

WESTERN KENYA SANITATION PROJECT (WKSP)

EXPRESSION OF INTEREST

Reference:	EOI/WKSP/01/2022
Issue Date:	Tuesday, August 9, 2022
Deadline for Submission of Questions on Application Process:	Monday, August 22, 2022, 5.00PM (EAT)
Date for Conference:	Thursday, August 25, 2022, 11AM – 12PM (EAT)
Deadline of Submission of Concept papers:	Friday, September 9, 2022, at 5.00PM (EAT)
Submit Concept papers to:	wksp-grants@rti.org

This request outlines the information required by applicants for the development and submission of concept papers for consideration. Applicants are expected to review, understand, and conform with specifications as per the call. Successful applicants will participate in a co-creation workshop and thereafter submit a full proposal.

SECTION 1: PROJECT DISCRIPTION

A. Overview

USAID Western Kenya Sanitation Project (WKSP) is a five (5) year project implemented by RTI in collaboration with PSI¹ and AMFREF². WKSP is implemented in eight counties of Busia, Bungoma, Homa Bay, Kakamega, Kisii, Kisumu, Migori, and Siaya. The goal of the project is to create a financially sustainable, transformative, replicable, and locally owned sanitation marketplace in the target counties of western Kenya. The objectives to achieve this goal are (i) increased access to and uptake of market-based improved sanitation and faecal sludge management (FSM) products and services; (ii) increased access to and uptake of market-based improved menstrual hygiene management (MHM) products and services at the household level and (iii) strengthened policy and regulatory environments and increased capacity of county government officials to effect lasting change in sanitation management

¹ PSI – Population Services International

² Amref – African Medical and Research Foundation (also known as Amref Health Africa)

B. Scope:

To transform the sanitation and menstrual hygiene management (MHM) markets, the project intends to invest in customer centric ideas that provides creative approaches, new technologies, or game-changing innovations that will motivate households to purchase sanitary and menstrual hygiene management (MHM) products and services. This will entail incentivizing businesses, manufacturers, enterprises, government, researchers, and entrepreneurs to collaborate, conceptualize, test, evaluate, replicate, and scale up ideas for breakthrough solutions to sanitation and menstrual hygiene management (MHM) constraints. To achieve the overarching goal and objectives, the project intends to issue grants that target different local partners to catalyse, change and leverage investment in the sanitation and menstrual hygiene management (MHM) market system as described in the following key thematic areas:

(a) Facilitate expanded delivery models of fundi operations

In Western Kenya³, masons, who are commonly referred to as ‘fundis’⁴ operate within an independent and fragmented nature that results in misaligned customer preferences. This impacts on the existing delivery models for sanitation products and services. To reduce these risks and streamline delivery models, the project intends to explore aggregating fundis to create an organized network through an association or cooperative in their respective counties.

(b) Business incubation/mentorship and facilitation of vulnerable frontline sanitation workers

Urban sanitation management services such as containment, emptying and treatment of faecal sludge (FS) for re-use not only complements the existing products and services in the market but also drives customer demand towards safely managed sanitation. Through this fund, the project intends to strengthen operations of Manual Pit Emptier (MPEs) and urban faecal sludge (FS) emptying service providers, to improve their service delivery models and introduce efficient pit emptying and transport technical solutions.

³ Western Kenya – the project target counties namely: Busia, Bungoma, Homa Bay, Kakamega, Kisii, Kisumu, Migori, and Siaya.

⁴ Fundis are masons who are commonly known as fundis in Kenya

(c) Demand Activation

Implementation of sales/marketing and demand activation approaches is contingent on customer segmentation. Through grants, the project is seeking a problem-led approaches in sanitation that focuses on financial costs and return on investment for enterprises. The grants will support in developing/ improving existing menstrual hygiene management (MHM) products and services by engaging women-owned enterprises and women entrepreneurs in product development and marketing.

(d) Innovative and impact-oriented business solutions in Sanitation and menstrual hygiene management (MHM)

To strengthen business planning and financial management capabilities of fundis and related sanitation enterprises, the project intends to work with local business development services firms in the target counties to support in coaching and mentorship, of selected sanitation and menstrual hygiene management (MHM) enterprises. This should ensure integration of sales/marketing into existing business models, consolidation options, and development of improved products and services. The approach should further facilitate linkage with financial institutions to enable access to financing.

(e) Innovative technology to enhance service delivery models in sanitation and menstrual hygiene management (MHM)

The project is inviting Kenyan manufacturers and designers to innovate sanitation products and systems through research and development pilots that respond to the demand and supply-side interests and include commercialization analysis. The project intends to work with sanitation and menstrual hygiene management (MHM) innovators to develop innovative products that respond to the needs of the target communities.

(f) Transforming provision of menstrual hygiene management (MHM) products and services

Through this fund, the project intends to engage innovators and entrepreneurs to conduct research and development of menstrual hygiene management (MHM) products. These pilots will test the use of low-cost, biodegradable materials and plastic alternatives for menstrual hygiene management (MHM) products to determine innovations for drying methods and hygienic practices that cater to comfort, affordability, quality and identify viable and scalable waste collection and disposal with solid waste management businesses.



SECTION 2: AWARD INFORMATION

This is a call inviting business organizations, institutions as well as community-based organizations to submit concept papers. The applicants must have experience, presence, and organizational mandate to operate in any of the proposed eight counties and contribute to the project overall goal and objectives and Innovative ideas or activities are encouraged.

The anticipated amount for this grant will range from USD 50,000 to USD 250,000 with a maximum project performance period of 24 months. WKSP reserves the right to award the successful applications fully or partially.

SECTION 3: ELIGIBILITY INFORMATION

I. Types of eligible organizations

The expression of interest is open to the following eligible organization:

- Community Based Organizations
- Civil Society Organizations
- Non-governmental Organizations
- Research or learning institutes, designers, manufacturers, technology firms, social enterprises, and service providers.
- Women- and youth-owned entities that will provide support for activities on sanitation and menstrual hygiene management.
- Technical and Vocational Education and Training Institutions.

II. Types of ineligible Organization

The following organizations and institutions including their affiliates are not eligible to submit concept papers:

- i). Government departments, ministries, and agencies.
- ii). Organizations associated by staff from USAID, RTI or WKSP Consortium partners or their immediate family members.
- iii). Organizations associated directly or indirectly to any acts of terrorism, drug and human traffic in terms of funding and activities

III. Additional requirements

The applicant must:

- Be legally registered and licensed to operate.
- Compliant with local laws and statutes.
- Not debarred from conducting business with USAID.
- The applicant must have a presence in one of the proposed counties of Busia, Bungoma, Homa Bay, Kakamega, Kisii, Kisumu, Migori, and Siaya, or must demonstrate they have a local partner from any of the listed counties (supporting partnership documents will be required).
- Demonstrate the willingness and ability to co-invest for the technical activities.

IV. Technical requirements

- Organizations should have knowledge and understanding of sanitation and menstrual health market-based approach
- Proven experience in conducting innovative market-based interventions
- Understanding of governance, political, economic, and institutional issues associated with sanitation issues in Western Kenya
- Demonstrated ability to support and lead stakeholder consultative processes on sanitation and menstrual health management.
- Knowledge of Kenya sanitation and hygiene sector

V. Unique Entity Identifier (UEI):

Although not required at the Concept Paper submission stage, applicants are encouraged to obtain their UEI number through registration in SAM (<https://www.sam.gov>) further guidance is provided in the annex section on how to obtain UEI number. WKSP may not make a federal award to any applicant until the applicant has provided their UEI number.

SECTION 4: SUBMISSION INFORMATION

A. Format and Submission process

Interested applicants should submit a concept paper using the provided template in Annex 1 electronically in PDF format maximum 4 pages excluding cover page in English to wksp-grants@rti.org on or before **September 9, 2022 at 05.00PM EAT**. The subject of the email as Expression of Interest **EOI/WKSP/01/2022/applicants name**.

B. Questions and clarifications

Questions and clarifications regarding this solicitation should be submitted in writing to wksp-grants@rti.org not later than **Monday, August 22, 2022 5:00PM EAT**. Verbal information received from employees of Western Kenya Sanitation Project (WKSP) or any other entity should not be considered official response. WKSP will organize a conference to provide an opportunity for the applicant’s questions to be responded to and any other clarifications to be provided to inform and enable applicants to submit their concept papers. Applicants are encouraged to register by **Monday August 22, 2022** to participate in the questions and answer conference via <https://rtiorg.zoom.us/meeting/register/tJkcuCpqz4tHdejQbKv9srSo-b0mEZEraY7> After registering, you will receive a confirmation email containing information about joining the meeting.

SECTION 5: REVIEW INFORMATION

A. Overview

All the applications under this EOI will be evaluated by WKSP technical evaluation committee (TEC) in accordance with the stipulated evaluation criterion below. Organizations and institutions with successful Concept Notes that demonstrate an alignment with program objectives and satisfy the minimum requirements, will be invited to submit a full proposal.

B. Evaluation Criteria

All the concept papers will be evaluated based on the following standard criteria

Evaluation Criterion	% Score
Technical Approach: 50%	
The possibility that the proposed activities will contribute and support the key thematic areas outlined in this EOI and that the organization has past experience in market sanitation and menstrual health management	20
The extent to which the proposed methodology and strategies will support the programs objectives	15
The possibility that the proposed activities and initiatives will contribute to the sustainability beyond USAID funding	15
Organization Capacity: 35%	
The demonstration that the organization has the necessary Key personnel that can support the WKSP goal	15
The evidence that the organization key strategic pillars support either of the WKSP objectives	10
Description on the capacity to manage and report the necessary key deliverables that matches WKSP objectives	15
Participation: 20%	
Demonstration the extent to which the proposed activities plan to engage and involve youths and women	10
Total	100

Using the above evaluation criteria, the technical evaluation committee will score and rank each application and recommend the successful applicants to submit full request for funding



application (RFA). The selected applications will undergo a pre-award risk assessment to adequately evaluate these organization's systems to determine their ability to receive and manage USAID funds.

ANNEXES

Annex 1 : Concept Note Template

Annex 2 : Unique Entity Identifier (UEI)

ANNEX 1: Concept Note Template

Instructions: Please submit the Concept note as per the attached structured template provided (Maximum of 4 pages). This should address the following key headings:

a) Organization Particulars

- Address, Locations, and point of contact information
- Ownership/Type of entity
- Description of the organization and its main activities (History of past performance). Describe the organization's presence in these counties.
- Management Team – Brief narrative of the Key personnel

b) Project Title

c) Body: Technical, organizational capacity and participation

d) Timeline: The anticipated start date and period of project performance

f) Proposed Grant Value (Kes): Indicate the estimated grant value to carry out grant activities

ANNEX 2: Unique Entity Identifier (UEI)

Grantees that receive more than \$30,000 from RTI are required to have a UEI number before receiving a grant award. The federal government has adopted the use of UEI numbers to track how federal grant money is allocated. The UEI number identifies your organization.

What is UEI & Why do organization I need one?

The US government has decided to stop using the DUNS number to uniquely identify organizational entities. **Effective April 4, 2022**, all entities doing business with the US government will be required to use a new 12-digit Unique Entity Identifier (UEI) which is created in **SAM.gov**.

How will I know if an organization has a UEI?



- If an organization is already registered in **SAM.gov** they have already been assigned a UEI (SAM). It's viewable on their entity registration record in SAM.gov.
- If an organization is not a registered entity in SAM.gov, they will have to request a UEI (SAM).

What are the ways for organizations to request a UEI?

Organizations have 2 options to request a UEI if they do not already have one:

- By completing a full registration in SAM.gov
- . If an organization does not want to complete a full entity registration in **SAM.gov**, they can read the *Quick Start Guide for Getting a UEI* for additional guidance and instructions