

REQUEST FOR APPLICATIONS

Program: Mobile Solutions, Technical Assistance and Research (mSTAR):
Identifying Mobile Coverage Gaps and Innovative Investment
Opportunities

Solicitation No.: 101023.020.001.106

Authority: USAID Award No. AID-OAA-A-12-00073

Date of Issuance: Tuesday, June 19, 2018

Due Date for Questions: EDT Monday, June 25, 2018

Response to Questions: Thursday, June 28, 2018

Closing Date: 5:00 PM US EDT Tuesday, July 10, 2018

Estimated Award Date: August 2018

REQUEST FOR APPLICATIONS

TABLE OF CONTENTS

TABLE OF CONTENTS	2
1 PURPOSE STATEMENT	3
2 OBJECTIVE & PROGRAM DESCRIPTION	4
3 INSTRUCTIONS TO APPLICANTS	9
3.1 Grantee Eligibility	9
3.2 Funding and estimated period of performance	9
3.3 Application Submission Deadline	10
3.4 Submission Method for Questions and Proposals	10
3.5 Review Process	10
3.6 Application Contents	10
3.7 Evaluation Criteria	12
3.8 Grant Deliverables	13
4 TERMS AND CONDITIONS	13
4.1 Grant Agreement	13
4.2 Grant Provisions	14
4.2.1 Late Submissions, Modifications, and Withdrawals of Applications	14
4.2.2 False Statements in Application	14
4.2.3 Conflict of Interest in Application	14
4.2.4 Prohibited Goods and Services	14
4.2.5 Restricted Goods	14
4.2.6 Certifications for Non-US, Non-governmental Recipients	15
4.3 Disclaimer	15
4.4 Permission for Use and Disclosure	15
5 ATTACHMENTS	15

REQUEST FOR APPLICATIONS

1 PURPOSE STATEMENT

Background

The purpose of this Request for Applications (RFA) is to solicit applications from prospective subawardees to support FHI 360's implementation of the Mobile Solutions, Technical Assistance and Research Program (mSTAR), funded by the United States Agency for International Development (USAID), Award No. AID OAA-A-12-00073. mSTAR is a strategic investment by USAID to advance mobile solutions and close the gaps that hold back access and uptake of mobile technology. mSTAR's Digital Inclusion workstream focuses on supporting the equitable expansion of affordable mobile services and internet connectivity to underserved populations through a market-driven approach.

A developing country's journey to self-reliance depends upon having a robust, secure, and resilient internet and mobile infrastructure, and a free, open and inclusive ICT economic sector is crucial to a nation's self-sufficiency in the 21st Century Economy.

However, in 2017, an estimated 1.6 billion people still lived outside the footprint of a 3G mobile network. Nearly 2/3 of these uncovered are located in Asia and South-East Asia. In Africa, where 3G networks cover only 50% of the population, 600 million people remain uncovered by a mobile broadband network. Developing countries are being offered "simple", government-sponsored solutions to national ICT needs that tie equipment and service purchase commitments to large, debt-ridden network expansion projects. These purported solutions do not offer developing countries a pathway to self-reliance, and instead offer dependence of a different sort.

Through the Mobile Solutions, Technical Assistance and Research (mSTAR) project, the USAID Last Mile Connectivity Initiative seeks to build an environment that will advance an enterprise-driven model of development for internet and mobile networks in developing economies. Prior USAID work with mSTAR has highlighted the opportunities for new, innovative, enterprise-driven solutions to "last mile" connectivity solutions, uncovering dozens of innovative business plans and service deployments. These innovations have the potential to dramatically change the way that mobile broadband is deployed worldwide, particularly in currently hard-to-serve developing country markets. However, many of these technology innovations lack the scale necessary to gain the attention of investors, mobile network operators, and other industry participants.

USAID and mSTAR are also currently working on developing a set of Key Performance and Impact Indicators (KPIs) to measure consistently the value and impact of last-mile solutions. Having a common set of KPIs will give investors, providers, and donors common, consistent information that will lower the risk and costs of last-mile investments.

This next phase of the Last Mile Connectivity Initiative will focus on bridging information and investment gaps in high-need countries by providing:

- (a) *Accurate, Public Coverage Maps of Mobile Networks;* and
- (b) *Embedding the Last-Mile Connectivity KPI and Impact Indicator framework into innovative technology pilot deployments in these high-need countries, by supporting the monitoring and evaluation of deployments designed to scale such innovation.*

REQUEST FOR APPLICATIONS

2 OBJECTIVE & PROGRAM DESCRIPTION

Purpose and Objective

Driven by private enterprise and investment, mobile networks represent a startlingly rapid advancement in connectivity infrastructure in even the poorest of countries. This innovation is not simply a technological innovation: it is also based upon advances in developing country regulatory, taxation, and spectrum policy and the openness of those countries to private enterprise and multi-stakeholder governance models. These factors have led to conditions in which in most countries around the world, enterprises can openly build networks, distribute handsets widely, and sell new and innovative services and packages.

However, that model is under challenge. By several measures, the geographic footprint of mobile service offerings is no longer growing rapidly. Internet user growth is slowing, dropping into the single digits year-on-year, particularly as existing network operators focus their technology upgrades on higher-income urban areas that already benefit from network coverage.

Improved Mobile Network Coverage Maps. Mobile networks remain one of the few unmapped forms of infrastructure. Unlike roads or rail tracks, no accurate maps of tower sites exist today despite the fact that these networks generate as much added value if not more for the global economy.

Coverage data is a vital statistic. It is required for planning and financing network deployment. It is necessary to understand who is and who is not covered. It is necessary to understand where and how can services be delivered. It is the starting point for many start-ups in Africa and Asia to assess the potential of their products.

Despite the strong need for coverage data, many stakeholders consider coverage data as a competitive issue. The reluctance to share data on coverage is widely spread and numerous initiatives have failed over the years. However, new mapping tools are emerging and, faced with the need to obtain this data, key players in the ecosystem are starting to deploy their own coverage mapping tools. For example, social media companies are beginning to develop coverage maps of their user location and connectivity access method, open-source databases are collecting user-generated information on network access locations, such as via cellular towers, and academia and other organizations are proposing new methods of identifying radio signal coverage locations. Fragmentation in the release of incomplete, and potentially inaccurate, coverage data could result in compounding current challenges of misinformation and distrust between players in the ecosystem with regard to accurate coverage details. By driving up the cost of information, fragmentation in data will also drive up the costs of investing in innovative last-mile solutions and business plans.

A trusted source for coverage maps that display accurate and operator validated data is needed. Coverage maps need to display timely and accurate information in partnership with other significant efforts on this issue, ensuring that the most visible and pre-eminent information in the public domain is consistent with the ecosystem requirements without affecting the confidentiality of operators.

REQUEST FOR APPLICATIONS

By providing accurate coverage data and, critically, data on ‘white-spots’ – geographic areas where GSM connectivity is not yet provided even though sufficient populations exist to support a business – this mSTAR activity will support an open and publicly available resource that can serve as a trusted and single resource for coverage information and aid investment decisions. This resource will open market information for both service providers (MNOs as well as new LMC businesses) and potential investors as well as USAID Missions and programs seeking to utilize digital technology in programming.

Embedding the KPIs and Impact Indicator Framework in the Monitoring and Evaluation of Innovative Projects in Equipment and Business Models. The USAID Last-Mile Connectivity project is aimed at lowering information and transaction costs to facilitate investment in innovative last-mile technologies and business plans.

USAID and DIAL’s report, [Closing the Access Gap: Innovation to Accelerate Universal Internet Adoption](#) (2017) summarized a number of new and innovative business models and technologies that could bridge the last-mile access gap in the developing world. From developments of small cell radios, integrated low-power solar systems, organic business plans and operations, that report identified a number of promising technologies and opportunities. To move these ideas from concept to deployment, the report found that many of these innovations “require risk capital to fully explore” their models, and that “greater collaboration and knowledge sharing across the community” would be needed to accelerate innovation.

The report noted that “donors and other investors have an opportunity to accelerate adoption by providing risk capital to enable promising, early-stage innovations.” The report recommended “a more coordinated approach to testing the viability of these innovations, including greater investment in testing such models, and more structured approaches to undertaking and sharing data and insights.”

The *Closing the Access Gap* Report followed mSTAR’s 2016 [Business Models for the Next Four Billion: Market Approaches to Increasing Internet Connectivity](#), which reached similar conclusions about new, innovative opportunities. After a series of roundtables with innovators and investors, that report found that “[t]he viability of these models is premised on new or re-emerging solutions throughout the connectivity ecosystem in infrastructure, network operators, consumer and complementary services, devices, and policy and regulatory frameworks. . .” In order to drive systematic change in innovative last-mile investments, donors and investors will need to begin using the research and tools that USAID and mSTAR have created in this project.

To this end, USAID and mSTAR are now seeking a partner that is currently investing or providing grants to innovative last-mile deployments that agrees to use and employ the coverage maps, business plan modelling, and Key Performance and Impact Indicator frameworks that mSTAR and USAID have developed in this initiative.

To demonstrate the viability and utility of these interventions and tools, USAID and mSTAR will provide administrative, monitoring, and evaluation support to a donor or investor that has established and funded a grant or investment facility that incorporates these tools into their funding decisions. USAID and mSTAR expect that this facility will have the following objectives:

REQUEST FOR APPLICATIONS

- Provide seed capital to support the deployment of new and innovative mobile and internet access solutions in currently unserved high-priority developing countries identified by the coverage maps;
- Utilize tools such as the forthcoming USAID Last-Mile Connectivity KPIs to inform selection of grantees and conduct monitoring and evaluation; and
- Integrate and coordinate with existing grant or investment programs with similar programmatic alignment.

Scope of Work

The scope of work for this award contains two complementary components:

1. Build and host publicly accessible mobile network coverage maps in 9 high-need countries

The selected awardee will provide detailed coverage maps that clearly display uncovered geographic areas and populations on a publicly accessible online platform for at least 5-9 countries from the following list:

- Bangladesh
- Cambodia
- Democratic Republic of Congo
- Ghana
- Indonesia
- Liberia
- Malawi
- Nepal
- Nigeria
- Mexico
- Pakistan
- Philippines
- Rwanda
- Tanzania
- Uganda

The selected awardee will collaborate with mSTAR, USAID and other partners to communicate and share the findings of this effort with the wider community of industry stakeholders and development practitioners. It is expected that communication efforts will include at least one blog for the public release of each map and a dedicated session on the coverage maps at an industry relevant international conference. Applicants can include additional activities/strategies for communication efforts in their proposed technical approach.

The final mapping platform will provide maps for each selected country displaying:

- Mobile coverage gaps and uncovered populations, disaggregated by technology gaps (2G, 3G, 4G)
- Uncovered population figures

REQUEST FOR APPLICATIONS

- Population aged 15+
- Gross National Income (GNI)

All data used to create the maps will be made available for download in a GIS-friendly file format.

Coverage areas displayed in the map are not required to show aggregated figures at national or regional level or coverage data on a per-operator basis. The data can be anonymized (by operator).

The platform will clearly state that the information is open for public use and no data provided will be subject to licensing fees or restrictions on use. The awardee will also make clear whether country maps do or do not contain operator or regulator verified coverage data, taking steps to remove all meta data as well.

The awardee will commit in good faith to updating these maps annually for at least the next five years. Strong preference will be given to organizations that will have the institutional capability, capacity, and commitment to continually add new countries to the platform at a consistent rate in addition to maintaining and updating the data.

The use of reliable data sources is critical to the provision of highly granular maps. The awardee will be expected to include operator-sourced coverage data. Because of the scale of effort and short time frame involved, the selected awardee must demonstrate that it has existing and ongoing contractual agreements to collect and use this data from mobile network operators for this intended purpose.

In addition, the selected awardee is requested to establish a validation process that will facilitate, use, and incorporate open-sourced data as part of the project for comparison, validation, and methodology proofing purposes. Open source data may include, but not be exclusive to, Open Cell ID <https://opencellid.org/>, Ookla <http://www.ookla.com/>, WorldPop <http://www.worldpop.org.uk/>, or GADM <http://www.gadm.org/>

The primary audiences for the maps, and accompanying data will be existing and potential last-mile connectivity service providers, investors and USAID staff and other donors operating in this space that seek accurate coverage data.

2. Design, Publicize, and Establish Evaluation Criteria for a Last-Mile Expansion and Innovation grant facility

The selected awardee will commit to use the maps and the forthcoming USAID Last-Mile Connectivity KPI's developed under mSTAR (to be completed in August 2018) in the design, publicity, administration, evaluation, and operation of a funded grant or investment facility that supports last-mile expansion and innovation in at least one high-need country. The awardee must leverage funds from external partners and/or donors to establish a sufficient pool of funds for grant-making. Funds for disbursing last-mile grants or investments will not be made available under mSTAR. Applicants must demonstrate their ability to leverage funds, or make reference to existing funding that can be leveraged, in their application response.

This grant program or funding facility should already be in place and funded, with the purpose of supporting last-mile investments in at least a subset of the countries to which the awardee will publish network coverage maps. The purpose of this support offered will be to demonstrate how USAID/mSTAR coverage maps and KPIs can be integrated into a grant or investment program's funding decisions.

REQUEST FOR APPLICATIONS

The fund will be designed to support seed grants to innovative last-mile deployments that are:

- (a) Capable of providing broadband network service at speeds at greater than 2G mobile service;
- (b) Accessible to widely-used handsets and radio equipment, including GSM and/or Wi-Fi;
- (c) Able to use the investment or grant to help it achieve scale, including the satisfaction of test environments or requirements established by commercial or non-profit network operators;
- (d) Offer secure, resilient, and reliable network service quality;
- (e) Developed and deployed in a manner consistent with the NIST Cybersecurity Framework and the U.S. Federal Communications Commission, Communications Security, Reliability, and Interoperability Council, [Cybersecurity Risk Management and Best Practices Working Group 4: Final Report \(March 2015\)](#).

To facilitate coordination, the selected awardee will be required to develop a Coordination and Governance Plan for the grant facility at the outset to ensure clear communications amongst the selected awardee, USAID, mSTAR and other stakeholders and/or funders. The selected awardee will be responsible for finalizing a call for proposals to potential applicants/enterprises in-line with the criteria above and input of stakeholders as determined in the Coordination and Governance Plan. The selected awardee will lead a wide communications campaign to announce the call for proposals and ensure it reaches a wide audience of potential bidders in the selected high-needs countries. The selected awardee will establish selection and eligibility criteria that demonstrate how the network connectivity maps and USAID/mSTAR KPIs will be used in awarding grants or making investments, and monitoring and evaluating performance. For conducting proposal evaluations, the selected awardee will coordinate an expert evaluation panel and manage final selections.

Additional activities that the applicant deems necessary to successfully establish and operate a Last-Mile Expansion and Innovation grant facility can be described and included in the proposed technical approach to implement this activity.

The ability of grant facility recipients to share insights and learnings, both from a technical standpoint (software/hardware deployment and regulatory) and fundraising standpoint is critical. It is expected that the grant facility will provide such opportunities for finalists or selected grantees and should propose an approach to facilitate learning and knowledge sharing in their proposal. For example, the awardee may propose to host a learning workshop among finalists that would lay the ground work for a learning and feedback network to support selected grantees.

Deliverables

- 1) Workplan: This brief document will detail timelines and activities
- 2) Mapping Platform (timeline may vary by country)
 - (a) Collection and curation of data.
 - (b) Beta release of mapping platform, including access to initial mapping platform with loaded datasets.

REQUEST FOR APPLICATIONS

- (c) Final release of mapping platform – web-based platform with accessible maps – for each country map.
 - (d) Posting of data files in machine-readable format (such as CSV or GIS-accessible format) for each country.
 - (e) At least one communications piece (for blog or press release) for each completed country map.
- 3) Last-Mile Expansion and Innovation Grant Facility
- (a) Prepare and submit plan for coordinating or integrating Last-Mile Innovation Fund with existing last-mile funding program, including proposal for a governance structure (Coordination and Governance Plan). The Coordination and Governance Plan must be approved by mSTAR, USAID and other substantial parties that are referenced in the plan.
 - (b) Develop criteria for selecting Last-Mile Innovation Fund grant recipients.
 - (c) Open application window, review, and select grantees pursuant to Coordination and Governance Plan and established evaluation criteria.
 - (d) Select and manage awards pursuant to the Coordination and Governance Plan.
- 4) Communications Plan: This brief document will detail shared responsibilities for publicizing the Mapping Platform and the Grant Facility.
- 5) Monitoring and Evaluation Plan: This document will detail a plan for monitoring grantee performance and impact using a set of agreed-upon indicators.
- 6) Final report and presentation: The final report will summarize the work completed and capture successes and challenges.

Timeline

The activity will be conducted over from August 2018 – February 2019, with the possibility of extension.

3 INSTRUCTIONS TO APPLICANTS

3.1 GRANTEE ELIGIBILITY

This competition is open to any non-governmental, non-profit or for-profit entity. To be minimally eligible for funding, offerors must comply with the following conditions:

- Organizations must be legally registered or otherwise authorized to conduct business in their country or countries of operation.
- Organizations must have a DUNS number and must be registered in SAM.
- Organizations must submit their proposal in English.

3.2 FUNDING AND ESTIMATED PERIOD OF PERFORMANCE

The total amount of funding available under this award is **USD \$500,000**. It is expected that the selected grantee will mobilize additional funds from partners and/or other donors to establish a grant fund to make seed grants and carry out monitoring throughout the lifetime of the grants.

REQUEST FOR APPLICATIONS

The mechanism for funding will be a Standard Grant, in accordance with USAID ADS guidelines. The most recent USAID provisions relating to Standard Grants may be found at <https://www.usaid.gov/sites/default/files/documents/1868/303.pdf>.

Payment will be on a cost reimbursement basis. FHI 360 will reimburse only those direct costs that are identified in the approved sub award budget in Attachment A and are determined to be allowable and allocable under the cost principles followed by FHI 360 and provided in OMB Circular A-122.

3.3 APPLICATION SUBMISSION DEADLINE

Applications may be submitted at any time before 5:00PM EST on the date specified on page 1 of this RFA. Submissions received after the deadline will not be considered. Additional opportunities for applying, however, may be made available in the future.

3.4 SUBMISSION METHOD FOR QUESTIONS AND PROPOSALS

Submit Questions and Applications electronically to: Conor Farrell (cfarrell@fhi360.org) with copies to: **Nina Getachew** (ngetachew@fhi360.org). FHI 360 will not receiving paper applications for this RFA. All questions and answers will be shared with all interested applicants.

Technical applications and attachments may be submitted in Microsoft Word or Adobe PDF. Budgets must be submitted in Microsoft Excel.

3.5 REVIEW PROCESS

Grant applications will be reviewed and grants awarded by an evaluation panel. FHI 360 will lead and coordinate the evaluation panel. A technical evaluation committee will review all technical applications on their Technical Approach, Scalability, Cost Application, and Personnel using the Evaluation Criteria detailed below.

It is anticipated that awards will be made within two months after the submission deadline, as stated on the cover of this RFA. Final negotiations and award will be managed by FHI 360.

FHI 360 reserves the right to make any number of awards or none at all. FHI 360 is not responsible for any costs associated with the development of applications.

3.6 APPLICATION CONTENTS

Applicants will develop their applications based on their understanding of needs, their prior institutional experience and their determination of the approaches that would be feasible and successful. In all cases, applicants shall clearly explain the rationale for the proposed approaches chosen.

Submissions must clearly state the objectives and the expected results of the program within the life of the funding period, and define an implementation plan with a proposed time frame and budget. On-going monitoring and reporting of the funded activities will be the responsibility of the applicant.

Proposals must not exceed 6 pages, not including CVs, biodata forms, references and other attachments.

Complete proposals must include the following sections:

REQUEST FOR APPLICATIONS

1. Technical Approach

The technical approach must:

- 1) Demonstrate the offeror's understanding of the subject matter, including: the technical aspects of collecting coverage data, developing coverage maps and deploying an open access online portal; the landscape of enterprises seeking seed-funding to deploy connectivity solutions and the opportunities and challenges they face; the appropriate design of a grant facility to fund start-up enterprises and ensure success of their programs and products; and the appropriate communications outlets and networks for sharing and publicizing information on the coverage maps and calls for proposals.
- 2) Include a proposed implementation plan and accompanying timeline for the project.

2. Personnel Statement

The personnel statement must include:

- A statement demonstrating the proposed personnel's relevant skills and past experience to successfully complete this assignment. The personnel statement should also indicate written and oral proficiency in English.
- CVs of the proposed personnel who will conduct the work (maximum 2 pages per CV).
- A biodata form (Attachment B) for each proposed personnel who will conduct the work.

3. Corporate Capabilities and Past Experience

The corporate capabilities and past experience must include:

- A brief summary of the organization's previous experience with digital inclusion thought leadership, coverage mapping and grant facility setup.
- The proposed management structure for the implementation of this activity.
- Adequate resources to successfully complete this assignment.

4. Budget

The budget must be presented in the format included as Attachment A and must contain detailed line item costs in US Dollars, a budget narrative, and any supporting documentation that clearly show how the budgeted amounts were calculated. When preparing their budgets and budget narrative, offerors must follow these instructions:

1. Budgets must be accompanied by a brief narrative explanation and justification for each line item. The budget narrative must include data to support actual costs and/or methodologies to support cost estimates. The budget narrative should be presented in such a way as to be easily referenced from the budget and should provide sufficient information so that FHI 360 may

REQUEST FOR APPLICATIONS

review a proposed budget for reasonableness. All projected costs must be in accordance with the organization's standard practices and policies.

2. Budgets must be sufficiently detailed to demonstrate reasonableness and completeness. Offerors including budget information determined to be unreasonable, incomplete, unnecessary for the completion of the proposed project, or based on a methodology that is not adequately supported may be deemed unacceptable.
3. Budgets must be submitted in USD.
4. If the budget includes an indirect rate, offerors must attach a Negotiated Indirect Rate Cost Agreement (NICRA), or an independent auditor-certified indirect rate based upon the last 3 years of audited financial statements. If the offeror does not have a copy of this to support the indirect rate proposed, they must break out the costs and charge the costs as fixed amounts and must be shown as separate line items in the budget and charge the costs as direct expenses shown via line items in the budget. If the costs are charged as fixed amounts, in the budget narrative please explain the methodology and calculation behind the estimated fixed amounts.

5. Other Attachments

1. Certifications (Attachment C); Certifications are required by FHI 360 and USAID and must be signed by the authorized official, dated and included in the proposal. Recipients will be required to comply with the content of the certifications as part of the contractual agreement when/if funding is approved.
2. Registration certificate for the organization.

3.7 EVALUATION CRITERIA

The criteria presented below have been tailored to the requirements of this RFA. A total of 100 points are possible for the complete proposal. The relative importance of each criterion is indicated by approximate weight by points.

In evaluating the applications, FHI 360 will examine overall merit and feasibility, as well as specific criteria relevant to each component as elaborated below. One award will be made to the overall highest scores to the responsible Applicant. Applicants should note that these criteria: (1) serve as the standard against which all applications will be evaluated, and (2) serve to identify the significant matters which applicants should address in their applications.

Evaluation Criteria	Points
Technical Approach <ul style="list-style-type: none"> • Understanding of the subject matter and issues. • Comprehensiveness of proposed approach. • Implementation plan and proposed timeline are realistic and include all proposed elements of the activity. 	30 points
Personnel Statement <ul style="list-style-type: none"> • Personnel proposed for this work to support the mapping exercise must have demonstrated skills in data management and GIS software. 	30 points

REQUEST FOR APPLICATIONS

<ul style="list-style-type: none"> Proposed staff person(s) who will be responsible for establishment of the grant facility have the relevant skills and past experience to successfully setup a facility and manage all administrative and communications aspects. Personnel should have excellent written and oral communication skills in English. 	
<p>Corporate Capabilities and Past Experience</p> <ul style="list-style-type: none"> Experience and capacity of the organization(s) and adequacy of resources. The proposed management structure is reasonable and sufficient to implement this work. The organization shows past experience and credible reputation in the area of digital inclusion, data analysis/management and grants management. 	20 points
<p>Budget</p> <ul style="list-style-type: none"> Proposed budget represents the best value, and all costs included in it are allocable to this activity, reasonable and allowable under USAID rules and regulations. 	20 points
TOTAL	100 points

Supporting Documentation for Pre-Award Assessment/Site visits

At the conclusion of the evaluation process, the selected applicant must complete a Financial Pre-Award Assessment in order for FHI 360 to ascertain that the organization has the capacity to perform successfully under the terms and conditions of the proposed grant. As part of the Pre-Award Assessment process applicants will also be requested to submit their incorporated papers, certificate of registration and/or Tax ID number (TIN). Applicants may be asked to submit additional documentation to illustrate that the organization has the capacity to implement the grant. Site visits may be conducted by FHI 360 staff to evaluate the organization in these areas.

3.8 GRANT DELIVERABLES

Under a Standard Grant, payment is made based on reimbursement of actual costs. Upon selection, FHI 360 will work with the recipient to establish an appropriate reporting method that reflects the activities to be completed in the program description.

4 TERMS AND CONDITIONS

Applicants are responsible for review of the terms and conditions described below and in the award budget template attached. If relevant, particular attention should be paid to clauses regarding USAID geographic code, marking and branding requirements and equipment and commodity purchases.

4.1 GRANT AGREEMENT

A grant agreement will include the approved project description, approved budget, reporting requirements and relevant provisions. Once executed it is a legally binding agreement between FHI 360 and the recipient organization. Once the grant agreement is signed, it cannot be modified without prior written approval from FHI 360.

REQUEST FOR APPLICATIONS

4.2 GRANT PROVISIONS

FHI 360 is required to respect the provisions of the United States Foreign Assistance Act and other United States laws and regulations. The Grant Program will be administered according to FHI 360's policies and procedures as well as USAID's regulations for non-U.S. non-governmental recipients. These include:

4.2.1 Late Submissions, Modifications, and Withdrawals of Applications

At the discretion of FHI 360s, any application received after the exact date and time specified for the receipt may be considered ineligible for consideration.

Applications may be withdrawn by written notice via email received at any time before award. Applications may be withdrawn in person by an organization or his authorized representative, if the representative's identity is made known and the representative signs a receipt for the Application before award.

4.2.2 False Statements in Application

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

4.2.3 Conflict of Interest in Application

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 FHI 360 having to re-evaluate selection of a potential applicant.

4.2.4 Prohibited Goods and Services

Under no circumstances shall applicants include any of the following items in their budget, as these items are excluded by the Foreign Assistance Act and other legislation which govern USAID funding. Programs which 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; and
- f. weather modification equipment.

4.2.5 Restricted Goods

Only those goods necessary for the accomplishment of milestone goals are explicitly approved in the grant award and may be acquired and are subject to the provisions provided in the [Standard Provisions for Fixed Amount Awards to Nongovernmental Organizations](#). Currently it is not anticipated that grants will fund any of the items listed herein.

The following costs are restricted by USAID and require prior written approval from FHI 360 and USAID in order to be allowable costs:

- a. agricultural commodities;
- b. motor vehicles;
- c. pharmaceuticals;

REQUEST FOR APPLICATIONS

- d. pesticides;
- e. fertilizer;
- f. used equipment; and
- g. U.S. Government-owned excess property

4.2.6 Certifications for Non-US, Non-governmental Recipients

Certifications provided in **Attachment C** are required by FHI 360 and USAID and must be signed by the authorized official, dated and included in the application.

Recipients will be required to comply with the content of the certifications as a part of the grant agreement when/if funding is approved.

4.3 DISCLAIMER

- a. FHI 360 may cancel solicitation and not award
- b. FHI 360 may reject any or all responses received
- c. Issuance of solicitation does not constitute award commitment by FHI 360
- d. FHI 360 reserves the right to disqualify any application based on an applicant's failure to follow solicitation instruction's
- e. FHI 360 will not compensate applicants for response to solicitation
- f. FHI 360 reserves the right to issue award based on initial evaluation of applications without further discussion
- g. FHI 360 may choose to award only part of the activities in the solicitation, or issue multiple awards based on the solicitation activities.
- h. FHI 360 reserves the right to waive minor application deficiencies that can be corrected prior to award determination to promote competition
- i. FHI 360 will be contacting all applicants to confirm contact person, address and that the application was submitted for this solicitation.

4.4 PERMISSION FOR USE AND DISCLOSURE

By way of submitting an application under this Call for competitive grants, the applicant consents to the disclosure of the documents submitted by the applicant to the reviewers involved in the selection process within FHI 360. FHI 360 reserves the right to not fund any of the applications submitted.

5 ATTACHMENTS

The following documents are considered to be part of this RFA:

- A) [Budget Template](#)
- B) [FHI 360 Biodata Form](#)
- C) [Grant Certifications](#)