



USAID
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MOZAMBIQUE

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Deadline for Questions (Round 1): October 22, 2020
5:00 pm, Mozambique, Maputo local time

Deadline for Submission of Concept Papers for First Review Opportunity (Round 1): November 14, 2020
5:00 pm, Mozambique, Maputo local time

Deadline for submitting Full Application: To be provided with notification of Concept Paper "Pass"

APS Closing Date: December 15, 2021
5:00 pm, Mozambique, Maputo local time

Submit Questions and Concept Papers (Round 1) electronically to APS-CD@usaid.gov

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Dear Prospective Applicants:

Pursuant to the Foreign Assistance Act of 1961, as amended, the United States Government, as represented by the United States Agency for International Development (USAID) seeks Concept Papers from qualified applicants. This Annual Program Statement (APS), known hereafter as the APS, aims to provide Greater Socio-Economic Development and Recovery in Cabo Delgado.

Through the grant(s) or cooperative agreement(s) provided by this APS, USAID will support greater socio-economic development in Cabo Delgado province in Mozambique through local leadership, innovative and creative ideas, and leveraged partner resources. Specifically the APS will support: 1) strengthening economic pathways, particularly for youth and women, with an emphasis on agricultural value chains and improving youth training and employment systems; 2) promoting recovery from natural disasters, and 3) strengthening information sharing platforms. The APS seeks to work through an increased network of stakeholders who can attain sustainable and resilient results while building more effective partnerships at the local level for greater impact.

The APS provides prospective applicants with a fair opportunity to develop and submit competitive applications to USAID for potential funding. Interested organizations should read the entire APS and follow the instructions for submitting a Concept Paper in SECTION V.

USAID intends to have a virtual workshop to respond to all questions from prospective APS applicants. Writing responses will also be provided. Applicants should submit their questions and their interest in the workshop by email to the POC: APS-CD@usaid.gov by the deadline specified above. Should USAID proceed with the virtual workshop, information about it will be sent to all applicants that indicate an interest.

Applicants will first submit a Concept Paper that will be reviewed for responsiveness to the purpose of the APS. Concept Papers will be evaluated against the merit review provided in SECTION V. 4 b. USAID will request full applications from successful applicants after the Concept Paper stage and reserves the right to fund any or none of those applications.

USAID sincerely hopes that organizations committed to supporting recovery and development efforts over the longer term in Cabo Delgado, especially organizations that are already active in the province (local and underutilized organizations), will consider submitting a Concept Paper to the APS.

Thank you for your interest in USAID programs.

Sincerely,

George K. Boateng
Agreement Office USAID/Mozambique

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SECTION I: OVERVIEW

Through this Annual Program Statement (APS), USAID/Mozambique intends to support greater socio-economic recovery and development in Cabo Delgado through organizations that maintain programs and a presence there.

Eligible organizations interested in receiving funding are invited to carefully read this APS in its entirety and to follow the grant application guidance in order to apply for funds. There is a two-stage application process, consisting of the submission of a concept paper and then, upon invitation by USAID, the submission of a full application. Concept papers and full applications must be submitted in English. In accordance with USAID current policies, the official and controlling language of all awards, including supporting documents, must be in English.

CONCEPT PAPERS DEADLINE:

This **APS** will be open for one year and will have two **deadlines for concept papers:**

Round1: See Cover page above

Round 2: Refer to Individual Addenda to be Issued

USAID reserves the right to close or amend the APS on or before the closing date. However, if unprogrammed funds are available, proposals will continue to be accepted and then reviewed in four to five-month intervals until the APS end date.

QUESTIONS:

All questions regarding this APS should be submitted by email to APS-CD@usaid.gov on:

- Round 1: See Cover page above for the first deadline
- Round 2: Refer to Individual Addenda to be Issued for the second deadline.

Each time, USAID will prepare a “Questions and Answers” document and post it to www.grants.gov, as well as explain the answers in the information sessions mentioned above. If it is possible in the current environment, USAID plans to hold one general information session on the APS, concept paper and application submission process. If this is possible to organize, an invitation with more details will be provided. All concept papers received by the first deadline will be evaluated soon after receipt. The time for completion of the process will depend on the number of proposals received.

[END OF SECTION I]

SECTION II: ELIGIBILITY INFORMATION

1. ELIGIBLE APPLICANTS:

This APS is open to *all* Eligible organizations: public, private, for-profit, and nonprofit organizations, as well as institutions of higher education, public international organizations, non-governmental organizations, faith-based organizations, community-based organizations, foundations, professional associations, networks, and consortia/coalitions of the above. In the case of consortia and coalitions, one organization must be identified as the “prime partner”.

All interested organizations are restricted to submitting only one Concept Note as the Prime Applicant. If more than one Concept Note is received with the same Prime Applicant, USAID will seek written clarification from the relevant entity regarding which Concept Note should be considered for review. If clarification is not resolved *within five (5) business days*, all Concept Notes submitted by the Applicant will be deemed ineligible.

Please note that Applicants can serve as sub-awardees or supporting partners on multiple Concept Notes.

USAID Mozambique is targeting both potential **Resource Partners** and **Implementing Partners** for this APS.

Resource Partners are US and non-US (with a focus on Cabo Delgado/Mozambique) private sector businesses, foundations, financial institutions, entrepreneurs, investors, philanthropists, and others who can identify and suggest ways to use their financial or other resources to collaborate with USAID/Mozambique. Resource Partners can also be public sector (e.g., GOB, public companies, other bilateral or multilateral donors).

Implementing Partners are US and non-US (with a focus on Cabo Delgado/Mozambique) non-governmental, private sector entities (for-profit, non-profit) that can engage and work with Resource Partners. Implementing Partners may provide the 1:1 leveraging themselves, or they must secure private sector funding for the projects they are proposing to implement. Individuals are not eligible to be Implementing Partners, although they may be Resource Partners.

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

USAID strongly encourages concept papers from potential **new partners** to the US government who meet the above eligibility requirements. Such organizations are advised that they will be required to undergo a Pre-Award Responsibility Determination - a pre-award survey to determine fiscal responsibility (i.e. whether the prospective recipient has the necessary organization, experience, accounting and operational controls, and technical skills – or ability to obtain them – in order to achieve the objectives of the project and comply with the terms and conditions of the award).

USAID Mozambique is also **particularly interested** to have an organization:

- with a local presence and program in Cabo Delgado;
- with basic accountability, financial management, and program implementation structures already in place, or supported by a planned partnership with an organization that has said structures in place;
- without any pending disciplinary or legal action from another funding or government agency;
- with its (or its key personnel) having demonstrated skills and experience in the programmatic area in which it is proposing to work; and
- that has not previously received extensive direct support from USAID (e.g. in excess of \$25M over five years), but that possesses the capabilities outlined above.

If needed, the organization must be willing to participate in an organizational capacity assessment process, and in subsequent capacity-building support to improve its organizational systems, as required. A pre-award survey may be required with a formal survey team in order to conduct an examination that will determine whether the prospective recipient has the necessary experience, organizational, accounting, and operational controls, and technical skills (or ability to obtain them) in order to achieve the objectives of the program. Due to the current environment with COVID and security, USAID's ability to make this determination may be significantly slowed, but applicants are still encouraged to submit applications.

The recipients must be responsible entities and must have the necessary organizational experience, accounting, operational controls and technical skills, or ability to obtain them in order to achieve the objectives of the project and comply with the terms and conditions of the award.

Concept papers from organizations that do not meet the above eligibility criteria will not be reviewed and evaluated. Individuals are not eligible to apply for this APS.

While for-profit firms may participate, pursuant to 2 CFR 200.400(g) it is USAID policy not to award profit to prime recipients and sub-recipients under assistance instruments. However, while profit is not allowed for sub-awards, the prohibition does not apply when the recipient acquires goods and services in accordance with 2 CFR 200.317 -326, "Procurement Standards." This is discussed more specifically in ADS 303sai "Profit Under USAID Assistance Instruments" which can be found at this link: <https://www.usaid.gov/sites/default/files/documents/1868/303sai.pdf>.

2. COST SHARING or MATCHING

A cost share or matching in this APS is also encouraged but not required.

[END OF SECTION II]

SECTION III: FUNDING AND FEDERAL AWARD INFORMATION

1. Estimate of Funds Available and Number of Awards Contemplated

USAID intends to award multiple cooperative agreements and/or grants pursuant to this APS. Subject to funding availability and discretion of the Agency, USAID intends to provide approximately \$9 million (\$5 million in cyclone recovery/agriculture and \$4 million in education) in total funding, with a minimum from \$250,000 to a maximum of \$3,000,000 for individual awards not to exceed a five year period of performance.

If an organization wishes to apply for an award under \$250,000, this could be considered for a non-complex Fixed Amount Award (FAA) type award with specific quantifiable milestones or deliverables. Alternatively, the organization could seek to partner with a more experienced organization that would serve as a grants manager/capacity-builder for an award of less than \$250,000

Issuance of this APS does not constitute an award or commitment on the part of the USG, nor does it commit the USG to pay for costs incurred in the preparation and submission of a concept paper or an application. The actual number of awards under this APS is subject to the availability of funds and the viability of applications received. Accordingly, USAID reserves the right to award multiple awards or no awards at all through this APS.

2. Start Date and Period of Performance for Federal Awards

The proposed period of performance for each issued cooperative agreement or grant awarded as a result of this APS will be up to five years in duration, beginning from the negotiated start date, and subject to availability of funds.

3. Expected Implementation Mechanism/Substantial Involvement

USAID will make a determination on the intended substantial involvement by the Agency, and thereby the type of award(s), depending on the results of this process. USAID's substantial involvement in awards is limited to cooperative agreements. Elements of substantial involvement are described below. Cooperative agreements may contain some or all of these elements.

3.1. Approval of the Recipient's Annual Implementation Plans:

Implementation plans include, but are not limited to, annual work plans, including planned activities for the following year and any subsequent revisions, international travel plans, planned expenditures, event planning/management, international meeting preparation.

USAID requires the approval of implementation plans annually to ensure alignment with stated goals, milestones, and outputs. The implementation plan communicates how and when the recipient will complete project activities and is drafted annually to describe new activities. This plan will be developed in partnership between the recipient and the AOR. The AOR will ensure that the implementation plans fit within the scope, terms, and conditions of the agreement.

3.2. Approval of Specified Key Personnel:

The key personnel positions will be determined during the final discussions. Key personnel positions will require concurrence from the AOR and approval from the AO.

3.3. Agency and Recipient Collaboration or Joint Participation:

3.3.1. Approval of recipient's monitoring and evaluation plans:

This describes USAID involvement in monitoring progress toward the achievement of program objectives during the performance of the project, including written guidelines for the content of annual reports and final evaluations.

While an illustrative Activity Monitoring, Evaluation, and Learning (MEL) Plan could be requested in a full application submission, the final Activity MEL Plan will be developed in consultation with USAID post-award. During the initial project planning period, the awardee will work closely with USAID to finalize major milestones, program monitoring indicators, as well as baseline data and performance targets which will demonstrate successful achievement of the results addressed in the cooperative agreement. The Activity MEL plan will be finalized within 90 days of the award. The awardee and USAID will jointly review progress on a periodic basis.

3.3.2. Collaborative involvement in selection of advisory committee members:

If the recipient establishes an advisory committee that provides advice to the recipient, USAID will participate as a member of this committee. Advisory committees must only deal with programmatic or technical issues and not routine administrative matters.

3.3.3. Concurrence on the substantive provisions of sub-awards:

The recipient must obtain AO's prior approval for the sub-award, transfer, or contracting out of any work under an award. The term 'sub-awards' includes both sub-agreements and contracts under assistance. Some of the sub-award approval responsibilities may be delegated to the AOR. Please note that any sub-awards (sub-agreements or contracts) to foreign governmental organizations or parastatals of any amount must be approved by the AO and may warrant additional clearances.

3.3.4. Monitor to authorize specified kinds of direction or redirection because of interrelationships with other projects:

Activities will be included in the program description, negotiated in the budget, and made part of the award. Note: the AOR will provide review of the proposed change, and the AO is the only individual who can provide approval for this element of substantial involvement.

3.4. Agency Authority to Immediately Halt a Construction Activity

The AO may immediately halt a construction activity if identified specifications are not met. However, construction activities are not anticipated under the resulting cooperative agreement(s).

4. Authorized Geographic Code

The geographic code for the procurement of commodities and services under this program is 935, any area or country including the recipient country but excluding any country that is a prohibited source.

[END OF SECTION III]

SECTION IV: PROGRAM STATEMENT/DESCRIPTION - OBJECTIVES AND AREAS OF INTEREST

A. BACKGROUND AND OBJECTIVES

This APS is focused on the province of Cabo Delgado. Cabo Delgado is a province with exceptional economic potential, with natural gas discoveries among the world's most significant in the past twenty years, approximately twelve billion barrels. Careful development could transform the economies of Cabo Delgado and Mozambique by allowing the country to become one of the world's leading natural gas exporters. These exports could greatly increase long-term foreign direct investment, tax and revenue, foreign exchange income, infrastructure expansion, and technological transfer, as well as bring significant improvements to citizen's lives in the province. Employment opportunities could grow significantly with natural gas development and its supporting service industries. The Government of the Republic of Mozambique (GRM), the oil and gas extractive companies, and civil society are developing provincial economic development plans. The GRM is utilizing recommendations from the Extractive Industries Transparency Initiative and seeking to 1) make extractives data available, prioritizing transparency of revenues and expenditures; 2) mainstream transparency into law; and 3) engage stakeholders to build trust.

Yet Cabo Delgado has multiple challenges within its socioeconomic and political context that could delay or limit such growth. To maximize employment opportunities identified in Cabo Delgado's development plans, the quality of, and access to education, including technical/vocational and entrepreneurship training, particularly for out-of-school youth, must meet the demands of a large and growing youth population. This is particularly challenging given an observed shortage of teachers combined with the population disruptions in the area. Young men and women in urban areas face exposure to violence, unemployment, and social and economic pressures. Young women in particular also confront low access to education, early marriage, and sexual and gender-based violence.

In addition to these technical challenges, Cabo Delgado experienced a Category 4 Cyclone (Kenneth) in April 2019, the strongest cyclone to ever hit Mozambique, and the only recorded cyclone to hit northern Mozambique. When combined with the effects of Cyclone Idai, which hit central Mozambique a few weeks earlier, the total cost of recovery and reconstruction was estimated to be 3.2 billion U.S. dollars. More than 1.5 million citizens and nearly 3,000 sq km of land were affected. The subsequent flooding also washed out 10 secondary bridges. Additionally, since October 2017 a violent extremist group has carried out nearly 500 attacks¹ throughout the province. The attacks have become increasingly violent, killing approximately 1,500 people, destroying villages, and resulting in the displacement of more than 250,000 people. Many of these internally displaced people (IDPs) are living in larger population centers, creating additional pressures on households, and on local governments to provide

¹ Source: ACLED, Aug. 2020 https://www.google.com/url?q=https://acleddata.com/2020/09/01/cabo-delgado-weekly-24-30-august-2020/?utm_source%3DArmed%2BConflict%2BLocation%2B%2526%2BEvent%2BData%2BProject%26utm_campaign%3D823ddae5b8-EMAIL_CAMPAIGN_2018_09_21_06_50_COPY_01%26utm_medium%3Demail%26utm_term%3D0_26a454684a-823ddae5b8-320428433&sa=D&ust=1599123878069000&usg=AFQjCNFGf43jE-8oHL8OONUlcYCzjAQwZg

support. Together, these crises have acutely undermined the ability of citizens, and the public and private sectors to build a prosperous, inclusive, and self-reliant economy in Cabo Delgado. In response to these challenges, the U.S. Government (USG) is providing funds for this APS to support disaster recovery, reconstruction, and resilience-building efforts in Mozambique, recognizing that improved economic conditions will help the country avoid instability and better respond to recurring natural and man-made disasters.

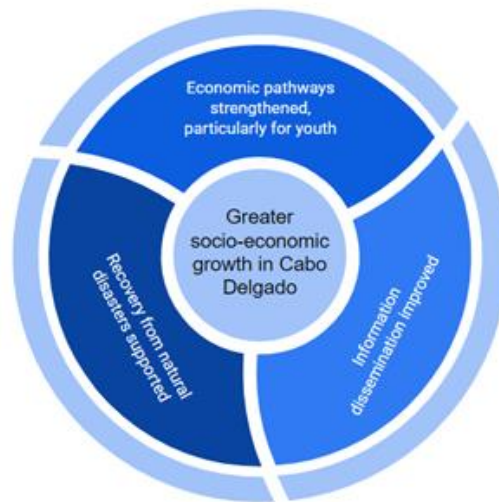
The specific strategic objective of the overall cyclone recovery program is *Strengthened Resilience Among People and Systems* with the result sought: *Quality of Life for Rural Residents of Cyclone-Affected Areas Restored, and Resilience to Withstand Future Shocks Improved*. To achieve this result, USAID seeks to prevent the marginalization and disenfranchisement of vulnerable groups and to help mitigate conditions that threaten the future of Cabo Delgado residents. The overarching objective of the APS is to support improved socio-economic development in Cabo Delgado province through support to existing, new, and underutilized partners that have a presence in Cabo Delgado. The use of new and underutilized partners is in line with USAID objectives to support Mozambique's Journey to Self-Reliance and to work with non-traditional partners. However, given the current security situation in the province, USAID recognizes the challenges that such underutilized partners may face and therefore will consider applications from interested domestic and international organizations that commit to partnering with local organizations.

The activities of the APS should complement ongoing humanitarian activities and USAID/Office of Transition Initiatives (OTI's) Mozambique Community Resilience Program (MCRP, known in Swahili as "Tuko Pamoja"), and other ongoing USAID programs in agriculture, education, and health. Tuko Pamoja currently works in conflict-affected districts in Cabo Delgado and coastal Nampula provinces. Tuko Pamoja partners with local government entities, community leaders, and civil society organizations to increase understanding of violent extremism (VE) and community resilience, empower local change agents to prevent and counter VE, and increase trust and engagement between communities, local government and other key stakeholders.

B. AREAS OF INTEREST AND EXPECTED RESULTS

Through the APS, USAID envisions improving the socio-economic development and recovery of Cabo Delgado Province through one or more of USAID's 'Areas of Interest' graphically portrayed below, to: 1) strengthen economic pathways, particularly for youth, *with an emphasis on agricultural value chains*, and improving youth training and employment systems; 2) promote recovery from natural disasters, and 3) strengthen information sharing platforms.

USAID encourages utilizing the Agency's Positive Youth Development (PYD) approach, which engages youth, along with their families, communities, and/or governments, so that youth are



empowered to reach their full potential to become healthy and productive members of society.² PYD approaches empower youth to build their skills, assets and competencies; foster healthy relationships among and between youth and their communities; strengthen the enabling environment; and transform systems to empower youth. PYD interventions develop “pro-social” youth competencies and behaviors, a clear and positive personal identity, and an optimistic belief in the future. In addition, PYD encourages youth leadership and experiential learning, as well as utilizing adult support and mentorship. Services and opportunities are designed to support young people to develop a sense of competence, usefulness, belonging, and empowerment.

NB: Abbreviations and acronyms are described herein can be found in Annex A. Links to USAID/Mozambique’s youth assessment and gender analysis can be found in Annex B.

Area 1. Strengthening Economic Pathways, Particularly for Youth

USAID seeks to support short and/or longer-term activities that develop and provide economic opportunities, particularly for youth and especially for young women. Special emphasis and priority are placed on economic opportunities within the agricultural value chain (to include not only production, but services, marketing, transport, processing, etc.). USAID also seeks to improve the capacity of workforce development institutions or other youth training and employment systems to provide relevant, demand-driven employment and services.

A core part of ensuring people, especially youth, have greater economic opportunities is equipping them with skills that are relevant to the local economy, yet also transferable to other environments. It is understood that skill building alone will not create economic opportunities for people and must be paired with demand-oriented interventions to create jobs and business opportunities. For example, participants should be supported with basic business management

²https://www.google.com/url?q=https://www.youthpower.org/positive-youth-development-pyd-framework&sa=D&ust=1599206527896000&usg=AFQjCNH8CnCaGHjfswdjW5TH_KGI4SatrA

and entrepreneurship skills, as well as soft skills to assist them to find work and succeed in the labor market. For youth, approaches that incorporate PYD principles and strategies are strongly encouraged, including focusing on building youth's ability for meaningful contributions to, and engagement in, society. Approaches should work through existing community organizations and structures as much as possible, such as commune local development committees, youth councils, or market management committees. Evidence from youth programming in conflict-affected contexts that suggests that youths' desire to be valued and respected in their communities is perhaps an even stronger motivator away from extremism than employment alone.

Because formal employment opportunities in Cabo Delgado are limited, assistance to support development of skilled trades, service provision, marketing, and entrepreneurship are encouraged. For instance, support for business opportunities within the food system will be important (such as marketing and sales, processing, transport, and production within the agriculture and fisheries industries). Illustrative ideas include helping youth and others to engage in commerce, entrepreneurship, business development, and skilled trades, in addition to providing services to improve work readiness and employment support services.

Partnerships with potential employers are encouraged, to create on-the-job training and apprenticeship opportunities, especially related to agriculture, fisheries, skilled trades, and commerce. Additionally, opportunities could be created for youth to connect virtually to other youth, training programs, and businesses in other countries and/or other regions of Mozambique in order to share entrepreneurship and work readiness ideas, and to access computer-based training programs.

Some approaches that have been implemented in other USAID programs include:

- Technical skill building interventions focused on skills that are relevant for existing and future job market needs, after identifying the range of skills needed for local markets as well as for markets outside of target areas (i.e. construction, eco-tourism and hospitality industries)
- Integrating innovative approaches that strengthen youth and women leadership and employability skills
- Supporting integration of youth and women into food systems and agriculture value chain functions
- Supporting income generation projects as well as access to community managed savings and internal credit mechanisms through mentorship and coaching opportunities
- Diversifying opportunities for youth within the agricultural economy, with an emphasis on more lucrative skills and opportunities along the value chain
- Supporting soft skills and other educational outcomes correlated with youth work and entrepreneurship success.

(Note: Soft skills may be more important to success in business and in the workplace than vocational or traditional business training, such as accounting or marketing. Soft skills like “self-starting behavior, innovation, identifying and exploiting new opportunities, goal-setting, and overcoming obstacles” may be more impactful.)

Some of the results/indicators typically used:

- Strengthened transferable skills:
 - Strengthened life skills, soft skills, and functional literacy skills
 - Strengthened entrepreneurial, vocational, business and/or trade skills
 - Strengthened agricultural, natural resources, eco-tourism, and hospitality sector skills
- Number of individuals who have received targeted training
- Number of internships or training employment opportunities
- Increased economic/livelihood opportunities and job creation
- Increased agricultural productivity
- Number of individuals who have applied improved management practices or technologies with USG assistance
- Increased leadership capacity especially for women and youth
- Percentage of participants in programs designed to increase access to productive economic resources who are youth (15-29)
- Value of private sector investment leveraged

Area 2. Supporting Recovery from Natural Disasters

There are large numbers of IDPs in Cabo Delgado as a result of Cyclone Kenneth and violent extremism. Some IDPs may eventually have the opportunity to return to their communities of origin, but it is likely that others may choose to restart their lives and livelihoods in other parts of the province or country. It is also important to note that forced displacement and large population movements have placed additional stressors on communities that are currently hosting IDPs. The majority of IDPs currently live with extended family members, who are responsible for providing basic necessities such as food. These additional stresses have been complicated by the ongoing COVID-19 pandemic, as restrictions to movement and business operations have negatively impacted many households' income.

USAID seeks to support affected people, through short- or longer-term activities, to facilitate their recovery and resilience by supporting diversified livelihood opportunities (especially for agriculture and fisheries, with an emphasis on small and medium producers and processors). Supporting displaced persons is especially important, but in a way that does not create imbalances between IDPs and host communities. Illustrative ideas include activities that support the integration of IDPs into host communities and/or IDPs in resettlement areas, with

skilled trades in construction business services, training in good agricultural practices, improved access to inputs and technologies, post-harvest handling and processing, transport, and marketing. This could include increasing knowledge of skilled trades, entrepreneurship development, private sector engagement, trust in government, as well as reducing the marginalization of vulnerable groups, especially women and children. Activities in this area are expected to lead to more resilient livelihoods.

Some specific examples of types of programs that could complement other USAID programs include:

- Providing agriculture start up kits/recovery kits, combined with technical assistance in good agricultural practices
- Providing a short-term opportunities or internships in the local public or private sector that are linked to business services, construction, agriculture, marketing, or infrastructure development
- Matching grants for business upgrades and investments for small entrepreneurs, creating jobs

It is expected with the “triple whammy” of cyclone/flood, VE, and COVID 19, that new opportunities will arise to supply services to the increased population in urban areas and support IDPs. Some of the potential results of this type of activity—which, for the APS, must be linked to agriculture or education—might include:

- Short-term income opportunities for vulnerable groups including women and children improved
- IDPs integrated in their host communities
- Community resilience and/or recovery from natural disasters and conflict enhanced
- Livelihoods of affected communities re-established
- Development of short- and long-term business opportunities
- Enhanced food security
- Conflict early warning systems established
- Strengthened recovery from conflict and natural disasters
- Enhanced preparedness for natural disasters

Area 3. Improving Information Dissemination

In Cabo Delgado, Internet and telephone communications have not always provided reliable communication due to disruptions caused by natural disasters and the recent conflict. Community radio stations, some of which are independently owned, are one of the only sources of reliable reporting and critically needed to provide information on the conflict and other issues. With nearly 500 print outlets, 95 radio stations (including 65 community radios), 9 TV stations, and 47 online publications nationally, media can play a pivotal role in supporting

livelihoods and security as well as ensuring that citizens have access to the most relevant information. This information can support markets and an understanding about a variety of issues. And communication to the population provides a vehicle to engage the population and provide and obtain meaningful inputs on how the development plans in Cabo Delgado are planned, executed, and overseen.

USAID seeks to support activities that improve dissemination of public service information from local government, donor activities and investments; broadcast economic opportunities; strengthen networks and information-sharing between public and private workforce development actors; and foster civic engagement in service delivery and response to natural disasters.

Illustrative ideas include multipurpose activities that not only support livelihoods but also bolster local media, improving its quality and sustainability, and/or enhancing information accessibility across the province. This area can include improvements to information systems and/or capacity to disseminate information across local governments and civil society, which can foster greater coordination to achieve better informed and better engaged citizens.

Some specific examples that have been implemented in other USAID programs include:

- Supporting journalists and radio stations, one becoming a Model Community station
- Reaching young people and others through radio programming to provide information or solve local problems
- Developing youth centered programs promoting opportunities and best practices in agriculture
- Expanding civic participation and positive youth engagement in local communities
- Spreading messages through religious leaders trained to discuss agriculture and/or education sector messages important to the community's well-being
- Supporting agricultural associations, cooperatives, and growers clubs for communication, group marketing, and sourcing of inputs and services including women and youth.
- Producing a live radio show that is tailored to the specific local context and population, covering themes and storylines (for the APS the programs must focus on agriculture related issues and/or education sector issues)

Some of the potential results/indicators of these types of activities include:

- Improved community response to important issues relates to agriculture, education, resilience, and/or community preparedness
- Improved agricultural economies of scale opportunities i.e. consolidation of goods for sale
- Positive local narratives strengthened

- Access to information expanded
- Dialogue on targeted issues increased

C. GENDER AND OTHER CONSIDERATIONS

Gender

Gender equality and women's empowerment are essential to Cabo Delgado's development plans for a healthy and prosperous economy. Numerous studies and assessments show that women in Mozambique are challenged by human, social, and economic development aspects such as low literacy and a higher ratio of women than men living under the poverty line. New activities need to consider these constraints by ensuring that programming integrates equality between women and men, boys and girls, and empowers women and girls at the onset of project design. Gender equality and female empowerment are to be visibly integrated into how the project is implemented, how it is monitored, and how it is evaluated.

Promoting gender equality, advancing the status of women and girls, and enhancing youth participation is vital to support results. Efforts to achieve results must be grounded in a nuanced understanding of local contexts regarding intergenerational and gender related structural constraints, cultural norms, and power dynamics. Interventions need to be strategically targeted to address specific constraints or opportunities, be concretely specified, and be appropriately monitored to ensure they achieve desired outcomes.

Sustainability

Commitment to sustainability is the ability or commitment to continue the activities after USAID's involvement is completed, or otherwise ensure the results continue beyond the life of the activity. Each concept note should aim to build local capacity and encourage accountability, transparency, decentralization, and the empowerment of communities and individuals. Concept notes that identify promising sustainable approaches that enable local communities and governments to continue activities beyond the life of USAID funding will merit higher ratings in the review.

Youth

Any concept notes, involving youth, should be rooted in a PYD approach, described earlier, which is based on the belief that, "given guidance and support from caring adults, all youth (ages 10-29) can grow up healthy and productive, making positive contributions to their families, schools, and communities." Any proposed activities should include concrete and practical approaches that will not only address the challenges that youth face to accomplish the activity results, but will also involve and support young people in the decision-making, management, and leadership.

[END OF SECTION IV]

SECTION V: APPLICATION PROCESS/ CONCEPT PAPER SUBMISSION INFORMATION

1. Agency Point of Contact

Please contact us by email at APS-CD@usaid.gov.

2. Questions and Answers

Questions regarding this APS should be submitted via email with a subject line of “APS [NUMBER] Questions” to APS-CD@usaid.gov . Any information given to a prospective Applicant concerning this APS will be furnished promptly to all other prospective Applicants as an amendment to this APS if that information is necessary in submitting applications or if the lack of it would be prejudicial to any other prospective Applicant.

Concept Paper submissions must be submitted by email to APS-CD@usaid.gov . Email submissions must include the APS number and applicant’s name in the subject line heading. Round 1 closes by the deadline on the cover page. Concept papers received after this date and time will be considered in subsequent review opportunities, as applicable. Refer to “Concept Paper and Full Application General Submission Procedures”,

Concept Paper submissions must be submitted in accordance with the instructions in the relevant Addendum.

3. CONCEPT PAPER AND FULL APPLICATION GENERAL SUBMISSION

***PLEASE NOTE* ALL ELIGIBLE APPLICANTS MAY SUBMIT A CONCEPT NOTE; HOWEVER, DO NOT SUBMIT A FULL APPLICATION UNLESS REQUESTED TO DO SO.**

USAID will follow a two-phase process in assessing submissions:

PHASE 1: CONCEPT PAPER SUBMISSION AND MERIT REVIEW CRITERIA

a. CONCEPT PAPER CONTENT (*not to exceed 5 pages*) and BUDGET SUMMARY (*not to exceed two pages*)

A Concept Paper is a short document where the Applicant provides an overview of their idea. Applicants are encouraged to use the concept paper template and budget format provided in Annexes 3 and 4.

The Concept Paper must be specific, complete, presented concisely and written in English. The Concept Paper must demonstrate the Applicant’s capabilities and expertise with respect to achieving the objectives.

Based on the activities proposed by the Applicant, the proposed award size and duration must be specified in the Concept Paper. Proposed award duration can be less than or up to 5 years.

Excluding the cover page described below, the Concept Paper must not exceed five (5) pages, using Times New Roman 12-point font, on standard 8.5” x 11” sized paper, and single spaced with no less than one inch margins and pages numbered consecutively. 10 - point font can be used for graphs and charts. Any pages submitted beyond the five-page limit will not be evaluated. Additional documentation, such as annexes, charts and graphs that exceed the five pages will not be reviewed. USAID will not review any information provided in links in the Concept Paper. The Concept Paper should be in either PDF or Microsoft Word format (.docx).

The information for Concept Paper Review Rounds 1 and 2 outlined in the table below is illustrative.

USAID will acknowledge Concept Papers upon receipt; however, USAID will meet to review Concept Papers against merit review criteria, and make Concept Paper selection decisions in rounds as follows:

Concept Papers received by:	USAID selection committee beginning review on or about
Round 1: see the deadline on the cover page	November 2020
Round 2: TBD as Amended	TBD as Amended

Applicants are encouraged to continue to submit concept papers even after this deadline up until the round two deadline.

Other rounds will be scheduled at 4 to 5-month intervals until the end of the APS. This APS will be amended to reflect actual dates if and when any changes are made to the APS.

b. CONCEPT PAPER MERIT REVIEW CRITERIA:

All concept papers received by the deadline stated on the cover page and as revised via amendment of the APS will be reviewed for eligibility and compliance with the instructions for submission prior to evaluation against the merit review criteria listed in this section. The

Agreement Officer will forward to the Selection Committee (SC) those concept papers that are complete and comply with the instructions for submission outlined in Section V of this document. The SC will then conduct a merit review of the concept papers.

The final selection of successful concept papers will be determined by the AO. A concept paper is determined to be successful if it receives a “Pass” based on the merit criteria beneath.

The proposed interventions must directly respond to the areas of interest of this APS or will not be considered. **USAID/Mozambique will evaluate concept papers, with equal weighting between Merit Criteria 1a), 1b), 2, and 3, based on the extent to which they describe how:**

- 1a)** The proposed interventions will directly lead to the meaningful results linked to the areas of interest and the objective of this APS: supporting greater socio-economic growth in Cabo Delgado through: 1) strengthening economic pathways particularly for youth; 2) fostering recovery from natural disasters, with an emphasis on enhancing food security; and/or 3) improving information dissemination;
- 1b)** In addition, for higher value interventions, the technical approach is potentially scalable or provides evidence to support the likelihood of significant development impact and how it will be sustained;
- 2)** The proposed budget is realistic, reasonable, and consistent with the proposed activities and results;
- 3)** The Applicant possesses the necessary organizational and technical capacity to implement the activities effectively.

As part of the review of the concept notes, USAID will confirm whether the type of activity will require a non-categorical exclusion environmental determination, which frequently results in environmental management requirements (mitigation measures) that must be developed, implemented, and monitored over the life of the activity.

USAID, at its sole discretion, reserves the right to review Concept Papers out of cycle.

USAID anticipates two possible results from the Concept Paper merit review process “**Pass**” and “**No Pass**”:

- **Pass** Concept Paper generally satisfies the Concept Paper merit review criteria and receives a “Pass” status. USAID will follow with a request for submission of a full application.
- **No-Pass:** Concept Paper does not satisfy the Concept Paper merit review criteria and received a “No Pass” status. USAID rejects the Concept Paper and the process is ended.

USAID will inform unsuccessful applicants in writing.

PHASE 2: SELECTED APPLICANTS INVITED TO SUBMIT FULL APPLICATION

A full application will be requested based on the consensus reached during Round 2. At this point, USAID will issue a Request for Application (RFA) to the Applicant. The RFA will provide complete instructions for submission of a full application. The full application will detail and expand the concept. The full application also requires the Applicant to complete specific USG forms and to provide additional information that USAID will need to move forward with an appropriate implementing instrument.

Note: USAID reserves the right to award multiple awards or no awards at all through this APS. Available funding will also impact how many awards can be considered.

4. Dun and Bradstreet and SAM Requirements

The information below is required for Phase 2 - Full Application.

Any questions related to this or other sections of this APS can be submitted to USAID at APS-CD@usaid.gov. The deadline for submitting questions for the First Review Opportunity (Round 1) is stated on the Cover Page of this APS.

USAID may not award to an Applicant unless the applicant has complied with all applicable unique entity identifier (DUNS number) and System for Award Management (SAM) requirements. Each Applicant must:

1. Have valid DUNS number for the Applicant and all proposed sub-recipients;
2. Be registered in SAM before submitting its application. SAM is streamlining processes, eliminating the need to enter the same data multiple times, and consolidating hosting to make the process of doing business with the government more efficient (www.sam.gov).
3. Continue to maintain an active SAM registration with current information at all times during which it has an active Federal award or an Application or plan under consideration by a Federal awarding agency.

If your organization does not have a DUNS or is not registered in SAM for Phase 1, please ensure you are registered before Phase 2 application submission. Your application will not be accepted without a DUNS number or SAM registration.

Non-US organizations must also have a NCAGE code which is a five-character alpha-numeric identifier assigned to entities located outside the United States.

The registration process may take many weeks to complete. Therefore, applicants are encouraged to begin the process as early as possible. Non-U.S. Applicants can find additional resources for registering in SAM, including a Quick Start Guide and a video on how to obtain a NCAGE code, on www.sam.gov, navigate to Help, then to International Registrants.

Information on establishing a DUNS number can be found at <http://fedgov.dnb.com/webform>

SAM: Quick Start Guide for New Grantee Registration

https://www.sam.gov/sam/transcript/Quick_Guide_for_Grants_Registrations.pdf

SAM: Quick Start Guide for International Registrants

https://www.sam.gov/SAM/transcript/Quick_Guide_for_International_Entity_Registration.pdf

[END OF SECTION V]

SECTION VI: SAID/MOZAMBIQUE FUNDING DECISION

A pre-award survey will be conducted, if necessary, of Applicants that successfully pass USAID/Mozambique's evaluation process for full applications. The survey will review the organization's financial and administration systems to ensure they meet standards for financial management, program management, property management, procurement, reports and records, and internal controls. If a pre-award survey has been completed for an Applicant within the past five years, then a pre-award survey will not be necessary.

Awards will be administered by USAID/Mozambique.

USAID may request that key personnel of Applicants deemed responsive and eligible deliver an oral presentation describing their proposed technical approach to inform the technical merit review.

The Agreement Officer will engage in final review, negotiation, and determinations of award responsibility, and cost reasonableness, and will draft an assistance mechanism, to be reviewed by the Apparently Successful Applicant. Information regarding possible award provisions will be offered to the applicant, as well as the final award provisions when the award is drafted. USAID reserves the right to accept applications in their entirety or to select only portions of the application to award.

There are reasons why an Applicant may be unsuccessful at the full application phase.

For example:

- The application is not compliant with the request for full application, including (but not limited to) not adequately meeting the Merit Review Criteria;
- The Applicant refuses to sign the necessary certifications and representations, or does not agree to a mandatory provision; and
- USAID has other concerns after conducting due diligence or pre-award surveys.

Consequently, USAID reserves the right to make no award under this APS or at any stage of the process.

For example, if requested to submit a full application, the applicant(s) (unless the Applicant is an individual or Federal awarding agency that is excepted from those requirements under 2 (Code of Federal Regulations (CFRs) 25.110(b) or (c), or has an exception approved by the Federal awarding agency under 2 CFR 25.110(d)), is required to:

- Be registered in SAM (System for Award Management) or have registration enrollment in process before/while submitting its application;
- Provide a valid DUNS (Data Universal Numbering System) number in its application; and

- Continue to maintain an active SAM registration with current information at all times during which it has an active Federal award or an application or plan under consideration by a Federal awarding agency.

USAID will not make a Federal award to an Applicant until the Applicant has complied with all applicable DUNS and SAM requirements and, if an Applicant has not fully complied with the requirements by the time USAID is ready to make an award, USAID may determine that the Applicant is not qualified to receive a Federal award and use that determination as a basis for making a Federal award to another Applicant.

Per 2 CFR Appendix I to Part 200, Full Text of the Notice of Funding Opportunity, Section E.3, USAID informs all potential Applicants:

- That the Federal awarding agency [USAID], prior to making a Federal award with a total amount of Federal share greater than the simplified acquisition threshold, is required to review and consider any information about the applicant that is in the designated integrity and performance system accessible through SAM, currently Federal Awardee Performance and Integrity Information System (FAPIIS) (see 41 U.S.C. 2313);
- That an Applicant, at its option, may review information in the designated integrity and performance systems accessible through SAM and comment on any information about itself that a Federal awarding agency [USAID] previously entered and is currently in the designated integrity and performance system accessible through SAM;
- That the Federal awarding agency [USAID] will consider any comments by the applicant, in addition to the other information in the designated integrity and performance system, in making a judgment about the applicant's integrity, business ethics, and record of performance under Federal awards when completing the review of risk posed by applicants as described in CFR 200.205 Federal awarding agency review of risk posed by Applicants.”

Construction is typically not an allowable activity under this APS. Additional review would be needed, such as relevant risk assessments before the awardee(s) can incur costs for any minor renovation work that does not qualify as construction. Also, USAID does not allow reimbursement of pre-award costs under this APS.

[END OF SECTION VI]

SECTION VII: TERMS AND CONDITIONS

A. FEDERAL AWARD NOTICES

Award of the agreement contemplated by this APS cannot be made until funds have been appropriated, allocated, and committed through internal USAID procedures. While USAID anticipates that these procedures will be successfully completed, potential applicants are hereby notified of these requirements and conditions for the award.

A notice of award signed by the Agreement Officer is the authorizing document for this APS. The notice of award will be provided electronically to the successful applicant's point of contact listed in the full application. Notification will also be made electronically to unsuccessful applicants pursuant to ADS 303.3.7.1.b. USAID may reach out to the applicant with clarifying questions and a request for a revised application by a specified date. USAID reserves the right to award without requesting clarifications or additional detail on an application.

Awards will be administered in accordance with 2 CFR 200, 2 CFR 700, and Standard Provisions for US/Non US organizations as applicable.

B. TYPE OF AWARD

USAID has a number of assistance award types to choose from when providing funds under this APS to Apparently Successful Applicants. The type of award and terms and conditions included therein is based upon the recipient organization type, programmatic factors, and other due diligence matters (including a pre-award risk assessment) determined by the AO (in consultation with the Merit Review Committee (MRC)). Following is a matrix of commonly used awards, their general prescription for use and key characteristics:

Fixed Amount Award: Milestones can be defined; Adequate pricing information is available; Recipient has limited financial and management capacity. Must be a grant – not a cooperative agreement. Advantages for both USAID and the recipient (when used appropriately). Milestones with fixed amounts assigned to each. Focus is on outputs and results, limits risk for both parties. Grantee is paid when USAID concurs the milestone is completed. Minimizes administrative burden on USAID and the grantee since payment is not cost-reimbursement. Assists in building institutional capacity of new grantees.

<https://www.usaid.gov/ads/policy/300/303saj>

Cooperative Agreement: Recipient has adequate financial and management capacity to operate on a cost-reimbursement basis with the USG. Recipient is free to pursue its sponsored program with USAID Agreement Officer Representative (AOR) and AO involved in defined technical areas (referred to as “substantial involvement”). Such involvement may include but is not limited to: approval of annual work plans, approval of key personnel, authority to halt a construction project, and joint collaboration and participation (defined in the award and specific to the project)

<https://www.usaid.gov/ads/policy/300/303saj..>

Cooperative Agreement/ Grant with Adaptive Modules: Recipient has adequate financial and management capacity to operate on a cost-reimbursement basis with the USG and USAID will engage in multiple years/expanded program based on the success of the efforts and program during the initial year of the award.

A grant or cooperative agreement could be set up using a modular construct consists of a series of blocks of work -- modules. Each module stands alone and produces some result -- these results may be administrative or technical, they may be deliverables or simply indicators that the intervention is on the right track. The important point is that the module can be defined by when it starts and when it stops. It can be time based (six months long) or event based (when the materials are ready). Each module is unique -- the type of result, method of measure, and time or event based depends on the needs of that specific module.

This approach can be especially useful in a rapidly changing environment and/or when the approach needs to be tested incrementally. At the conclusion of each module could be a decision point. The data, assessment, stakeholders, recipient, and USAID arrive at that decision point to determine the direction of the subsequent module. During the implementation of the module, there is a parallel assessment, learning, and design modification of the subsequent module going on. Module 2 is designed based on what was learned in Module 1, etc.

Grant: Recipient has adequate financial and management capacity to operate on a cost-reimbursement basis with the USG and a grant is a legal instrument used when the principal purpose is to transfer anything of value (i.e. money, property, or services) to a recipient in order to accomplish a public purpose of support or stimulation authorized by Federal statute. Grants are appropriate when USAID will not be “substantially involved” in selected programmatic elements.

Award Discretion: USAID reserves the right to make or not to make awards under this APS. The actual number of assistance awards, if any, of this APS is subject to the availability of funds and the interests and requirements of USAID/Mozambique as well as the viability of concept papers received. There is no predefined minimum or maximum number of partners or partnerships under this APS.

C. REPORTING REQUIREMENTS

These will be specified at the request for a full application stage.

D. PROGRAM INCOME

Program income may be generated under awards resulting from this APS. Program income for

all award(s) resulting in this APS may be used for cost-sharing or matching in accordance with 2 CFR 200.307(e) for US non-governmental organizations (NGOs) and the Required as Applicable Provision “Program Income” (December 2014) in ADS 303 for non-US NGOs. Program income must be used in a manner allowable under the CFR and ADS references above.

E. INITIAL ENVIRONMENTAL EXAMINATION

Program activities are not likely to result in any direct impact on the environment, except to the extent that they are designed to directly affect the environment such as construction of facilities, water supply systems, waste-water treatment, which are not immediately envisioned through this APS. Per 22 CFR 216.2(2)(c)(2)(i), the APS has received a categorical exclusion.

[END OF SECTION VII]

ANNEX A: ABBREVIATIONS AND ACRONYMS

ADS Automated Directives System

AO Agreement Officer

AOR Agreement Officer's Representative

APS Annual Program Statement

CA Cooperative Agreement

CFR Code of Federal Regulations

DUNS (Data Universal Numbering System)

FAA Fixed Amount Award

FAPIS Federal Awardee Performance and Integrity Information System

GRM Government of the Republic of Mozambique

IDP Internally Displaced Person

MCRP Mozambique Community Resilience Program

MEL Monitoring, evaluation, and learning

MRC Merit Review Committee

NGO Non-governmental organization

NOFO Notice of Funding Opportunity

OAA Office of Acquisition and Assistance

POC Point of Contact

PYD Positive Youth Development

SAM System for Award Management

USAID United States Agency for International Development

USG United States Government

VE Violent Extremism

[END OF ANNEX A]

ANNEX B: HYPERLINKS TO USAID/MOZAMBIQUE YOUTH ASSESSMENT AND GENDER INFORMATION

1. USAID/Mozambique Youth Assessment: CROSS-SECTORAL YOUTH ASSESSMENT
https://pdf.usaid.gov/pdf_docs/PA00X1Q7.pdf
2. USAID/Mozambique Gender Analysis : GENDER ASSESSMENT FOR
USAID/MOZAMBIQUE COUNTRY DEVELOPMENT COOPERATION STRATEGY - -
https://pdf.usaid.gov/pdf_docs/PA00WGW3.pdf

[END OF ANNEX B]

ANNEX C: CONCEPT PAPER FORMAT

Applicants must submit only the information and materials requested with the suggested format specified below.

- Concept Papers may be in English and submitted electronically via e-mail in Word 2000 or Word 2003 text accessible or Adobe PDF. - Concept Papers MUST not exceed five (5) pages, using 1inch page margins with 12 point font and single spacing. USAID will not accept any concept paper that is more than five (5) pages in length. - Clarity and specificity are important as is ensuring that the Concept Paper narrative addresses the criteria outlined in this APS that will be used to review the Concept Paper. During the merit review process, USAID may reject funding for those Concept Papers that are vague or merely restate language found in the APS.

A. Concept Paper Cover Page (not included in five pages) – to the extent possible or applicable, *please complete the following questions below*: [Note that #1-10 shall be submitted as a cover page, not included in the five page limit for the Concept Paper.]

1. Proposed Activity Name/Title: _____

2. Type of Proposed Organization/ Partnership (*from Section II of the APS*):

3. Period of Performance (*i.e., start date and end date*): _____ **4.**

4. Overall Estimate of Funding Requested (*in USDs*): _____

5. Total Amount of Funding Requested from USAID and total amount leveraged (*cost share if applicable*), including from what source(s):

6. Applicant Organization Name: _____

7. Applicant Contact Person (*name, phone, e-mail*):

8. Full Address for Applicant Organization: _____

9. Type of Organization [*please include certification of incorporation*] (*e.g., US, non-US, multilateral, private, for-profit, nonprofit, etc.*) *date of incorporation, etc.*):

10. (If Applicable) Name(s) of Partner(s) Organization(s) (*Applicants name Sub-partners here*): _____

B. Concept Introduction: *(approximately 1 page). Identify the problem your organization will address, linking it to one or more of the APS's focus areas and briefly describe your organization's intervention for tackling this problem. Describe why there is a strategic need for your organization's concept, how it differs from alternatives, and any relevant partner-specific considerations for the problem or solution. Explain how the proposed project supports or relates to the Objective to support Cabo Delgado.*

C. Beneficiaries: *(approximately 1/2 page). Describe the types of benefits the intervention will produce, and the types and range of people who will benefit from this intervention. Was the concept designed with end user input? If applicable, has it been, or can it be, adapted to reach women and men, ethnic and/or religious minorities, and youth? Can the concept be scaled up to reach more people?*

D. Geographic Location: *(approximately 1/2 page). In what sub Cabo Delgado location(s) (e.g., district etc.) is your organization proposing to operate? Describe key elements of, and actors in, the geographic location(s) in which your organization proposes to work. What are the biggest challenges and opportunities? Please provide a brief description of your organization's previous work experience in this geographic location.*

E. Intervention approach: *(approximately one [1] page). Building on the introduction, propose an approach for how this intervention will produce the desired impact in the focus area(s) identified. Briefly describe the critical barrier(s) or problem(s) related to the focus area(s) that your organization's concept addresses. Be sure to include information describing why the approach is creative or innovative, how it is potentially scalable, and evidence to support it as a tested solution or as an intervention likely to have a significant development impact and how it will be sustained.*

F. Intervention results: *(approximately one [1] page). As specifically as possible, describe the anticipated outputs, outcomes, results and/or impact of the proposed intervention. What are the key, quantifiable indicators related to your organization's project's performance or expected performance? What is the scale needed to achieve results sufficient to address the problem? What are the baselines that your organization will measure before the project begins?*

G. (If applicable) Partner roles: *(approximately 1/2 page). Describe and define the role of other entities in the partnership. This must include a description of the leveraged funding, if necessary, or sub-partners. If your organization is not proposing any partners, this section can be empty.*

H. Applicant capacity: *(approximately 1/2 page). Describe organizational capacity – technical, managerial, financial, etc. – to carry out the proposed intervention. What is the business model for your organization’s intervention? Have you worked in this sector previously? If your organization is applying to mentor local and underutilized partners, describe the organization’s credibility within targeted communities, and a demonstrable commitment to addressing the program area(s).*

Signature of authorized individual

[END OF ANNEX C]

ANNEX D: BUDGET TEMPLATE

(i) GENERIC BUDGET SUMMARY TEMPLATE

<i>Cost Line Item</i>	<i>Year 1</i>	<i>Year 2</i>	<i>Year 3</i>	<i>Year 4</i>	<i>Year 5</i>	<i>Total</i>
Salaries and Wages						
Fringe Benefits						
Travel and Transportation						
Training						
Equipment						
Materials and Supplies						
Communications						
Subcontracts/Consultants						
Other Direct Costs						
Sub-Total						

G&A (Indirect Costs) *						
Sub-Total						
Grand Total						

(ii) BUDGET NOTES (Narrative Explaining the Summary Budget)

A. Proposed Estimated Cost and Cost Breakdown (1 page maximum)

Concept note submissions not following this format may not be reviewed by USAID. This Section should include a proposed budget and a summary budget narrative justifying proposed expenses.

If invited to submit one, the Request for Applications will require submission of a detailed budget and narrative.

* Note: A budget should reflect the total cost for the duration of the proposed project. If an organization does not have a General & Administrative (G&A) rate, then costs that normally are included in it should be accounted for as Direct costs.

[END OF ANNEX D]