youth who are most at-risk of perpetrating and/or are victims of violence and crime.

To this end, USAID/Jamaica seeks to make one award targeting high risk youth between 10 and 29 years old who are in or out of school and who are susceptible to become perpetrators of crime and violence. The specific age demographic will be determined based on findings from a planned youth-focused assessment to be conducted under this Activity, and other baseline analyses.

The EMPOWER Activity will have the following objectives:

1. Increase civic awareness and participation of target youth in their communities.
2. Improve the ability of targeted youth to access livelihood opportunities.

#### **Link to CDCS and Other Activities**

The EMPOWER Activity directly supports [USAID/Jamaica Country Development Cooperation Strategy \(CDCS\)](#) DO 2 - Youth Crime and Violence Prevented in Targeted Communities - and will contribute to IR 2.1: *Resilience of Youth Improved to Prevent Crime and Violence* and IR 2.2: *Institutions' Effective Response to Growing Crime and Violence*.

EMPOWER will also support and contribute evidence and learning to Pillar 3 of the Caribbean Basin Security Initiative (CBSI) - "prevent youth crime and violence through primary, secondary, and tertiary prevention approaches and macro-level governance investments" and address the drivers and conditions that explain youth violence and crime. In alignment with the CBSI strategic framework, the EMPOWER Activity will "advance community-level youth crime and violence prevention interventions, including a positive youth development approach focused on youth engagement for civic and economic opportunity."

The successful applicant is expected to address and build on the current youth demographic trends, and the results and lessons learned from previous and ongoing activities. There are three ongoing USAID/Jamaica youth crime prevention activities and a planned activity to provide critical support services to perpetrators, victims, and witnesses of violence: 1) The Local Partner Development (LPD) activity works with government, civil society, and private sector partners to build their capacity to implement more effective, collaborative and evidence-based programs. 2) Positive Pathways builds community and family resilience by strengthening the capacity of parents and communities to leverage economic and social resources and establishing pathways to support targeted youth. 3) The newly launched Government-to-Government (G2G) activity has an emphasis on relationship building between youth, communities, and the police.

Jamaica also receives support from the USAID Latin American and Caribbean regional ADVANCE workforce development activity that works with select technical tertiary education institutions to strengthen market-relevant technical training programs to youth based on Jamaica's workforce needs. The EMPOWER activity will build on the best practices identified through these and other programs, in particular, how best to engage with families, communities, public

and private sector partners to help inform interventions and how to frame interventions and engagement to increase youth civic engagement, and agency to contribute to the development of their communities.

The EMPOWER activity will engage with non-security sector local government actors such as relevant agencies of the education and labor ministries, the Social Development Commission (SDC), and Community Development Committees (CDCs) that fall under the purview of the Ministry of Local Government and Rural Development. The engagement may include collaborating and coordinating with the institutions and or providing technical assistance to strengthen their ability to support target youth. As partners, they can help mobilize support for youth at-risk of being victims and/or perpetrating violence, identify employment opportunities, and facilitate youth's participation in civic life.

This Activity will target youth who are vulnerable to or at risk of involvement in criminal and violent activities. The youth are often from volatile areas where crime and violence is the highest. Beneficiaries of the activity may be in or out of school; struggling academically or show a lack of interest in academics; or lack supervision and direction, be unemployed/under-employed and/or unable to retain a job, etc. The specific risk factors of the target youth population will be further defined during the co-creation process to maximize the impact of the activity.

The proposed activity is consistent with USAID Youth in Development Policy<sup>1</sup> objectives, which are:

- **Access:** Youth are better able to access high-quality information, safe services, and livelihood opportunities and build the skills they need to lead healthy, productive, and engaged lives.
- **Participation:** Youth have the right to fully participate in decision-making as key partners to contribute to individual, household, community, and national well-being.
- **Systems:** Youth have a stronger collective voice in, and are better served by, local and national systems through more coordinated and effective services, practices, and policies that embody the principles of positive youth development.

Further, this activity supports the goal of the USAID Youth in Development Policy, to “increase the meaningful participation of youth within their communities, schools, organizations, economies, peer groups, and families, enhancing their skills, providing opportunities, and fostering healthy relationships so they may build on their collective leadership.” Youth development at USAID uses a positive youth development (PYD) approach, which aims to transition away from problem-focused responses to youth crises and toward proactively building skills, fostering healthy relationships, transforming systems, and making youth an active partner in development efforts.

### **Learning Agenda**

USAID/Jamaica prioritizes learning in all of its activities and is committed to using a Collaborating, Learning and Adapting approach (CLA) in the activity implementation and therefore emphasizes the use of evidence throughout the Program Cycle. This Activity will include channels for ongoing analysis of data that can be used by USAID stakeholders and partners in planning future needs in a range of contexts. USAID/Jamaica encourages approaches that leverage the existing platforms of YouthPower, YouthLead, and YouthExcel as well as relevant YouthPower communities of practice and other networks, when appropriate, collaborate

---

<sup>1</sup> <https://www.usaid.gov/policy/youth>

with other awards that fall under the YP2 APS umbrella and USAID/Washington-based and country-level mechanisms. The successful applicant will be expected to select appropriate standard indicators<sup>2</sup> and/or develop custom indicators to monitor the impact of interventions as well as the context of activity implementation. The activity will contribute to the USAID Caribbean Basin Security Initiative Monitoring, Evaluation and Learning (MEL) plan<sup>3</sup>, PYD<sup>4</sup>, and YWFD<sup>5</sup> learning agendas and provide lessons learned for future empowerment/civic engagement activities for youth.

Youth Political Economy Assessment - The successful applicant will be required to conduct a youth-focused and youth-involved Political Economy Assessment (PEA)<sup>6</sup> within the first six months of the award that will inform the implementation of interventions. The PEA will, among other things, work with target youth to identify their interest and capability towards various interventions, such as youth-led peer networks (within or across communities) that they can tap into for support to improve their civic awareness and engagement in community development, solve problems, and identify economic opportunities. Additionally, the PEA will assess the youth labor market to inform interventions under Objective 2 to ensure employability/skills training for youth are aligned with labor market opportunities. The successful applicant will need to ensure that the PEA takes into account the disproportionate involvement of youth as victims and perpetrators of crime and violence in its diagnosis of the situation and make recommendations for an appropriate response. Findings and recommendations will be used to further refine the activity and inform other relevant USAID/Jamaica youth crime prevention programming. The assessment will be carried out in partnership with youth and in consultation with USAID/Jamaica.

Performance Evaluation - USAID/Jamaica is interested in how integrated civic engagement and workforce development interventions can support youth violence prevention programming. To this end, USAID anticipates conducting a rigorous performance evaluation of the EMPOWER activity. The evaluation will be carried out by a third-party evaluator managed by USAID. The costs of the third-party evaluator will be borne by USAID. The successful applicant will be expected to support the third-party evaluator, including scheduling meetings with beneficiaries and providing data and documentation.

The YP2 APS is an unfunded umbrella APS designed to creatively engage with, among others, youth-led and youth-serving organizations, and systems, to generate cross-sectoral, positive youth development outcomes. An APS is an assistance mechanism that is used when USAID intends to support a variety of creative approaches. Under the YP2 APS, there is flexibility to issue an award in the form of a grant, fixed amount awards, or cooperative agreement and modalities within these award types.

In publishing the Jamaica EMPOWER addendum, USAID/Jamaica **is soliciting concept notes from qualified interested organizations according to review attributes listed below.**

---

<sup>2</sup> The USAID Education Reporting Toolkit may be a helpful resource: <https://www.edu-links.org/indicators>

<sup>3</sup> [https://pdf.usaid.gov/pdf\\_docs/PA00XF9D.pdf](https://pdf.usaid.gov/pdf_docs/PA00XF9D.pdf)

<sup>4</sup>

<https://www.edu-links.org/resources/learning-agenda-positive-youth-development-low-and-middle-income-countries>

<sup>5</sup> <https://www.edu-links.org/resources/usaidth-youth-workforce-development-learning-agenda>

<sup>6</sup> PEA Reference Materials -

<https://usaidthlearninglab.org/library/applied-political-economy-analysis-pea-reference-materials>

## II. BACKGROUND

### Country Context

Jamaica is an upper middle income developing country with a population of approximately 2.9 million people. Despite gains in areas such as education, health, etc., the country is confronted with challenges that impede its development, including a high homicide rate. The youth population who are the focus of USAID/Jamaica's CBSI activities face compounding marginalization and socioeconomic barriers that heighten their susceptibility to becoming involved in crime. In Jamaica, youth are also the main victims and/or perpetrators of crime and violence. In order to respond to the needs of targeted youth, USAID and its implementing partners must engage with youth as agents of change, whose full participation in civic, economic, and political life is critical for improving communities, reducing violence, strengthening democratic governance and bolstering economic growth.

A 2019 USAID-commissioned inclusive development study<sup>7</sup> that included Jamaica identified "citizen engagement and civil society" and "corruption" among several factors that influence inclusivity in Jamaica. With respect to citizen engagement, the study provided programming options including "supporting existing organizations on broader civic engagement through youth education on the concept of integrity... and creating space for citizen participation in government discourse."

As the CBSI Framework highlights, corruption "hinder[s] effective crime and violence prevention."<sup>8</sup> Improving awareness of corruption and its negative consequences can help in crime and violence prevention. The perception of corruption has plagued Jamaica for many years. According to the Transparency International Corruption Perceptions Index, where on a scale of 0 (highly corrupt) to 100 (very clean), in 2020 and 2021 Jamaica scored 44/100 indicating a high level of corruption. Jamaica has not scored above 44 in the almost 20 years it has been participating in these surveys. Additionally, Jamaica ranks 70 out of 180 countries worldwide and is the fifth most corrupt country in the Caribbean behind Haiti (164), Dominican Republic (128), Guyana (87), and Trinidad and Tobago (82 ), according to the 2021 Corruption Perception Index.<sup>9</sup>

Contributing to these low scores are citizens who justify corrupt activities, others who do not think their actions are corrupt, and the poor level of service provided by public sector entities. According to the 2020/2021 AmericasBarometer study<sup>10</sup>, five percent of Jamaican respondents reported that within the past 12 months the police and public officials solicited a bribe from them. In addition, the study found that in LAC, more men, younger persons, better educated and wealthier individuals are more likely to be asked for a bribe by the police. The 2018/2019 LAPOP study<sup>11</sup> revealed that 54.4 percent of the public were dissatisfied with public services, 32.5 percent were dissatisfied with public schools, 59.5 percent were dissatisfied with roads in Jamaica, and only about 20 percent of interviewees expected the police to respond to an emergency within three hours or not at all. These statistics indicate a need for civic education among youth, to counter corrupt activities and highlight how corruption negatively affects society and undermines the rule of law.

---

<sup>7</sup> GENDER AND INCLUSIVE DEVELOPMENT ANALYSIS: FINAL REPORT

<sup>8</sup> CBSI Strategic Framework, pg. 12

<sup>9</sup> <https://www.transparency.org/en/cpi/2021>

<sup>10</sup> AmericasBarometer, 2021. *The Political Culture of Democracy in Jamaica and in the Americas, 2021: Taking the Pulse of Democracy.*

<sup>11</sup> AmericasBarometer, 2019. *The Political Culture of Democracy in Jamaica and in the Americas, 2018/2019: Taking the Pulse of Democracy.*

## **Crime and Violence**

High levels of crime and violence continue to be a major concern of the government and citizens of Jamaica—threatening the tourism industry and placing a heavy burden on the health and criminal justice systems. For many years, Jamaica has experienced high and persistent levels of violence placing the country in the top ten countries with the highest homicide rates. In-Sight Crime’s 2021 Homicide Roundup reported that Jamaica had the highest homicide rate in Latin America and the Caribbean for the second consecutive year. In 2021, there were 49.4 homicides per 100,000 people and 46.5 in 2020<sup>12</sup> - around eight times the global average. Notwithstanding additional crime-fighting measures put in place by the Government of Jamaica (GoJ), crime remains a serious issue for the country. The country’s 0.54 score out of 1.0 on the 2022 USAID Road Map’s “Safety and Security” metric confirms that crime and violence is still a pressing concern. In 2021, Jamaica scored 0.57 for safety and security.

In Jamaica, youth are arrested, jailed, and murdered at twice the rate of the general population. Push factors include, “unemployment, unstable families, attraction to the ‘fast life’, exposure to violence and a negative community environment which drove youth to become perpetrators of violence.”<sup>13</sup> Many youth possess criminal records that present obstacles to accessing legitimate social services, jobs, and accompanying opportunities that keep them confined in the perpetual cycle of a criminal and violent lifestyle. Those with a criminal history face difficulty getting jobs in the formal sector as many employers require a criminal background check for employment.

An Inter-American Bank (IDB) study<sup>14</sup> of crime and violence in Jamaica profiles most victims of homicide as, “male, young, uneducated, and poor.” According to the Jamaican Minister of National Security in his 2021 Sectoral Presentation<sup>15</sup>, “50.2 percent of all murders in Jamaica are of young men, aged 15 to 34. These are young men in their prime productive years who are being gunned down, slaughtered by each other.”

## **Youth Unemployment and Workplace Skills**

The Planning Institute of Jamaica’s baseline study of 17 vulnerable and volatile communities in Jamaica found a very small percentage of employed persons or persons that were employable from these specific neighborhoods.<sup>16</sup> Despite some positive trends, Jamaica’s youth unemployment rate remains relatively high, more than twice the national average of 7.1 percent. In October 2021, 18.9 percent of youth did not have a job, down from 28.2 percent for the similar period in 2020. At the start of 2021, the age cohorts 20-24 and 25-34 had an unemployment rate of 19 percent and 9.3 percent respectively. October 2021 data shows that 26.3 percent of youth in the age group 14-19 and 17.2 percent of 20-24 year-olds were unemployed.<sup>17</sup> This data does not include persons in the informal sector, where many in the target population for this addendum and their families earn a living. Although there is no data available, unemployment among high-risk

---

<sup>12</sup> <https://insightcrime.org/news/insight-crimes-2021-homicide-round-up/>

<sup>13</sup>

[https://www.youth4peace.info/system/files/2018-04/6.%20CFR\\_Jamaica%20Case%20Study\\_Elizabeth%20Ward\\_0.pdf](https://www.youth4peace.info/system/files/2018-04/6.%20CFR_Jamaica%20Case%20Study_Elizabeth%20Ward_0.pdf), pg. 4

<sup>14</sup> Inter-American Bank (IDB) Series on Crime and Violence in the Caribbean: Crime and Violence in Jamaica, 2016. / Also, see [The Gleaner, September 28, 2016](https://www.gleaner.com/story/2016-09-28/2016-09-28)

<sup>15</sup>

<https://www.mns.gov.jm/sites/default/files/speeches/Sectoral%20Presentation%20April%202021%20-%20HM%20Chang1.pdf>, July 2022.

<sup>16</sup> <https://www.mns.gov.jm/sites/default/files/speeches/Sectoral%20Presentation%20April%202021%20-%20HM%20Chang1.pdf>

<sup>17</sup> <https://stainja.gov.jm/LabourForce/NewLFS.aspx>

youth (those who are involved in or are at imminent risk of involvement in violent and criminal activities), who are mostly from underserved communities, is believed to be much higher. USAID notes that the 14-19 age cohort generally represents youth who should be in secondary school and/or completing their transition into post-secondary training. The PEA, to be done within the first six months of the award, will serve to identify the skills employers are looking for and whether there are job opportunities for target youth.

Coupled with high unemployment, consultations with stakeholders such as the private sector, vocational training institutions, and the USAID Mission’s analysis revealed that youth lack the appropriate soft skills for the workplace. The USAID-commissioned Private Sector Landscape Analysis (PSLA)<sup>18</sup> found that businesses are concerned about security risks and as a result apply “stringent hiring processes” that are biased against youth who may be considered high risk. The PSLA noted that, “Unless they receive support from social service programs, at-risk youth are poorly suited to compete in the job market given their (generally) limited education/literacy levels, less developed soft skills, lack of exposure to and contacts with professionals and work environments.”

## **PURPOSE**

EMPOWER will address the risk and resilience factors that influence Jamaican youth’s participation in violence, by bolstering their civic awareness and community belonging and engagement. The Activity also serves to strengthen the supporting environment and networks for youth at risk for becoming a perpetrator of crime and violence; and increase their soft skills, agency, and access to livelihood opportunities. Youth will be exposed to opportunities for entrepreneurship, as well as on-the-job training, so that they are equipped with the necessary tools and support to secure gainful employment.

**Goal:** To increase the civic participation of high risk youth, and improve their skills to access livelihood opportunities and contribute to the development of their communities.

The EMPOWER Activity has the following objectives:

1. Increase civic awareness and participation of target youth in community-based activities.
2. Improve the ability of targeted youth to access livelihood opportunities.

**Theory of Change:** Applicants must provide a theory of change, which is a narrative description of how and why an objective or result is expected to be achieved based on their proposed technical approach and evidence in the expanded narratives. The applicant may also include a logic model—a graphic or visual display of the activity’s theory of change—to show the logical relationships between what the activity will do and the changes it expects to affect.

**Objective 1:** Civic awareness and participation of target youth in their communities increased.

Targeted youth are developing in an insecure environment that is not conducive to fostering strong and healthy character formation. Many of their households lack positive influence, therefore increasing the vulnerability of young men, in particular, to fall into a life of crime and violence. Without a strong family structure and trusting adults in their lives, these youths seek out a peer group or “crew” to replace the family unit. Youth who are at high risk to become

---

<sup>18</sup> USAID/Jamaica Private Sector Landscape Assessment Report

perpetrators of crime and violence join these peer networks to gain a sense of belonging or to give themselves a sense of identity, but often these networks encourage or pressure youth into adopting practices and negative behaviors leading to illicit and criminal activity.

Family separation and dysfunction, domestic conflict, and lack of safe outlets for recreation affect youth's sense of belonging, self-esteem, and self efficacy. The desire for a sense of belonging is a key driver to participate in gangs and micro-gangs, particularly for boys and young men.<sup>19</sup> Finding healthy alternative avenues to gaining a sense of belonging and identity may be key to preventing entry into crime.<sup>20</sup>

Youth can be agents for positive change for preventing violence in their families and communities. Their full participation in civic and political life is critical to ensure their voices are represented in all aspects of community improvement, and critical for securing positive youth development outcomes. Civic engagement may help increase youth's social capital and a greater sense of belonging, not just with members of their communities, but with other stakeholders including local policy makers can help strengthen the support networks young people need to help contribute to the economic and political development of their communities. Under the new GOJ Sixth-Form Pathways Programme<sup>21</sup>, which fosters the implementation of a seven-year high-school program, allowing for students who complete grade 11 to pursue a two-year course of study with alternative opportunities alongside the traditional sixth-form curriculum, there is also the mandatory youth service component. This service component will strengthen the Jamaica National Service Corps, enhancing youth participation in community service and development.

Prior research suggests that, "communities can prevent violence by developing collective efficacy," which happens when there is increased trust among neighbors, and other members within communities, and they are willing to work together, engage, and intervene to address problems.<sup>22</sup> In addition to increasing social capital through "bonding," researchers argue that it is critical to build "bridges" between residents and "external players," in particular, civil society and local government stakeholders, who can help generate resources and provide the institutional support to help "sustain violence prevention efforts."<sup>23</sup>

The [USAID Inclusivity Study](#)<sup>24</sup> noted the importance of "civic education that includes instilling within the very young a positive national identity and continuing to deepen that understanding of the national system and the roles and responsibilities of citizens as the individual grows." Therefore, to support character building, community cohesion and relationships, youth civic education combined with applied learning opportunities such as community service should be encouraged and supported. Educating and raising awareness of corruption as part of their civic awareness can help build strong values and attitudes in at-risk youth.

Lessons learned indicate that preventing youth crime and violence is most effective when the needs of the family and community are taken into consideration. Increasing target youth's civic awareness and participation will require the support of these stakeholders. It will be necessary to

---

<sup>19</sup> Light on Violence | Here's why boys join gangs. The Gleaner. January 26, 2017.

<https://jamaica-gleaner.com/article/news/20170127/light-violence-heres-why-boys-join-gangs>

<sup>20</sup> OECD. Latin American Economic Outlook 2017 Youth, Skills and Entrepreneurship: Youth, Skills and Entrepreneurship, pg. 134.

<sup>21</sup> <https://moey.gov.jm/wp-content/uploads/2021/11/SEPP-Framework-formatted-Nov-5-2021.pdf>

<sup>22</sup> <https://www.journals.uchicago.edu/doi/full/10.1086/689407#:~:text=Prior%20research%20demonstrates%20that%20communities,to%20intervene%20to%20address%20problems.>

<sup>23</sup> 34(3), S42-47.

<sup>24</sup> [https://pdf.usaid.gov/pdf\\_docs/PA00Z9GM.pdf](https://pdf.usaid.gov/pdf_docs/PA00Z9GM.pdf)

conduct a community asset mapping and gap analysis to identify and assess support structures such as the family, community, local government organizations, youth clubs, neighborhood watch groups, churches, community resource centers, etc. that support youth's civic engagement and participation. Building the institutions to effectively engage and support high risk youth is also key to increasing trust and social capital in target communities. In this regard, the successful applicant may need to engage with other USAID and GOJ activities that support these institutions to ensure that there is no duplication of efforts.

**Objective 2:** Ability of targeted youth to access livelihood opportunities improved.

Many youth from violent communities do not know how to find available jobs. They often also do not have the technical and work-readiness skills required for the job market. This lack of professionalism and appropriate soft and social skills in youth are challenges for employers and a negative factor in youth's low job retention.

In addition to the technical competence, strong emphasis should be placed on the development of professional, social, and other workplace readiness skills that will help targeted youth to be successful in the workplace and in their communities. The successful applicant will be required to work with youth to determine their areas of interest as the youth are likely to be more successful when they are involved in decisions that affect their lives. The successful applicant must also employ a gender inclusive approach including nontraditional employment opportunities for young men and women as supported by the relevant analyses.

Youth populations at risk of becoming perpetrators of crime and violence face many challenges participating in the workforce and traditional skills development programs. Some of the issues relate to sporadic violent flare-ups in and around their communities that cause them to be late for or absent from training and other activities. There may be other barriers that prevent youth participation in training activities and in the workplace such as the lack of childcare support and transportation. Youth can work together with members of the community, government stakeholders, peer mentors, and local civil society organizations to pinpoint barriers and discuss solutions. Expanding peer mentorships and networks for mentorship, and peer-to-peer collaboration can also help strengthen the enabling environments for high risk youth.

Collaborating with the private sector is essential, not just for identifying work-related opportunities such as internship apprenticeship, etc., but also to support community development activities such as recreational spaces in the targeted areas. Like USAID, the private sector is concerned about youth crime and violence prevention and "is eager to address the issue, specifically through initiatives related to soft skills, employability, professionalism, and improving literacy rates."<sup>25</sup> Critically, interventions should include links with the private sector and strengthen the capacity of educational and vocational/technical training institutions and organizations to deliver market-responsive and soft skills training to youth. The USAID-funded Jamaica Private Sector Landscape Assessment identified the *Bridge to the World of Work* as a model for private sector engagement in youth crime and violence prevention. This approach includes the introduction to the world of work (which is a series of preparatory activities such as vocational counseling, job fairs, resume/interview training and mentorship, designed to support targeted youth in transitioning from social service programs to the world of work); employment (placement for graduates of social service programs); and entrepreneurship (entrepreneurial support and incubation through partnerships). Other possible modalities for private sector involvement under this objective include active participation, alongside high risk youth, in

---

<sup>25</sup> USAID/Jamaica-hosted Private Sector Convening Event, November 2020

curriculum or delivery design.

This target population will require tailored interventions for which vocational training institutions as well as informal and formal education programs may lack the necessary resources and capacities. Institutional and organizational capacity strengthening will be critical to ensure that workforce readiness programs, OJT, opportunities and placements are accessible to at-risk youth populations and responsive to market needs. Mentorship should complement engagement with policymakers, employers, dialogue with families, and members of the community to strengthen the enabling environment. The successful applicant must also take into account the Government of Jamaica Sixth Form Pathways program and how that will impact targeted youth as well as the vocational training institutions that may be involved in activity implementation.

### III. PROGRAMMATIC AND GEOGRAPHIC FOCUS

Programmatic Focus: Preventing youth crime and violence in targeted communities is one of USAID/Jamaica's CDCS development objectives. Under the citizen security portfolio, USAID/Jamaica supports efforts to prevent youth crime and violence through improving youth-community relationships, providing support and tools for families and parents to increase their children's resilience to violence, and strengthening services that provide children and youth with pathways away from crime. Assistance also focuses on improving state institutions' abilities to more effectively respond to crime.

USAID/Jamaica's crime prevention activities are implemented under the U.S. Government's CBSI<sup>26</sup>. Therefore, programming decisions must align with and contribute to the initiative's strategy. Applying a public health methodology to violence prevention<sup>27</sup>, the Jamaica EMPOWERment Activity will address the risk and resilience factors of the broader youth population in target communities through EMPOWER's portfolio of civic engagement, mentoring, and skills training interventions. Many targeted youth will have similar issues, but the extent of the issues may vary depending on the communities where youth reside, their ages, gender, influences in their life, or risk level. Therefore, interventions should be tailored accordingly.

The main beneficiaries of this activity are **in-school and out-of-school youth** with a larger percentage being young men who are the main casualties and instigators of violence. Adolescence and young adulthood are critical stages in the life cycle.<sup>28</sup> Research indicates that antisocial and other risk-taking behaviors such as drug and alcohol use tend to begin around the adolescent years<sup>29</sup> and may increase youths' vulnerability to dropping out of school, joining gangs and getting involved in other organized illicit activities. The preliminary PEA will also inform the target demographic for this activity.

**Families of targeted youth and institutions** that support youth are indirect beneficiaries, and may be strengthened, where necessary, to support youth. Where applicable, targeted youth will be determined through the use of appropriate assessment tools such as the Ministry of National

---

<sup>26</sup> <https://www.state.gov/caribbean-basin-security-initiative/>

<sup>27</sup> CBSI Strategic Framework, Figure 1, pg. 17

<sup>28</sup> The minimum age for formal employment in Jamaica is 15 years, if he or she has completed secondary education - Jamaican Ministry of Labour & Social Society.

<sup>29</sup> [https://www.cdc.gov/parents/teens/risk\\_behaviors.html](https://www.cdc.gov/parents/teens/risk_behaviors.html)

Security (MNS)/Citizen Security and Justice Program Youth Risk Assessment tool<sup>30</sup> currently being used by other USAID activities.

#### Positive Youth Development

Youth engagement necessitates a holistic, PYD approach, where young people are treated as equal partners, during all aspects of the program cycle. PYD transitions away from traditional approaches of responding to young people in a risk or problem frame and toward proactively building skills, fostering healthy relationships, and supporting youth to be active partners in development efforts. It suggests that if young people have the knowledge, skills, and support they need, they will thrive as adults, enjoy good health, succeed economically, and make meaningful contributions to their communities. The PYD approach aligns with recommendations from the 2017 Jamaica Youth, Peace, and Security Case Study<sup>31</sup>.

#### Inclusive Development

USAID promotes a nondiscriminatory, inclusive and integrated development approach that ensures that all people, including those who face discrimination and thus may have limited access to a country's benefits, legal protections, or social participation are fully included and can actively participate in and benefit from development processes and activities.

Additional considerations must be made to ensure that the Activity adheres to USAID's Universal Design for Learning approaches and that special considerations be made for targeted youth with disabilities to ensure they are benefitting from the program. **Furthermore, the Activity will need to ensure that trauma-informed approaches and services are built into the activity due to the prevalence of youth being exposed to and personal experiences with violence in their communities.**

#### Critical Partnerships

USAID will seek to partner with entities such as the Ministries of Education and Youth (schools), Labour and Social Security, and Local Government and Rural Development, Social Development Commission, CDCs, civil society organizations, academia, community-based organizations, the private sector, faith-based organizations, service clubs, among other local stakeholders to execute coordinated interventions. Faith-based organizations in particular are critical for community and family engagement facilitated activities.

#### Do No Harm

USAID is committed to ensuring its programming does not put individuals or groups at increased risk of harm. This principle is especially important when working in contexts where youth are affected by violence, discrimination, stigma and/or criminalization. Applicants should take into consideration the safety and security concerns of the beneficiaries that USAID seeks to support.

#### Alignment with the USAID New Partnerships Initiative

EMPOWER is aligned with USAID's New Partnerships Initiative (NPI) in the goal of equipping and empowering new and underutilized development partners such as youth-led organizations. Often, local youth organizations have available ideas, capabilities, and networks to solve problems not adequately addressed by other traditional implementing partners. By leveraging both NPI and EMPOWER, USAID can directly support new and underutilized partner(s) that would not historically have had the scale to undertake a USAID partnership. This support has

---

<sup>30</sup> This Citizen Security and Justice Programme (CSJP) tool is available through the Ministry of National Security

<sup>31</sup>

[https://www.youth4peace.info/system/files/2018-04/6.%20CFR\\_Jamaica%20Case%20Study\\_Elizabeth%20Ward\\_0.pdf](https://www.youth4peace.info/system/files/2018-04/6.%20CFR_Jamaica%20Case%20Study_Elizabeth%20Ward_0.pdf)

multiple potential benefits by taking advantage of the full marketplace of ideas for strengthening self-reliance - and providing capacity building for the overall ecosystem of youth service providers.

#### Geographic Focus

USAID/Jamaica youth crime and violence prevention activities are implemented within the parishes named by the Jamaica Constabulary Force, with the highest homicide rates. The parishes are Kingston and St. Andrew, St. Catherine, Clarendon, St. James, Hanover, and Westmoreland. Beneficiaries should be drawn from select communities within these parishes. The successful applicant is encouraged to target the Ministry of National Security and PIOJ Community Renewal Program communities that are not part of current USAID activities.

#### **IV. APPLICATION PROCESS**

USAID has outlined the application process in Section D of this Addendum. Please see the YP2 APS for additional information.

#### **V. COORDINATION AND COMPLEMENTARITY WITH OTHER ACTIVITIES**

To increase program impact, this activity should collaborate with relevant USAID and non-USAID programs. The EMPOWER activity complements and builds on current USAID youth crime prevention programs in Jamaica, namely the LPD and Positive Pathways activities. In addition, a USAID/Washington-funded regional workforce development activity (ADVANCE) in Jamaica may provide useful insights and lessons learned for this EMPOWER activity. The ADVANCE program works with select technical tertiary education institutions to strengthen market-relevant technical training programs to disadvantaged and at-risk youth community colleges and vocational training institutions based on Jamaica's workforce needs.

The successful applicant will plan and carry out program activities with a clear understanding of the scope and impacts of other U.S. Government departments such as the State Department's Bureau of International Narcotics and Law Enforcement Affairs, GOJ, and other development partners efforts in the citizens security sector to avoid duplication or inconsistencies in efforts, leverage maximum impact, and identify opportunities for joint implementation or collaboration. There are several technical and vocational training institutions islandwide that offer standardized training programs according to industry needs and are willing to develop customized courses for the target beneficiaries. For example, the Government's HEART NSTA Trust has 26 centers nationally, offers certain programs in specific communities, and partners with social service organizations that address mental health and behavioral concerns, substance use and abuse, etc. Not only does the Ministry of Labour and Social Security operate an online employment portal that could link youth with potential employers, it provides support services such as career counseling and guidance, resume writing, interview and job searching techniques, labor market information that program beneficiaries can access<sup>32</sup>. The applicant should also look at the GOJ Sixth Form Pathways Programme<sup>33</sup>, providing additional opportunities to focus on alternative vocational technical opportunities alongside the traditional sixth-form curriculum. This program<sup>34</sup> provides certification that will prepare youth to enter various fields of work or receive further general or technical training.

---

<sup>32</sup> <https://www.mlss.gov.jm/departments/electronic-labour-exchange/>

<sup>33</sup> <https://moey.gov.jm/parents-welcome-sixth-form-pathways-programme/>

<sup>34</sup> <https://moey.gov.jm/wp-content/uploads/2021/11/SFPP-Framework-formatted-Nov-5-2021.pdf>

## **SECTION B: FEDERAL AWARD INFORMATION**

### **I. ESTIMATE OF FUNDS AVAILABLE AND NUMBER OF AWARDS CONTEMPLATED**

This program is authorized in accordance with the Foreign Assistance Act (FAA) of 1961, as amended. Issuance of this Addendum does not constitute an award commitment on the part of the U.S. Government, nor does this commit the U.S. Government to pay for any costs incurred in the preparation or submission of questions, comments, suggestions, concept notes, or an application. Applicants submit Concept Note applications at their own risk, and all preparation and submission costs are at their expense.

The successful Applicant 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 Applicant 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 Applicant, 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.

### **II. START DATE AND PERIOD OF PERFORMANCE FOR FEDERAL AWARD**

The anticipated period of performance for awards made under the USAID/Jamaica EMPOWER Addendum to the YP2 APS is June 2023 to June 2028.

### **III. TYPE OF INSTRUMENT**

Award(s) that result from this YP2 APS Addendum will take the form of a cooperative agreement, unless otherwise decided. Per ADS 303.3.11, a cooperative agreement “provides for substantial involvement between the Federal awarding Agency and the recipient in carrying out the activity contemplated by the Federal award.” Applicants are encouraged to review ADS 303.3.11 *Cooperative Agreements and Substantial Involvement* to learn more about the elements of “substantial involvement” under a cooperative agreement. At a minimum, USAID shall be substantially involved in the following activities with the recipient during the implementation of the activity:

- Approval of the recipient’s implementation plans.
- Approval of specified key recipient personnel.
- Agency and Recipient collaboration or joint participation.

**[END OF SECTION B]**

## SECTION C: ELIGIBILITY INFORMATION

### I. ELIGIBILITY INFORMATION

Eligibility for this award is not restricted. U.S. and non-U.S. public, private, for-profit, and non-profit organizations, as well as higher education institutions (especially minority-serving institutions (MSIs), public international organizations, and non-governmental organizations are eligible to submit a concept note. Further, the organization must be a legally recognized organizational entity in the country where it operates.

USAID values the participation of the U.S. higher education community in this activity. U.S. Higher Education Institutions (HEIs) are key partners for developing solutions to development challenges, by serving as intellectual hubs for knowledge, research support, and innovation.

As an NPI addendum under the YP2 APS, the Jamaica EMPOWER Activity envisions three specific forms for engagement, each intended to offer different entry points for working directly or indirectly with new, underutilized, or established organizations. Organizations only need to qualify under one of the forms of engagement listed below but must involve significant participation by one or more new or underutilized partners in Jamaica that is a youth-led or youth-serving organization.

1. Direct awards to new<sup>35</sup> and underutilized partners. Approach #1 focuses on empowering partners with strong local ties to national communities, and relies heavily on these partners during co-creation processes to offer innovative ideas and solutions to the development challenges outlined in addenda. Under Approach #1, awards may be issued only to Prime recipients that meet one or more of the definitions below:
  - A. New or Underutilized Organizations
    1. Organizations that have received less than \$25 million cumulatively in direct or indirect awards from USAID over the past five years.
  - B. Local Entities: An individual or organization that:
    1. Is legally organized under the laws of a country that is receiving assistance from USAID;
    2. Has its principal place of business or operations in a country receiving assistance from USAID;
    3. Is majority-owned by individuals who are citizens or lawful permanent residents of a country receiving assistance from USAID; and
    4. Is managed by a governing body, the majority of whom are citizens or lawful permanent residents of the country receiving assistance from USAID.
  - C. Locally Established Partners (LEPs): A U.S. or international organization that works through locally led operations and programming models. LEPs:
    1. Have maintained continuous operations in-country for at least five years and materially demonstrate a long-term presence in a country through adherence or alignment to the following:
      - a. Local staff comprises at least 50% of office personnel;

---

<sup>35</sup> For additional information on the definition of a new entity, see <https://procurement.inl.gov/Small-Business-Program/Shared%20Documents/DUNS%20FAQ.pdf>. Note that USAID reserves the right to consider any funding received from an entity's parent or affiliate for purposes of determining whether an entity meets the eligibility criteria.

- b. Maintenance of a dedicated local office;
  - c. Registration with the appropriate local authorities,
  - d. A local bank account; and
  - e. A portfolio of locally implemented programs.
2. Have demonstrated links to the local community, including:
- a. If the organization has a governing body or board of directors, then it must include a majority of local citizens (in the host country, this is not required);
  - b. A letter of support from a local organization to attest to its work; and
  - c. Other criteria that an organization proposes to demonstrate its local roots.
2. Mentoring Awards. Approach #2 will allow established partners to build the capacity of local partners to meet the requirements to become a USAID direct awardee or provide them with the support they need to implement programs on behalf of USAID that have measurable impact. Established partners will play a support role to build the capacity of new and underutilized partners (e.g., through technical oversight, compliance support, and mentoring). The prime will not directly assist project beneficiaries. NPI envisions two modalities of support under this approach:
- a. Local Entity Sub-Awardees That Move to Direct Awards: Prime awardees must pass a minimum of 50 percent of the total funding of their awards to local sub-awardees, with a goal of moving them to qualify for direct awards. In appropriate cases, USAID might pursue prime/ mentor awards with a provision for transition awards to some local entities during the life of the award.
  - b. Local and Locally Established Partner Sub-Awardees: Prime awardees must pass a minimum of 50 percent of the total funding of their awards to sub-awardee local partners or LEPs. An award could also have a structure in which the prime partner receives a declining percentage of the value of the award year-on-year (e.g., from 25 percent in Year 1 to 20 percent in Year 5).
3. Leverage Awards. Approach #3 allows for partners of any type to serve as Prime recipients without eligibility restrictions, but requires that Primes meet a minimum of a 1:2 cash or in-kind leveraging of other public or private sector resources.

Direct Awards to Partners to Leverage Private/Non-U.S. Government Funding: NPI also seeks to support partnerships with organizations that can leverage their own private (or non-U.S. Government) funding, in recognition of the important dual-role that many established partners have as both implementers and fundraisers. Organizations of all types (non-profit, private-sector, host governments, etc.) can apply. Awardees must propose additional leveraged funds worth a minimum of 50 percent of the total value of the award they seek from USAID; this cannot include in-kind contributions but can include non-Federal grants and external awards.

[END OF SECTION C]

## SECTION D: APPLICATION AND SUBMISSION INFORMATION

### I. AGENCY POINT OF CONTACT

Questions regarding this Jamaica Youth EMPOWER Activity Addendum, should be submitted to [jmopportunities@usaid.gov](mailto:jmopportunities@usaid.gov) by 5:00 PM Eastern on November, 14, 2022. If a full application results in an award, the AO will appoint an Agreement Officer's Representative (AOR) at that time to provide technical and administrative oversight of the specific award.

The Agency will furnish promptly to all prospective applicants as an amendment to this Addendum any information concerning this Addendum given to a particular prospective Applicant, if that information is necessary in submitting applications, or if the lack of it would be prejudicial to any other prospective Applicant.

### II. APPLICATION PROCESS

The application process for the Jamaica EMPOWER Activity will happen in four phases:

1. An open call for a brief (5-page) Concept Note;
2. Review of concept notes by USAID as outlined below;
3. In-person and/or virtual co-creation discussions and/or workshop(s) with selected Concept Note(s), by invitation only; and
4. Submission and review of Full Application(s), by invitation only.

USAID/Jamaica will be responsible for the review of Concept Notes and Full Applications and management of any subsequent awards issued under this Addendum. Additional information about each phase of the Application and Review process is provided below.

#### Concept Note Submission

All concept notes must be prepared and submitted in English using the provided templates (see Attachment I and Attachment II) on [www.grants.gov](http://www.grants.gov). Respondents are asked to download the templates from grants.gov in Word format, provide their responses in that document, and email a PDF saved copy of the document to [jmopportunities@usaid.gov](mailto:jmopportunities@usaid.gov) with the file name saved as: "Applicant Name - Jamaica Youth EMPOWERment Activity." Concept notes must be five (5) pages or less, with 12 point Times New Roman font and one-inch margins on the electronic equivalent of 8.5 x 11 inch paper. Content above five pages will not be reviewed. Applicants are also required to submit a Notional Concept Budget with their Concept notes. Concept notes are due by the date/time specified on the cover page of this opportunity. Concept notes submitted after the deadline will not be reviewed.

After a concept note is received, USAID/Jamaica reserves the right to request supplementary information or pose clarifying questions to any applicant. Requesting supplementary information or posing clarifying questions to one applicant does not obligate USAID to do so with all applicants, nor does it guarantee invitation to submit a full application. Questions regarding the substance and objectives of the USAID/Jamaica addendum should be sent to [jmopportunities@usaid.gov](mailto:jmopportunities@usaid.gov) by the date/time listed on the cover page of this opportunity.

#### Concept Note Review

Concept notes will be reviewed based on the merit criteria proposed in this Addendum. Additionally, concepts should be consistent with USAID legal and policy restrictions, including those set forth in USAID's Automated Directives System (ADS) and in the Foreign Assistance Act of 1961.

All terms and conditions of the YP2 APS apply.

USAID/Jamaica anticipates notifying authors of concept notes within 60 days of submission if USAID/Jamaica wishes to engage in further discussions/co-creation, maintain the application in a pool for potential future engagement, or if USAID/Jamaica will not pursue further collaboration under the Jamaica Youth EMPOWERment Addendum based on the submitted concept note.

#### Co-Creation Process

USAID/Jamaica will invite the most highly-qualified concept note applicant(s) to engage in a round of co-creation with USAID/Jamaica prior to submission of the full application(s). The aim of the co-creation phase is to further define activity objectives, design interventions, align timelines, and finalize budgets. Through discussions, both the applicant(s) and USAID/Jamaica may identify additional resources, partners, or strategies necessary to successfully implement the activity. This process may involve extensive discussions with USAID/Washington, USAID Mission staff, or other experts, within or outside of USAID. Co-creation may happen in-person or virtually, through video conference, and phone calls.

By applying to the Jamaica EMPOWER addendum, applicants give USAID/Jamaica the right to share concept notes with appropriate external partners for the purposes of evaluation or co-creation. All parties privy to the contents of submitted concept notes, whether within or outside of USAID, will be required to keep contents in confidence. Additional information about the co-creation process can be found in the “Co-Creation, Collaboration, and Communication under YP2 APS” section of the umbrella YP2 APS and through USAID’s Co-creation Toolkits.

**Note: Communication with USAID/Jamaica during the concept note/co-creation phase should NOT be interpreted as a commitment to funding or guaranteed request for a full application. Any expenses incurred by applicants during this time are solely the responsibility of the applicants, unless otherwise stated in writing by USAID/Jamaica.**

If USAID/Jamaica decides to continue with the proposed activities following the co-creation phase, USAID/Jamaica will request a full application from applicants, inclusive of all modifications, expansions, discussions, etc. resulting from the co-creation phase and will provide a full application template for completion.

#### Full Application

USAID/Jamaica will only accept full applications from applicants invited to continue in the application process. It is expected that full applications will expand upon their concept note and incorporate any discussions, ideas, plans, feedback or changes from USAID/Jamaica and other partners discussed during the co-creation phase. **Note: USAID/Jamaica’s Request for Application (RFA) should not be interpreted as a commitment of funds.**

#### **a) SAM Requirements**

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

1. Provide a valid UEI number for the applicant and all proposed sub-recipients;
2. Be registered in SAM before award. 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](http://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.

UEI and SAM registration: <https://sam.gov/content/entity-registration>

#### **b) Branding and Marking Plan**

A Branding Strategy and Marking Plan must be submitted as part of the application, to be evaluated and approved by the Agreement Officer and incorporated into any resulting award.

#### **c) Pre-Award Terms**

##### **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 FFI, confers no rights to FFI 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 FFI ineligible for an award.

- d. FFI 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 brand mark, 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 announcements, 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. Applicants 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 the 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 brand mark, 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 5
- (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.

**[END OF SECTION D]**

## SECTION E: INFORMATION ON THE REVIEW OF APPLICATIONS

### I. REVIEW OF CONCEPT NOTES

Once a Concept Note has been submitted in response to the Jamaica Youth EMPOWERment Addendum, USAID/Jamaica will conduct an initial review of the Concept Note using the criteria outlined in the Merit Review Criteria and Considerations section below.

The purpose of the initial review and related communication is to determine whether USAID wishes to engage in further discussions regarding the proposed approach and activities. The initial review and communication will result in one of two outcomes:

- A decision to forego further consideration of the approach proposed in the Concept Note;
- An invitation to engage in more in-depth and specific co-creation discussions aimed at further developing the proposed approach and determining whether to request a Full Application.

### II. MERIT REVIEW CRITERIA AND CONSIDERATIONS

Concept Notes to the USAID/Jamaica EMPOWER addendum will be assessed according to the following merit review criteria on an adjectival system (Very Good, Satisfactory, Marginal).

#### **Criterion 1 - Quality of Partnership and Collaboration Approach for Youth Engagement and Capacity Building (Most Important)**

- Extent to which the proposed partnerships, research, projects, or activities describes a commitment to equitable collaboration and deep partnership with youth-led and youth-serving organizations, including marginalized groups as defined by the reference to [ADS 201 Additional Help](#), at every stage of the concept development, activity design, and implementation; proposes appropriate, inclusive, equitable, and effective capacity building strategies for youth-serving and youth-led organizational partners; and demonstrates partner commitment to proposed collaboration(s), including a brief synopsis of how each partner will engage within the partnership.

**NOTE:** If a Concept Note does not demonstrate strong/significant engagement and collaboration with youth-led and youth-serving organizations, the Concept Note will be deemed ineligible.

#### **Criterion 2 - Technical Merit Including PYD Approach and Alignment with USAID Programming Priorities (Very Important)**

- Extent to which the proposed partnerships, research, projects, or activities and PYD Approach align with USAID Strategies and Policies, particularly the USAID/Jamaica CDCS and Youth in Development Policy, and reflects youth's cross-sectoral needs; ensures effective youth engagement; demonstrates relevant technical expertise in PYD programming; and proposes effective approach(es) to achieving the objectives outlined in Section A1 Background that are technically sound, well-defined, and achievable.

**Note: This activity will be funded with Caribbean Basin Security Initiative (CBSI) funds. It is critical that this activity be aligned with the goals and objectives outlined in the CBSI Implementation Plan which is provided in the Additional Considerations section.**

### **Criterion 3 - Sustainability of Anticipated Outcomes and Impact (Very Important)**

- Extent to which the proposed partnerships, research, projects, or activities demonstrates contribution to sustainable outcomes beyond the lifetime of the award; demonstrates engagement with the private sector and leverages new or existing resources; and proposes an evidence-informed plan for analyzing, synthesizing and disseminating data and findings that will inform ongoing and future programming, including knowledge management, and contribute to sustainable outcomes and impact; and contribute to evidence and learning on PYD.

**Note: More comprehensive information regarding the application and review processes (including concept note submission, co-creation, full application, and merit review stages) can be found in the umbrella YP2 APS, located at [grants.gov](https://grants.gov). Applicants are advised to refer to both the umbrella APS and this addendum in preparing concept notes and full applications, as applicable.**

### **III. ADDITIONAL CONSIDERATIONS**

Applicants should ensure that their concept note is aligned with USAID strategies, policies, and priorities, such as the [USAID/Jamaica Country Development Cooperation Strategy](#), [USAID Youth in Development Policy](#), [USAID Education Policy](#), [USG International Basic Education Strategy](#), [Strategy on Democracy, Human Rights and Governance](#), [USAID Global Health Research and Development Strategy](#), [President's Plan for AIDS Relief \(PEPFAR\) 3.0](#), [Children in Adversity](#), [USG Feed the Future Initiative](#), [Gender Equality and Female Empowerment Policy](#), [CBSI Implementation Plan](#) and [Vision 2030 Jamaica](#).

Prospective applicants can find additional information on youth unemployment and crime and violence prevention from the following sources [2021 LAPOP Americas Barometer](#), [2016 World Bank's Latin American Development Forum \*Stop the Violence in Latin America: A look at Prevention from Cradle to Adulthood\*](#), [Crime and Violence Prevention Field Guide](#), [Jamaica National Youth Policy](#), [Inter-American Bank \(IDB\) Series on Crime and Violence in the Caribbean: Crime and Violence in Jamaica, 2016](#), [USAID/Jamaica Gender Analysis](#), [Evaluation of Secondary Prevention in the Community, Family and Youth Resilience \(CFYR\) Program in St. Lucia, St. Kitts, and Nevis and Guyana](#), and [USAID Private Sector Landscape Assessment](#).

**[END OF SECTION E]**

## **SECTION F: INFORMATION ON THE ADMINISTRATION OF FEDERAL AWARDS**

### **I. FEDERAL AWARD NOTICES**

The USAID Agreement Officer (AO) is the only individual who may legally commit the U.S. Government to the expenditure of public funds. Applicants are prohibited from charging or incurring costs to the proposed award prior to receipt of either a fully executed award or a specific, written authorization from the AO. USAID will administer awards in accordance with Parts 700 and 200 of Title 2 of the CFR, and Standard Provisions for U.S./non-U.S. organizations.

### **II. TYPE OF AWARD**

USAID/Jamaica has a number of assistance award types to choose when providing funds under this Annual Program Statement to successful Applicants. The type of award and terms and conditions included therein depends upon the type of recipient organization, programmatic factors, and other due-diligence matters (including responsibility determinations.)

### **III. AWARD DISCRETION**

USAID/Jamaica reserves the right to make, or not to make, awards through this Addendum to the YP2 APS. The actual number of assistance awards, if any, under this Addendum is subject to the availability of funds, the interests and requirements of USAID, and the viability of Concept Notes/Applications received.

### **IV. ADDITIONAL INFORMATION ON AWARD ADMINISTRATION**

- ADS Chapter 201 Program Cycle Operational Policy:  
<https://www.usaid.gov/sites/default/files/documents/1870/201.pdf>
- ADS Chapter 204 Environmental Procedures:  
<https://www.usaid.gov/sites/default/files/documents/1865/204.pdf>
- ADS Chapter 205 - Integrating Gender Equality and Female Empowerment in USAID's Program Cycle:  
<https://www.usaid.gov/sites/default/files/documents/1870/205.pdf>
- ADS Chapter 303 Standard Provisions for Non-U.S. Non-governmental Organizations:  
<https://www.usaid.gov/sites/default/files/documents/1868/303mab.pdf>
- ADS Chapter 303 Standard Provisions for U.S. organizations:  
<https://www.usaid.gov/sites/default/files/documents/1868/303maa.pdf>
- ADS Chapter 318 Intellectual Property Rights:  
<https://www.usaid.gov/sites/default/files/documents/1876/318.pdf>
- ADS Chapter 579 USAID Development Data:  
<https://www.usaid.gov/sites/default/files/documents/1868/579.pdf>
- Grant and Contract Process:  
<https://www.usaid.gov/work-usaid/get-grant-or-contract/grant-and-contract-process>
- USAID Graphic Standards Manual and Partner Co-branding Guide:  
[https://www.usaid.gov/sites/default/files/documents/1869/USAID\\_GSM\\_03\\_05\\_2019.pdf](https://www.usaid.gov/sites/default/files/documents/1869/USAID_GSM_03_05_2019.pdf)

**[END OF SECTION F]**

**SECTION G: FEDERAL AWARDING AGENCY CONTACT(S)**

Javier Castano  
Embassy of the United States of America - Santo Domingo  
U.S. Agency for International Development (USAID)/Jamaica  
Regional Office of Acquisition & Assistance (ROAA)  
(Dominican Republic, Jamaica, and Eastern/Southern Caribbean)  
Email: [jmopportunities@usaid.gov](mailto:jmopportunities@usaid.gov)

**[END OF APS No: 72053223APS00001]**