



## Request For Applications (RFA) Power Africa Off-grid Project (PAOP)

<b>RFA Title:</b>	Productive Uses of Energy
<b>RFA No:</b>	PAOP- RFA-2021-006
<b>Date of Issuance:</b>	Monday, October 25 <sup>th</sup> , 2021
<b>Closing date for questions:</b>	Wednesday, November 3 <sup>rd</sup> , 2021  (Questions should be sent via email to <a href="mailto:paopgrants@powerafrica-offgrid.org">paopgrants@powerafrica-offgrid.org</a> )
<b>RFA Live Q&amp;A and Webinar</b>	Tuesday, November 9 <sup>th</sup> , 2021 at 14h00 SAST (GMT+2)
<b>Responses to be published:</b>	Friday, November 12 <sup>th</sup> , 2021
<b>Closing date for this RFA:</b>	Thursday, November 25 <sup>th</sup> , 2021 at 17h00 SAST (GMT +2)  <b>Late applications will not be considered</b>
<b>For fillable forms and templates</b>	Email <a href="mailto:paopgrants@powerafrica-offgrid.org">paopgrants@powerafrica-offgrid.org</a>
<b>Applications to be submitted to:</b>	<a href="mailto:paopgrants@powerafrica-offgrid.org">paopgrants@powerafrica-offgrid.org</a>  (with RFA number PAOP-RFA-2021-006 in email subject line)
<b>Estimated award date:</b>	Tuesday, February 1 <sup>st</sup> , 2022
<b>Duration of funding:</b>	Indicative 9 months  <b>Final duration to be determined at signing stage</b>

### Overview of funding opportunity

The Power Africa Off-grid Project (PAOP), a United States Agency for International Development (USAID)-contracted project implemented by RTI International, seeks applications to fund one or multiple awards to provide incentives, in the form of grants, to qualified organizations/companies to promote the adoption and scale-up of off-grid technologies for productive use to boost productivity and economic growth in the Liberian market. This RFA provides prospective applicants with a fair opportunity to develop and submit competitive applications to PAOP for potential funding.

The grants will be awarded and implemented in accordance with USAID and US Government regulations, and PAOP grant management policies and procedures. Please see the detailed description of the application requirements in “Section III: Application Merit Review Criteria” below.

Grant activities will be conducted in Liberia. PAOP will partner directly with organizations based in Liberia.

Soft copies of this document are available from the RTI International website:

[www.rti.org/rfp](http://www.rti.org/rfp).

To ensure uniform disclosure to all potential applicants, applicants should submit clarification questions by email to [paopgrants@powerafrica-offgrid.org](mailto:paopgrants@powerafrica-offgrid.org) by November 3<sup>rd</sup>, 2021 at 17h00 South African Standard Time (GMT+2). PAOP will not respond to telephone inquiries. PAOP will host a live webinar on November 9<sup>th</sup>, 2021 with further details posted to the RTI website ([www.rti.org/rfp](http://www.rti.org/rfp)). Answers will be posted on the RTI website ([www.rti.org/rfp](http://www.rti.org/rfp)) on November 12<sup>th</sup>, 2021.

Date of Issuance	October 25, 2021
Closing date of questions	November 3, 2021
Webinar for Q&A	November 9, 2021
Responses to be posted by RTI	November 12, 2021
Closing date for this RFA	November 25, 2021
Anticipated award date	February 1, 2022

Issuance of this RFA does not constitute an award commitment on the part of the PAOP or USAID, nor does it commit PAOP to pay for costs incurred in the preparation and submission of an application. Further, PAOP reserves the right to reject any or all applications received. Similarly, an invitation to clarify your application is not a commitment to fund that application,



nor reimburse any costs incurred during the preparation of the application.

The PAOP grant review and approval process eliminates the possibility of any unilateral decision on any given application. PAOP staff will not ask for, and applicants are prohibited from offering, any money, fee, commission, credit, gift, gratuity, thing of value, or compensation to obtain or reward improper favorable treatment regarding this solicitation. Any improper request from a project employee should be reported to [ethics@rti.org](mailto:ethics@rti.org).

Sincerely

**Miguel Franco**

Chief of Party, Power Africa Off-grid Project

Power Africa Contractor

## SECTION I. OBJECTIVES AND SCOPE

### a. Program Background

The Power Africa Off-grid Project (PAOP) is a four-year contract between the United States Agency for International Development (USAID) and RTI International. PAOP intends to accelerate off-grid electrification across sub-Saharan Africa (SSA) to support Power Africa's Beyond the Grid initiative, which contributes to the goal of facilitating 60 million new electricity connections by 2030. Power Africa defines access as the direct or actual number of new households and businesses connected to electricity via an on-grid or off-grid solution. PAOP focuses on accelerating off-grid energy access through solar home systems (SHS) and micro-grids, with the goal of facilitating six million new electricity connections by November 2022. The importance of electricity access is especially prominent now as countries throughout SSA implement varying levels of responses to mitigate the effects of the COVID-19 pandemic on the different sectors of society. Liberia has one of the lowest rates of electrification in the world. Roughly 17 percent of the urban population and 2 percent of the rural population have access to electricity.<sup>1</sup> In line with the Sustainable Development Goals, Liberia is working to attain 70 percent electrification of the capital city and 35 percent of rural areas by 2030, but much remains to be done, particularly in rural regions.<sup>2</sup>

Agriculture is the primary livelihood for more than 60 percent of Liberia's population and provides income for many households engaging in cassava, rubber, rice, palm oil, cocoa, and sugarcane production, with more households engaged in cassava production than any other crop. However, overall agricultural productivity is low, resulting in Liberia importing more than 80 percent of its rice, making the country vulnerable to global food price volatility.<sup>3</sup> Cassava and rice are the primary staple food crops.

Some of the key challenges within the agricultural sector in Liberia include poorly integrated commodity value chains; lack of basic infrastructure such as processing machines, farming equipment and tools, farm-to-market roads, fertilizers and pesticides; and food storage facility capacity. Other obstacles include limited access to finance, poor agribusiness management skills, and lack of professional expertise to increase farm productivity. However, the sector provides opportunities for private financing of the agriculture value chains of palm oil, cocoa, coffee, and Liberia's staple foods, rice and cassava.<sup>4</sup>

Currently, most agricultural operations from production to processing and distribution are performed manually, which is labor intensive, expensive, creates excessive waste, and

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<sup>1</sup> Liberia - SEforALL Africa Hub. [se4all-africa.org](https://se4all-africa.org)

<sup>2</sup> Power Africa. Liberia Fact Sheet. <https://www.usaid.gov/powerafrica/liberia>

<sup>3</sup> SelectUSA. Liberia - Agricultural Sectors. 2019. <https://www.selectusa.gov/article?id=Liberia-Agricultural-Sectors>

<sup>4</sup> "Assessment of Current and Potential Future Off-grid Productive Use of Energy Products – Liberia". Power Africa Off-grid Project, October 2020.

unnecessary losses. This leads to smallholder farmers' inability to expand their farms and agro-based small and medium-sized enterprises (SMEs) to increase their processing capacity. Productive Use of Energy (PUE) technology is also needed to provide energy access for the operational activities of small businesses, such as salons, fresh fruit juice manufacturers etc., for refrigeration and powering appliances.<sup>5</sup>

## **b. Program Description**

This grant funding will support /promote the adoption and scale-up of off-grid technologies for productive use to boost productivity and economic growth in the Liberian market. Solutions that will be considered for grant funding are open to the proposer to define but must address one or more challenges faced by the PUE market. Solutions may include (but are not limited to) scaling up a sustainable business model, product sales, or service offering.

Proposals must address at least one of the following challenges that are specific to the Liberian context:

- i. **Increase availability of PUE products:** Less than 5 percent of energy product and input supply firms currently have PUE products, such as solar irrigation pumps, solar dryers, and cold chain storage systems available for sale. However, most of the companies distribute solar energy systems with components including solar panels, invertors, solar powered TVs, radios etc.
- ii. **Increase PUE product demand:** There is currently a lack of awareness among farmers, businesses, and off-grid energy service providers of what PUE products and inputs exist and how they can be used to increase productivity. Partnerships, pilots, demonstrations, and innovated marketing are just some examples of the ways that PUE demand can be stimulated. This grant will provide an opportunity for off-grid service providers to boost demand for PUE products through innovative solutions.
- iii. **Reduce high PUE product uptake costs and/or introduce financing options:** The cost of PUE products is relatively high, and duties, VAT and other clearing costs increase the costs even more. The lack of local access to finance reduces the ability of energy product and input supply firms to invest in PUE products. In addition, target customers have relatively low incomes and might find it hard to finance the high investment cost of PUE products. Off-grid solar companies consider it too risky for their business to finance products over long loan time periods.<sup>6</sup>
  - a. This grant will therefore be an opportunity for Off-grid service providers to test several end user financing options such as PAYGO or partnerships with local

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<sup>5</sup> "Assessment of Current and Potential Future Off-grid Productive Use of Energy Products – Liberia". Power Africa Off-grid Project, October 2020.

<sup>6</sup> "Assessment of Current and Potential Future Off-grid Productive Use of Energy Products – Liberia". Power Africa Off-grid Project, October 2020.

MFI in order to break market penetration for PUE products.

### **Market Stage for Solutions**

Solutions that address any of the challenges in the previous section will be considered, from pilot stage to commercially viable. We will not consider Research and Development focused applications. Ideally this grant will help an existing company take a PUE product or service from the pilot to commercial stage or it will support an existing company to expand its product's portfolio by introducing a new product or service offering to the market. Some examples of market stages that will be considered:

- Piloting a business, service, or delivery model (this could be introducing PAYGO integration for a product that is already on the market, partnering with an MFI to offer financing for certain technologies, among others)
- Replication where a technology has been proven for a specific market or value chain and this funding is used to replicate the business model in a new market or value chain
- Scaling-up an existing proven technology to increase sales and reach new markets and/or increase last mile distribution through new marketing, sales, and distribution channels

### **Partnerships**

Liberia presents a fertile ground for new business model innovations. New models will require partnerships between developers, solar distributors, telco companies, commercial finance and the retail sectors. To overcome many of the barriers and enhance sustainability of the Liberian off-grid market, the funding opportunity encourages local partnerships and collaboration between off-grid service providers and other key stakeholders. Partnerships may include (but are not limited to):

- An off-grid energy service provider and a PAYGO company
- An off-grid energy service provider and an agriculture equipment supplier/manufacturer
- An off-grid energy service provider and a telecommunication company
- An off-grid energy service provider and a micro-finance institution
- An off-grid energy service provider and farmers or women's cooperative

### **Eligible Technologies**

- PUE technologies as anchor loads to mini-grids – preference will be given to existing mini-grids that would like to integrate PUE to stimulate end user electricity demand. The grant will not support the construction or expansion of solar mini-grids.
- Stand-alone solar PUE for the agricultural value chain – this could include solar irrigation systems; solar ag processing (grinding, milling, pressing, threshing); solar dryers (thermal and/or pv); solar cooling; solar sprayers; etc.

- PUE technologies for cottage activities – this could include stand-alone solar powered technologies to power specific cottage activities such as sewing machines, hair cutting. It may also include small solar “energy boxes” which offer DC and/or AC solar energy that can be connected to productive use anchor clients.

### **Gender Mainstreaming**

Women comprise over half of the agriculture labor force and about two-thirds of the trade and commerce labor force in Liberia.<sup>7</sup> Their role in agriculture is important, particularly for food crops, where women are reported to produce over half of Liberia’s total output. However, the involvement of women in the production of cash crops is limited. Access to resources and finance is significantly constrained across the entire population of Liberia, but women have particularly limited opportunities.<sup>8</sup>

While this grant window does not have funding dedicated specifically to gender solutions, all applicants must demonstrate how their project will benefit women/consider women's PUE needs as well as promote women's participation in the sector.

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<sup>7</sup> FAO. The Role of Women in Agriculture. 2011. <http://www.fao.org/sustainable-food-value-chains/library/details/en/c/265584/>

<sup>8</sup> United Nations. Women’s Control over Economic Resources and Access to Financial Resources, including Microfinance. 2009. <https://www.un.org/womenwatch/daw/public/WorldSurvey2009.pdf>

## SECTION II. APPLICATION AND SUBMISSION INFORMATION

### a. Instructions to Applicants

Applicants must propose strategies for the implementation of the program scope described above, introducing innovations that are appropriate to their enterprise strengths.

### b. Questions and Further Assistance

PAOP will be hosting a webinar regarding this opportunity on Tuesday, November 9<sup>th</sup>, 2021 at 14h00 SAST (GMT+2) via Zoom. Please note that you will need to register for the webinar event at: [https://rtiorg.zoom.us/webinar/register/WN\\_zxvwQtYVQAU5XWpc5EIIQg](https://rtiorg.zoom.us/webinar/register/WN_zxvwQtYVQAU5XWpc5EIIQg)

Once you register, you will receive a confirmation with a personalized Zoom login, a link to international phone numbers, and the ability to add the event to your calendar.

Questions concerning this RFA must be submitted in writing via email to [paopgrants@powerafrica-offgrid.org](mailto:paopgrants@powerafrica-offgrid.org) (with RFA number PAOP-RFA-2021-006 in the email subject line as a reference) on or before the deadline for receipt of question(s) stated on the cover letter of this RFA. Questions will not be accepted by any other means. Additionally, a webinar will be hosted to provide answers to questions submitted. If it is determined that the answers to any questions are of sufficient importance to warrant a response, a Questions and Answers document and/or an amendment to the RFA will be issued and posted to [www.rti.org/rfp](http://www.rti.org/rfp) on Friday, November 12<sup>th</sup>, 2021. It is the responsibility of the organization to monitor this website for any amendments that may be posted later. Please read the RFA in its entirety and ensure that your response addresses all the items listed in the Technical Application Instructions and in the Evaluation Criteria.

### c. Submission Information

Technical applications (together with documents listed below) shall be submitted in the format provided in **Annex A – Technical Application Form** and completed in English and may not be more than ten (10) pages (excluding cover page, executive summary (1 page max) and annexes B - D). For an application to be considered all documents listed below should be submitted in electronic copy to [paopgrants@powerafrica-offgrid.org](mailto:paopgrants@powerafrica-offgrid.org) (with RFA number **PAOP-RFA-2021-006** in email subject line as a reference).

#### *1. Annexes below are required to be submitted by the submission deadline.*

1. Annex A: Technical Application Form (in Word document file formats)
2. Annex B: Grant Application Monitoring, Evaluation, and Learning (MEL)

Template

3. Annex C: Implementation Plan Template
4. Annex D: Detailed Budget (in spreadsheet file format and presented in US Dollars) and Budget Justification (in Word document file format)

**II. Annex below are required prior to any award.**

5. Annex E: Required Certifications (signed and dated).
6. Proof that the applicant is eligible to work in the country.
7. Past performance business referral letters for previously performed similar work.
8. CVs of key personnel, management and technical, who will oversee the project, and
9. Organizational diagram.

For fillable forms and templates, email [paopgrants@powerafrica-offgrid.org](mailto:paopgrants@powerafrica-offgrid.org)

Application documents (listed above) should be submitted in a zipped folder. The zipped folder file size should not exceed 20 Megabytes (20MB).

PAOP Submission email: [paopgrants@powerafrica-offgrid.org](mailto:paopgrants@powerafrica-offgrid.org) (with RFA number **PAOP-RFA-2021-006** in email subject line as a reference). Only applications submitted to this email will be counted as official submission. **The submission deadline is Thursday, November 25<sup>th</sup>, 2021 at 17h00 SAST (GMT +2). Late applications will not be considered.** All interested applicants are encouraged to submit their application as early as possible.

**d. Technical Application**

Applicants are expected to develop their proposals based on their understanding of needs, their prior institutional experience, and their determination of the approaches that would be feasible, scalable, and successful within the context provided above. In all cases, applicants shall clearly explain the rationale for the proposed approaches chosen. Technical applications shall be submitted in the format provided in Annex A – Technical Application Form.

**e. Cost Application**

Applicants are required to submit a detailed budget (in spreadsheet file format) with budget justification notes (in Word document format) detailing how they will allocate the grant funds

during the grant term, including proposed level of effort of staff who will work on the project. Grant funds may be used for the following types of costs:

- Operational costs related to the provision of the proposed activities, including salaries of personnel, relevant financial administration, and other costs directly related to implementing the project.
- Operational costs for activities related to the delivery of proposed activities, including service provision, trainings, and communication initiatives.
- Capital expenditures for activities related to the delivery of proposed activities, including equipment, materials, and consumables.

PAOP is not responsible for any costs associated with the development of applications in response to this RFA. All costs incurred in the preparation and submission of applications will be for the account of the applicant and will not be reimbursed. All grant activity costs must be within the normal operating practices of the applicant and in accordance with its written policies and procedures. In addition, costs must be compliant with 2 CFR 200 Subpart E, Cost Principles (<https://ecfr.io/Title-02/sp2.1.200.e>). The budget may include direct costs that will be incurred by the applicant to provide identifiable administrative and management costs that can be directly attributable to supporting the grant objective. The application form must be signed by a senior representative authorized to make commitments on behalf of the applicant.

### SECTION III. APPLICATION MERIT REVIEW CRITERIA

Full applications will be evaluated against the merit review criteria as shown below and should not be more than ten (10) pages.

Merit Review and Category	Points
A. Impact	15
B. Innovation and Business model	10
C. Partnerships	15
D. Gender and social inclusion	15
E. Leveraging of other funds/resources to increase the impact of the proposed intervention	5
F. Management and operational capacity	15
G. Commercial Sustainability/Financial self-reliance beyond the grant period	15
H. Cost efficiency	10
Overall Rating (out of 100 points)	

These merit review criteria elements are described more fully below.

A. Impact (15 points). The proposed solution should improve livelihoods and increase revenue by boosting economic activities in off-grid, low-income communities. The solution should result in tangible impacts such as one of the following: improve agricultural value chains; improve access to water, facilitate agro-processing of crops, increase crop storage; increase user/operator income; improve food security.

Applicants must include a narrative description of all impacts expected to result from the proposed activity. These additional impacts will also be considered in the scoring.

Certain impacts may be measured in (this list is not exhaustive, and the applicant may propose other impact measurement indicators):

- Number of PUE appliances sold
- Number of customers
- Number of microenterprises electrified
- Number of new PUE retail locations

- B. Innovation and Business model (10 points). The proposed solution should introduce a new revenue stream, business model, scale-up of new technology, etc. This does not include the research and development of new technology but rather the introduction of a new technology and/or innovative uses of existing solutions. Applicants are also encouraged to demonstrate what incentives will be put in place to facilitate acquisition of the products by end users. The applicant should clearly state what is the value proposition of the proposed innovation or business model.
- C. Partnerships (15 points): Applicants should demonstrate at least one partnership that forms part of the business model to ensure sustainability and greater uptake of the solution(s) proposed. Partnerships may include (but are not limited to):
- An off-grid energy service provider and a PAYGO company
  - An off-grid energy service provider and an agriculture equipment supplier/manufacturer
  - An off-grid energy service provider and a telecommunication company
  - An off-grid energy service provider and a micro-finance institution
  - An off-grid energy service provider and farmers or women’s cooperative
- D. Gender and social inclusion (15 points): The applicant should highlight how the project approach will improve gender equality and women empowerment including how women and other vulnerable groups will benefit from this project. This may include economic/income opportunities that are created for women, access to labor and time-saving PUE devices, job opportunities, among others.
- Four (4) of the 15 points will also be awarded based on gender balance in the workplace:
- 1) 0 points: no women in management or part of the implementation team
  - 2) 1 point: less than 25% of Lead Applicant’s employees are female
  - 3) 2 points: between 25% and 50% of Lead Applicant’s employees are female
  - 4) 3 points: between 50% and 75% of Lead Applicant’s employees are female
  - 5) 4 points: between 75% and 100% of Lead Applicant’s employees are female
- E. Leveraging of other funds/resources (5 points). Proposed solutions that demonstrate confirmed leveraging of resources from other sources that improve the best value for money to increase the impact of the proposed intervention will be given preference. This can include, but is not limited to:
- Direct in-kind contributions by the applicant or any other party (i.e., labor, land, overhead, etc.)
  - Funding from other donors
  - Funding from investors

- Funding from lenders
- Funding from other partners (i.e., government agencies, NGOs, etc.)

Funds leveraged will be scored as follows:

- 1) 0 pts: no external funds leveraged (note contributions from the entity applying for funding do not count towards this criteria)
- 2) 1 pts: up to 20% of the grant funding is matched by an external funding source
- 3) 2 pts: up to 40% of the grant funding is matched by an external funding source
- 4) 3 pts: up to 60% of the grant funding is matched by an external funding source.
- 5) 4 pts: up to 80% of the grant funding is matched by an external funding source.
- 6) 5 pts: up to 100% of the grant funding is matched by an external funding source.

F. Management and operational capacity (15 points). Evidence of the capability of the applicant to undertake and accomplish the proposed activities. The application should demonstrate the enterprise's effectiveness in terms of internal structure, technical capacity, and personnel. Also, the enterprise must demonstrate adequate financial management capability. The evaluation will be based principally on the following:

- Risks and proposed mitigation strategies
- Documented past-performance (similar models implemented in other countries/geographies, sales volumes, # of customers, etc)
- Documented relevant expertise among the proposed team (CVs attached of key personnel)
- Clearly defined roles of key personnel
- Identification of expertise gaps and proposed solution(s) to bridge those gaps

G. Commercial Sustainability/Financial Self-Reliance (15 points). The applicant must demonstrate that they are in good financial standing and that the proposed solution will be sustainable after the period-of-performance of the grant. Criteria used to judge this category will include:

- Lead applicant's current liabilities and current assets
- Financial statements for past fiscal year (2020)
- Expected revenue streams enabled by the grant, including:
  - Any performance-based payments
  - Revenues from microenterprises
  - Payments from the off-taker
  - Sales of PUE appliances

- Local distributor/supplier and maintenance networks
- After sales services
- Marketing strategies

H. Cost efficiency (10 points). The degree to which budgeting is clear and reasonable and reflects the best use of enterprise and grant resources while also demonstrating a clear commitment of investment by the applicant.

Additionally, PAOP will ensure environmental soundness and compliance in design and implementation as required by [22 CFR 216 Agency Environmental Procedures](#).

## **SECTION IV. AWARD AND ADMINISTRATION INFORMATION**

### **Catalyzing Off-grid Investment (COIN) Fund**

The overall purpose of the PAOP's COIN Fund is to issue grants to project developers, projects, and private sector companies/actors that directly contribute to PAOP's goals through their own activities. The COIN Fund is structured to encourage leveraged funding as parallel funding of similar activities that help achieve common goals and accelerate results. Successful applicants are encouraged to demonstrate this specific aspect of generating other funding from non-PAOP sources to be applied to the program.

#### **a. Award Information**

##### ***i. Program Duration***

The duration of programs funded under this RFA will be for a maximum period of 9 months from the date of award. PAOP reserves the right to incrementally fund activities over the duration of the program, if necessary, depending on program length, performance against approved program indicators, and availability of funds.

##### ***ii. Anticipated Funding Availability***

Final funding levels will depend on the content and quality of applications received, needs, availability of funding, and competing priorities. Individual grants awarded as a result of this RFA and submission of a final application are intended to be for a maximum of USD 150,000.

All grants will be negotiated, denominated, and funded in US Dollars. All costs funded by the grant must be allowable, allocable, and reasonable. Grant applications must be supported by a detailed and realistic budget.

##### ***iii. Type of Award***

Grants awarded under this RFA may either be fixed amount award grants (FAA), or cost reimbursable grants. PAOP / USAID shall retain the right to terminate the grant activities unilaterally in extraordinary circumstances.

For FAAs, PAOP will make payments based on submission and acceptance of specific verifiable milestones. Once an award is issued, it will include a fixed price payment schedule with milestones and deliverables negotiated during the final application and award process.

For cost-reimbursable grants, the disbursement will be done only after submission of a claim (invoice) to PAOP, and after verification of expenditures incurred and found reasonable, allocable, and allowable. Cost reimbursable grants will be primarily used for larger interventions. Reimbursement will be scheduled on frequencies not more than monthly and upon review and acceptance of financial reports.

Both types of grants require detailed budgets that indicate the intended use of the funds as this detail helps define reasonable, allocable, and allowable expenditures.

#### **iv. Applicant Eligibility**

- Applicants must be a registered company/enterprise (including micro-enterprises or groups of micro-enterprises), associations, cooperatives, and cooperative unions in the country/ies they are proposing to work and be in operation for at least one year at the time of application. All Applicants should:
  - Be legal persons;
  - Be formally constituted at the time of grant award;
  - Be compliant with the host country regulations (submit tax compliance certificate or equivalent);
  - Have a physical presence in Liberia (employees, offices, operations, etc) or be partnering with an entity that has a physical presence in Liberia;
  - Have realized revenues of at least USD25,000 within the calendar year 2019 and/or 2020.
  
- Grant award(s) resulting from this solicitation will be required to provide a Data Universal Numbering System (DUNS) number at the time of the award. If the applicant already has a DUNS number, it should be included in their application. Otherwise, applicants will be expected to obtain a DUNS number before an award is made. PAOP will assist successful applicants with this process. DUNS numbers may be obtained online at <http://fedgov.dnb.com/webform/pages/CCRSearch.jsp>
  
- Applicants must display sound management in the form of financial, administrative, and technical policies and procedures and present a system of internal controls that safeguard assets; protect against fraud, waste, and abuse; and support the achievement of program goals and objectives. PAOP will assess this capability prior to awarding a grant. Any falsification of proposal information may result in rejection/cancellation of the award.

#### **v. Environmental Compliance**

The Foreign Assistance Act of 1961, as amended, Section 117 requires that the impact of USAID funded activities on the environment be considered, and that environmental sustainability be considered in designing and carrying out development programs. The environmental impacts of USAID-financed activities must be identified prior to a final decision to proceed and appropriate environmental safeguards are adopted for all activities.

As part of its application/proposal, the recipient, in collaboration with the PAOP technical staff shall review all planned activities under the grant to determine if any environmental action and/or documentation must be completed prior to implementation.

#### **vi. Authority /Governing Regulations**

PAOP COIN Fund awards are issued in the form of grants under contract and made under the authority of the U.S. Foreign Affairs Act and USAID's Advanced Directive System (ADS) 303. Grantees are expected to comply with the provisions of these guidelines and regulations, as applicable. USAID ADS 303 can be accessed at <http://www.usaid.gov/ads/policy/300/303>

2 CFR 200 is not directly applicable to non-U.S. organizations; however, USAID applies some of these regulations to non-U.S. organizations through ADS 303 and the Standard provisions (USAID ADS 303.3.1). 2 CFR 200 can be accessed at <http://www.ecfr.gov/cgi-bin/text-idx?SID=12ac87ccfe859ca4c02abc695baa6227&mc=true&node=pt2.1.200&rtn=div5>

#### **vii. False Statements in Applications**

Applicants must provide full, accurate and complete information as required by this solicitation and its attachments.

#### **viii. Conflict of Interest Clause**

Applicants must provide disclosure of any past, present, or future relationships with any parties associated with the issuance, review or management of this solicitation and anticipated award. Failure to provide full and open disclosure may result in PAOP having to re-evaluate selection of a potential applicant.

#### **ix. Prohibited goods and services**

Under no circumstances shall the recipient procure any of the following under this award, as these items are excluded by the Foreign Assistance Act, and other legislation that govern USAID funding. Programs that are found to transact in any of these shall be disqualified:

- a. Military equipment
- b. Surveillance equipment
- c. Commodities and services for support of police or other law enforcement activities
- d. Abortion equipment and services
- e. Luxury goods and gambling equipment
- f. Weather modification equipment

#### **x. Restricted goods**

The following costs are restricted by USAID and require prior written approval from PAOP and USAID to be allowable costs:

- a. Agricultural commodities
- b. Motor vehicles
- c. Pharmaceuticals

- d. Pesticides
- e. Fertilizer
- f. Contraceptives
- g. Used equipment
- h. Immovable property

***xi.* Disclaimers:**

- PAOP may cancel solicitation and not award.
- PAOP reserve the right to accept or reject any or all applications received.
- Issuance of solicitation does not constitute award commitment by PAOP.
- PAOP reserves the right to disqualify any application based on applicant failure to follow solicitation instructions.
- PAOP will not compensate applicants for response to solicitation.
- PAOP reserves the right to issue an award based on an initial evaluation of applications without further discussion.
- PAOP may choose to award only part of the activities in the solicitation or issue multiple awards based on the solicitation activities.
- PAOP reserve the right to ask for further clarifications from the applicants or negotiate for adjustments on the nature, scope, or scale of the investment prior to award determination to promote competition.
- PAOP will be contacting all applicants to confirm the contact person, address, and that the bid was submitted for this solicitation.

The following Annexures are included with this RFA:

- ANNEX A:** Technical Application Form
- ANNEX B:** Grant Application MEL Template
- ANNEX C:** Implementation Plan Template
- ANNEX D:** Detailed Budget and Budget Justification
- ANNEX E:** Required Certifications