



**USAID**  
FROM THE AMERICAN PEOPLE

**Amendment One (1) to the Paraguay Culture of Lawfulness and Local Works Initiative Annual Program Statement 72052622APS00001**

Dear Prospective Applicants:

The purpose of this Amendment One (1) to the referenced funding opportunity is to: (a) update **Section C, ELIGIBILITY INFORMATION**; (b) update **Section D, APPLICATION AND SUBMISSION INFORMATION**; and (c) **SECTION H, OTHER INFORMATION**. Updates and included parts are highlighted in yellow for a better understanding.

**Issuance Date of Amendment Number One (1): 02/16/2023**

Except as expressly amended herein, all other terms and conditions of the APS remain the same.

Thank you for your interest in USAID/Paraguay programs.

Sincerely,

G. Michael Junge  
Regional Supervisory Agreement Officer  
Regional Office of Acquisition and Assistance  
United States Agency for International Development /Peru

Therefore, the APS as described above is hereby amended as follows:

Please see continuation pages...

## 1. SECTION C: ELIGIBILITY INFORMATION

SECTION C – ELIGIBILITY INFORMATION: Delete Section A in its entirety and replace it with the following:

### A. Eligible Applicants

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

USAID/Paraguay, in particular, is interested in working with Local Implementing Partners. This includes non-traditional development partners such as private businesses, business and trade associations, foundations, financial institutions, non-profit NGOs and for-profit development firms. These targets are reflected in the evaluation criteria so submissions from Local, New or Nontraditional partners will have a much greater possibility of success as 50% of the rating criteria will be in meeting that criteria.

Please consider the following definitions:

**Implementing Partner:** USAID/Paraguay is seeking Local Entities and Locally Established Partners as Implementing Partners. USAID/Paraguay is particularly interested in working with New Partners as prime Implementing Partners and/or as subawardees.

A **Local Entity** is an individual or organization that: (1) Is legally organized under the laws of Paraguay; (2) Has as its principal place of business or operations in Paraguay; (3) is majority-owned by individuals who are citizens or lawful permanent residents of Paraguay; and, (4) is managed by a governing body, the majority of whom are citizens or lawful permanent residents of Paraguay.

A **Locally Established Partner** is 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:
  - Local staff comprises at least 50% of office personnel;
  - Maintenance of a dedicated local office;
  - Registration with the appropriate local authorities,
  - A local bank account; and
  - A portfolio of locally implemented programs.
2. Have demonstrated links to the local community, including:
  - 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);
  - A letter of support from a local organization to attest to its work; and
  - Other criteria that an organization proposes to demonstrate its local roots.

A **New Partner** is an individual or organization that has not received any funding from USAID as a prime partner over the last five years.

A **Nontraditional Partner** are organizations that have received less than \$25 million in direct or indirect awards from USAID over the past five years. Nontraditional partners include **New and Underutilized Partners (NUPs)**, a term still used in technical documents such as solicitations, and all local entities, irrespective of the amount of funding they have received; the threshold does not apply to them.

Concept papers must follow all instructions in this APS and should address the **Merit Review Criteria** in **SECTION E: APPLICATION REVIEW INFORMATION**.

Faith-based organizations are eligible to apply for federal financial assistance on the same basis as any other organization and are subject to the protections and requirements of Federal law.

[END OF SECTION C]

## 2. SECTION D: APPLICATION AND SUBMISSION INFORMATION

SECTION D - APPLICATIONS PROCESS FOR IMPLEMENTERS SEEKING FUNDING: Delete subpart C in its entirety and replace it with the following:

### **C. Application Process For Implementers Seeking Funding**

USAID/Paraguay will use the following process:

#### **Phase 1: Concept Paper Submission.**

Concept papers must be submitted via email to [Paraguayooa@usaid.gov](mailto:Paraguayooa@usaid.gov). A concept paper is a short (3 page maximum) document wherein the Applicant provides an overview of their idea. USAID/Paraguay has provided a template as **ATTACHMENT 1: CONCEPT PAPER TEMPLATE** to this APS. Applicants must utilize this template when submitting a concept paper.

As seen in the template, applicants must answer each of the following questions in their concept paper submission:

1. Please provide the Applicant Entity's name, address and phone. Please also provide the name and contact information for one person who can be the primary point of contact for USAID.
2. Please indicate whether your Entity is a Local Entity, Locally Established Partner, New Partner or Nontraditional Partner.
3. Please provide your Entity's SAM Registration Number.
4. Please provide your Entity's Unique Entity Identification (UEI).
5. What is the problem that your Entity is trying to directly address? *(please limit response to one sentence)*
6. Please provide a brief description of why this problem continues to exist and what attempts at solving it have been made. *(please limit response to 2 paragraphs)*
7. Who else is working to solve this problem? *(please limit response to two sentences)*
8. Why can this problem not be solved directly by the Government of Paraguay? Why should USAID be involved? *(please limit response to one paragraph)*
9. How will your Entity solve this problem? *(please limit response to one paragraph)*
10. What will you accomplish using the funding you are requesting? Provide concrete results you hope to achieve and what will happen if you solve the identified problem. *(please limit response to one paragraph)*
11. How much funding are you requesting from USAID?
12. What is the estimated duration of your proposed project? *(note that awards cannot exceed 60 months in duration)*

13. List 5 ways that you will measure success.
14. How will gender be considered in your project? *(please limit response to one paragraph)*
15. How might your project impact the environment (positive or negative)? *(please limit response to two sentences)*
16. How might climate change impact your project? *(please limit response to two sentences)*
17. Please list any partners who will contribute in-kind or cash support for this project and attach letters of commitment from each partner.
18. Please attach your entity's organizational structure.

Concept notes must be submitted in English. For concept notes developed in Spanish, please translate into English utilizing a free web-based translation application such as Google Translate and then submit both. Additionally, for prospective applicants that opt to submit a Spanish version to supplement the English version, it will be considered as supporting information. Concept notes must not exceed **three (3) pages**, and applicants must utilize the template in **ATTACHMENT 1: CONCEPT NOTE TEMPLATE** to this APS to submit their concept note. Clarity and specificity are important, as is ensuring that the concept note narrative addresses the points USAID/Paraguay will use to review the concept note (see **SECTION E: APPLICATION REVIEW INFORMATION**).

#### **NOTE ON THE SYSTEM FOR AWARD MANAGEMENT**

*NOTE: Registration for the System for Award Management (SAM) <https://www.sam.gov/SAM/> is always free - do not use websites that charge a fee to register.*

Applicants are required to:

- Be registered in SAM before submitting its application.
- 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 applicant must be registered in SAM before submitting an application to this APS. Applications cannot be reviewed without verification of registration in SAM. There will be no exceptions.

#### **Phase 2: Concept Note Review**

Concept notes will be reviewed on a rolling basis if funds are made available. USAID/Paraguay will review concept notes as they are received. USAID/Paraguay will review concept notes against the merit review criteria as they are received.

USAID/Paraguay anticipates two possible results from the concept note merit review process:

1. **Conditional Acceptance whereby competition requirements have been met - Invitation for Co-Design:** If the concept note meets Paraguay Local Works Initiative objectives and receives sufficient ratings against the merit review criteria. USAID/Paraguay will invite the Applicant to engage in Co-Design to address any uncertainties identified by USAID/Paraguay in its review. Applicants will receive an Invitation to Co-Design letter. More detailed instructions on how to proceed will be provided in the letter.
2. **Concept note receives a low rating or does not meet the Paraguay Local Works Initiative objectives:** If it is determined that an Applicant does not meet USAID/Paraguay's objectives or if an Applicant receives a low rating against the merit review criteria, the Applicant will receive a Decision to Not Proceed letter and the process will end.

### **Phase 3: Co-Design of Activity**

Upon receipt of the Invitation for Co-Design letter, competition has been met, and the Applicant will continue the design process working with USAID/Paraguay's guidance. USAID/Paraguay will provide additional information on this process to successful applicants. During this phase, applicants will work with USAID design teams to develop a clearer understanding of the activity. During this co-design process, USAID staff will also help ensure that USAID activity requirements, such as environmental compliance and gender integration, are considered.

**If an Applicant at any point in the Co-Design phase does not meet expectations, the process will end for that Applicant.** Reasons why an Applicant may be unsuccessful at the co-design/full application phase could include, among other reasons:

- After discussions, the design team determines that the detailed program does not satisfy the criteria of Paraguay Local Works Initiative or the Development Objectives of USAID/Paraguay;
- The Applicant cannot provide evidence that it is a legal entity capable of operating in Paraguay; or
- USAID/Paraguay has other concerns after conducting due diligence or pre-award reviews of the applicant.

**USAID/Paraguay reserves the right not to make an award at any stage of the process.**

### **3. SECTION H: OTHER INFORMATION**

SECTION H – OTHER INFORMATION: Under item B, Frequently Asked Questions, include the following:

**Question: In Section E of the APS, what do you mean by Development Rationale?**

**Answer:** Development Rationale refers to how will the proposed approach advance locally led and sustained development in line with any of the four prioritized areas in the APS (health, economic growth, education, community infrastructure). It should also address how this approach effectively addresses a development challenge through local leadership. To what extent does the application include evidence of community-led priority-setting, participatory decision-making, collaborative design, and other means that show that local actors are ensuring inclusive local leadership. And the concept note should include a novel approach to enabling local actors to lead the development process, which builds upon or goes beyond current development existing practice. The Concept Note should clearly and thoughtfully articulate why the proposed approach is expected to yield more locally led and sustainable development outcomes as compared to existing and/or current development practices.

**Question: In Section E of the APS, what do you mean by Multi-Stakeholder Engagement?**

**Answer:** Multi-Stakeholder Engagement should include partnerships that leverage resources from the local private sector, faith-based organizations, government, civil society, and academia; and other sources of local skills and finances to replace those of USAID or other international donors.

**Question: What if my organization has an UEI number assigned but is not registered in SAM?**

**Answer:** Having an UEI number assigned is part of the SAM registration process. In order to apply for this APS, the requirement is to be completely registered in SAM, which also includes having a UEI number.

**[END OF AMENDMENT 1]**