Responses to RFA Questions

Question 1: Are applicants expected to work in ALL priority districts within a selected province?

Response: Yes, refer to pages 5 of 13 and 8 of 13 where the districts are mentioned for each province. For example, if the applicant submissions relate to Western province, then the five districts mention in the RFA will be the focus areas.

Question 2: Have the Community Champions, Area pump Menders, and WASH Committees already been established within each community, or will these be identified and organised by successful applicants?

Response: Community Champion, Area pump menders and WASH committees have not been established yet. However, the USAID WASH project is in the process of identifying the cadres in the priority project districts in each province as stated on page 5 of 13 of this RFA.

Question 3: NOFO, page 10 of 13; titled “4.0 Grant Application Instruction” USAID is strongly saying Applicants should use the provided template as technical application (full proposal) and provided budget template.

   i.) Where is/ are the provided templates or when USAID will upload the templates on the website so that we as applicants can download and start working on it.

Response: The templates were already provided on the [www.rti.org/rfp](http://www.rti.org/rfp) website. See the links below to access the templates.

   https://www.rti.org/documents/detailed-implementation-plan
   https://www.rti.org/documents/detailed-budget-template

   ii.) If it is uploaded, then where do we get the templates from, because we have ready the 13 pages NOFO and we cannot see the link saying download templates here?

Response: Refer to the response above which incorporates the links to the templates.

Question 4: On the purpose from the NOFO, page 5 of 13. Will USAID allow applicants to sink new boreholes in the areas where there is little or no sources of clean drinkable water?
Response: There is no provision of sinking boreholes under this RFA.

**Question 5:** What is the total project duration of implementation being applied for here in 2023. Is it 12 months or 60 months?

**Response:** Grant duration is stated on pages 9 of 13 and indicates this as 12 months.

**Question 6:** From the NOFO, page 6 of 13; sub-objective 1.2: Task 1.2.4 point 3. “USAID is saying the “project aims to train 290 APMs, 84 smart phones, 217 bicycles and procure 72 tool-kits in all 12 districts.” What is the total number of these In-Kind Grants per district and how many APMs, CCs will be trained per district?

**Response:**
- The In-kind amounts per district have not been determined yet. Refer to page 8 of 13 section 2.1
- The number of APMs and Community Champions will be determined when they are identified and selected.

**Question 7:** NOFO, page 6-7, Sub-Objective 1.3; Task 1.3.3. What is the total number of toilets does USAID expects applicants should construct per districts x 12 districts?

**Response:**
- There will be no construction of toilets under this RFA.
- The task referenced is meant to sensitize communities using behavioral change approach. Refer to page 6 of 13 in the RFA.

**Question 8:** What is the total number the key personnel’s and the supporting team is USAID expecting to be on this project?

**Response:** An applicant will determine the number of personnel to budget for based on its proposed activity. However, SECTION V –APPLICATION EVALUATION INFORMATION under cost efficiency provides more details on budgeting.

**Question 9:** What is the preferred key personnel’s qualifications for this project?

**Response:** This will depend from activity to activity, and the required skillset to perform the proposed tasks that are in-line with this RFA.

**Question 10:** Under cost efficiency, what is the standard rate of salaries Key personnel’s and supporting staff?
**Response:** Salaries are based on each organization’s compensation policy but shall reflect the market rates in that industry. Please refer to SECTION V –APPLICATION EVALUATION INFORMATION under cost efficiency which provides more details.

**Question 11:** What is the total percentage of administration and salaries from the total grant as applied?

**Response:** Please refer to SECTION V –APPLICATION EVALUATION INFORMATION under cost efficiency provides more details.

**Question 12:** The phones to be given to the AMPs, CCs and EHTs, is the project going to be providing talk-time and data on weekly basis or monthly? Are we supposed to budget for their data and talk-times including bicycle maintenance?

**Response:** The project will not be providing talk time neither will the project be maintaining the bicycles. Do not budget for these.

**Question 13:** Can we budget for office rentals, project computers/ laptops and general office stationeries/ supplies like (tea breaks) etc?

**Response:** General administration cost can be budgeted for efficiently. However, purchase of equipment such as laptops under this RFA is not allowed. Additionally, costs for office teas are not allowed.

**Question 14:** Currently, our aim is to install 60 of these intelligent water stations in 10 different districts, focusing on rural schools and health centers. I wanted to inquire whether Global Empowers, being a social enterprise registered as a company, would be eligible and considered for the Zambia Expanding Water and Sanitation Project grant.

**Response:** Please refer to the scope of work in the RFA