



Shaping a more livable world.

**USAID Resilience through
Agriculture South Sudan
(RASS) Activity**

**Afex River Camp
Building No. Africa 01
Juba, South Sudan**

**Tel: +(211 923006631, +211 919062099
Email: rass_information@rassactivity.org**

Grants Under Contract

Announcement Type: Request for Application (RFA)
Funding Opportunity Number: RASS-RFA-GUC-001-2022
Issuance Date: April 4th, 2022
Deadline for Submission of RFA: April 15th, 2022
Submit RFA To: rass_procurement@rassactivity.org

To Interested Applicants:

The purpose of this Request for Application (RFA) is to solicit applications for funding. The Resilience through Agriculture in South Sudan (RASS), is a four-year (2021-2025) activity funded by the United States Agency for Development (USAID) and led by prime contractor DAI Global, LLC (DAI). DAI works with partner organizations: CARE International, International Fertilizer Development Center (IFDC), and The Waterfield Design Group, Inc. (WDG). RASS Activity is designed to improve food security and community household recovery and resilience in 13 target counties in South Sudan, reducing their long-term reliance on humanitarian assistance to development and economic growth.

Interested parties may send their applications according to the instructions below and the length of the activity may be up to five and half months. All grants' activities must conclude by September 30th, 2022. Total amount of funding for the RFA is approximately USD 100,000 for all our five priority counties namely Akobo, Wau, Jur River, Budi and Kapoeta North.

Applications outside the mentioned counties will not be considered. Applicants must demonstrate success in managing cultural and political considerations in the proposed focus counties as well as success in addressing DAI RASS development objectives of: strengthening locals systems and community groups' capacities to sustain gender responsive, diversified, and market-sensitive agricultural production; increase availability of, access to, and utilization of diverse, safe, and affordable diets; and expand opportunities for sustainable, locally driven livelihoods.

For the purposes of this project, this RFA is being issued and consists of this cover letter and the following annexes:

- Section A – FUNDING OPPORTUNITY DESCRIPTION
- Section B – AWARD INFORMATION
- Section C – ELIGIBILITY INFORMATION
- Section D – APPLICATION AND SUBMISSION INFORMATION
- Section E – APPLICATION REVIEW INFORMATION

Section F – AWARD AND ADMINISTRATION INFORMATION
Section G – DAI PROJECT CONTACTS
Section H – SIGNING OF GRANT AGREEMENT
Section I – OTHER INFORMATION

Section A – FUNDING OPPORTUNITY DESCRIPTION

(1) Description of the Proposed Project:

Background:

The Resilience through Agriculture in South Sudan (RASS) Activity is a four-year (2021-2025) funded by USAID South Sudan that is led by prime contractor DAI Global, LLC (DAI). RASS works to improve the effectiveness of local systems and strengthen the capacities of community groups to achieve gender-responsive and diversified market-sensitive production; facilitate the production of diverse, nutritious foods by strengthening productivity, reducing food loss, and improving nutrition behaviors; and expand household and community opportunities for sustainable, locally driven livelihoods. These objectives guide the activities to be proposed by the interested parties.

Overall Project Objectives for Year One (2022)

These objectives will be achieved through technology transfer, training, awareness campaigns and innovation. Where appropriate some small-scale community level construction will be implemented to facilitate the attainment of these objectives. It will focus on promoting market driven value chains to enhance incomes of the primary producers including women and men, youth, and people with disabilities.

Specifically, the grants will be used for:

1. Incentivizing agro-dealer development for last-mile input distribution by piloting innovative ways of delivery such as (but not limited to) enabling mobile sales agents, and capacitating community agent models in the first year five counties; Akobo, Wau, Jur River, Budi and Kapoeta North - (estimated at US\$20,000).
2. Facilitation of the youths' access to fishing nets, canoes, and preservation salt to expand the supply of nutritious food in the homestead and sales to the local market in Akobo– (estimated at US\$20,000).
3. Procure and distribute group materials (ledgers, lock boxes, etc.) to all Village Saving and Lending Associations (VSLA) groups and improve their governance strategic activities through activities such as holding regular group meetings and sustainable business plan development– (estimated at US\$5,000).
4. Provision of small businesses and fish associations access to solar-powered cold fish storage units and enhance farm-to market linkages in Akobo County – (estimated at US\$20,000).
5. Provision of in-kind grants to organizations and Micro, Small, and Medium Enterprises (MSMEs) to acquire processing technology, paired with Technical Assistance (TA) to facilitate product diversification of nutritious food (for example., cowpea and groundnut-based flour, peanut butter, banana chips, etc.) – (estimated at US\$20,000).

6. Engaging local organizations and CBOs to deliver the Farming as a Family Business (FaaFB) training program in all the five counties – (estimated at US\$15,000).

Overview:

The grants will be directly linked to and complement RASS objectives while building the capacities of communities.

(2) Administration of Award

Awards to U.S. organizations will be administered in accordance with 2 CFR 200 subpart E, ADS 303 and USAID Standard Provisions for U.S. nongovernmental organizations. For non-U.S. organizations, USAID Standard Provisions for non-governmental organizations would apply.

Applicants may obtain copies of the referenced material at the following websites:
2 CFR 200:

<https://www.ecfr.gov/cgibin/textidx?SID=0A5B7fee6378930dd7&mc=true&node=sp2.1.200.d&rqn=div6>

Standard Provisions for U.S. Nongovernmental Recipients:

<https://www.usaid.gov/sites/default/files/documents/1864/303maa.pdf>

Standard Provisions for Non-U.S., Nongovernmental Recipients:

<https://www.usaid.gov/sites/default/files/documents/1868/303mab.pdf>

Standard Provisions for Fixed Amount Awards to Nongovernmental Organizations:

<https://www.usaid.gov/sites/default/files/documents/1868/303mat.pdf>

SECTION B: AWARD INFORMATION:

1. Estimated Funding Level:

The total grant funding currently available for this RFA is approximately USD 100,000 for a period of up to five and half months. DAI RASS may choose to fully fund or incrementally fund the chosen application(s). DAI expects to award grants based on activities in related locations /counties. The number of awards and amounts of available funding is subject to change:

2. Anticipated start date of this Award and Performance Period.

DAI RASS anticipates the start date of May 15th, 2022, upon award a performance period of up to five months. All grant activities must conclude on or before September 30th, 2022.

3. Award Type:

DAI RASS anticipates awarding in-kind or cash grants (hereafter called Grants Agreement) to fund successful applications submitted in response to this RFA.

SECTION C: ELIGIBILITY INFORMATION:

1. Types of entities that may apply:

Registered Youth organizations, Women Associations, Community Based Organizations (CBOs), Civil Society organizations (CSOs) and Fish Farming Associations, local business players are eligible to apply.

This RFA is issued as a public notice restricted to actors within the activity areas mentioned below and within the respective localities to ensure that all interested and qualified organizations have a fair opportunity to submit applications for funding.

2. Gender

Applicants are strongly encouraged to address gender equality issues in their proposal for grant application.

SECTION D: APPLICATION AND SUBMISSION INFORMATION.

1. Application Process

Applications must be received at DAI RASS Office not later than 14 days after the date of issuance indicated in the cover letter. Applications and modifications thereof shall be submitted in pdf (preferred) or other electronic format to rass_procurement@rassactivity.org at or hard copy to the following address:

**DAI/RASS Office, Afex River Camp, Africa 01 Building, Juba, Central Equatoria State
South Sudan**

2. Late Applications

All applications received by the deadline will be reviewed for responsiveness and programmatic merit according to the specifications outlined in these guidelines and the application format. Section C addresses the evaluation procedures for the applications. Applications which are submitted late or are incomplete run the risk of not being considered in the review process. Award will be made to the responsible applicant(s) whose application(s) offers the best value.

SECTION E: APPLICATION REVIEW INFORMATION.

1. Eligible Organizations:

DAI RASS will consider applications from specified activity actors within the earmarked localities. In addition, applicants should:

- Be legally recognized and registered at relevant government levels. Registration documents- and statues must be submitted.
- Not be affiliated with a political party nor engaged in any political activities.
- Not be focused solely on religious activities.

2. Evaluation Criteria for full Application:

The technical applications will be evaluated in accordance with the technical evaluation criteria set forth below. An award will be made to the responsible Applicants whose

application offers the best value to the U.S. Government, considering both technical and cost factors. Applicants should note that these criteria:

- I. Serve as the standard against which all applications will be evaluated.
- II. Serve to identify the significant matters that Recipients should address in their applications.

All evaluation factors other than cost, when combined are significantly more important than cost. The criteria set forth below are of equal importance and the sub-criteria within each criterion are of equal importance.

A. Technical Approach.

- Demonstrated understanding of the subject content as indicated in the background and overview sections; applicant must also demonstrate how the proposed activities will address the emphasized outcomes using prescribed and illustrative indicators.
- Clear implementation plan as listed in this RFA.
- Collaboration, inclusion and strengthening of local partners. Applications that include local implementing partners will be considered favourably.

B. Project Management & Institutional Capacity.

- Demonstrated institutional capacity to manage (technically, administratively, and financially) a project relevant to RASS. Especially in addressing the objectives of RASS.
- Clear demonstration of how progress and impact will be tracked, measured, and reported with clear and appropriate milestones, expected accomplishments, with measured output and good practices and lessons learned.
- Demonstrated long term experience by key staff in capabilities where appropriate.
- Established and successful institutional presence in the respective geographic counties specified in the RFA.

C. Past Performance.

- Demonstrated performance in (a) achieving results (including concrete developmental results of the project) and (b) implementation of project/activities similar in the scope and breadth, including evidence of adherence to contract schedules and requirements, timely and thorough periodic reporting, forecasting, and controlling costs and quality of products delivered and (c) developing sound project in collaboration fashion.
- Successful institutional track record in implementing activities of similar scope complexity and size.
- A history of reasonable and cooperative behavior open lines of communication; the ability to follow-up on and resolve outstanding issues; and a commitment to customer satisfaction in previous donor-funded activities similar in the scope and activity.

SECTION F: AWARD AND ADMINISTRATION INFORMATION

- I. Post-Selection Information:

Following selection of an awardee, DAI RASS will inform the successful applicant concerning the award. A notice of award signed by DAI RASS' Chief of Party is the official authorization document, which DAI RASS will provide either electronically or in hard copy to the successful applicant's main point of contact.

DAI RASS also will notify unsuccessful applicants concerning their status after selection has been made.

II. General Information on Reporting Requirements:

Project implementation reporting will be determined based on the outcome of the collaborative finalization of the planned project and the delineation of roles and responsibilities. An annual performance monitoring and evaluation plan, using established baseline data and specific, measurable targets and indicators will also be agreed upon. Financial reporting will be in accordance with the requirements of the obligating document.

SECTION G: DAI RASS PROJECT CONTACTS.

The points of contact for this RFA and any questions during the RFA process are:

1. Name: Nyetete John Kennedy
Email: john_nyetete@rassactivity.org
Telephone: +211 (0) 920 009 065
2. Nelson B. Ojanji
Email: nelson_ojanji@rassactivity.org
Telephone: +211 (0) 928 669 637
3. Kepa Dima
Email: kepa_dima@rassactivity.org
Telephone: +211 (0) 925 377 250

Any prospective applicant desiring an explanation or interpretation of this RFA must request it in writing by the date listed on the cover letter to allow a reply to reach all prospective applicants before the submission of their applications. Oral explanations or instructions given before award of grant will not be binding. Any information given to a prospective applicant concerning this RFA will be furnished promptly to all other prospective applicants as an amendment of this RFA, if that information is necessary in submitting applications or if the lack of it would be prejudicial to any other prospective applicants.

SECTION I: Signing of Grant Agreements

Upon USAID concurrence of the applicant, a Grant Agreement will be prepared. After DAI RASS and the successful applicant have signed the Grant Agreement, DAI RASS will provide training on financial management and reporting on grant funds. All reporting and contractual obligations will be explained to the grant recipients, before receiving the first grant installment.

SECTION I: OTHER INFORMATION.

Issuance of this RFA does not constitute an award or commitment on the part of DAI RASS, nor does it commit DAI RASS to pay for costs incurred in the preparation and submission of an application.

DAI RASS reserves the right to fund any or none of the applications submitted. Further, DAI reserves the rights to funds any or none of the applications submitted. Further, DAI RASS reserves the right to make no awards as a result of this RFA.

Thank you for your interest in USAID-RASS (Resilience Through Agriculture in South Sudan

Sincerely,

Itai Makanda
Chief of Party
DAI/RASS Activity

Table of Contents

Section A – Grant Application Instructions	9
1. Application Procedure.....	9
A. Completion and submission of applications	9
B. Preparation Instructions – Technical.....	9
C. Preparation Instructions – Financial and Administrative Documentation.....	9
6. Data Universal Numbering System (DUNS): <i>RESERVED</i>	10
B. Special Grant Requirements: <i>RESERVED</i>	10
Annex 3: Application Form	12
Annex 4: Workplan- <i>RESERVED</i>	15
Annex 6: CV Form and BioData Form- <i>RESERVED</i>	16
Annex 7: Financial Capability Questionnaire- <i>RESERVED</i>	20
Annex 10: Application Checklist.....	24

Section A – Grant Application Instructions

1. Application Procedure

A. Completion and submission of applications

Eligibility Requirements

This will be restricted Grants Under Contract based on activity, locality, and targeted recipients.

Restricted competition based on the activity, targeted recipients, and targeted locality i.e., competition will be among the players of the activity, among targeted recipients and among players in the targeted locality

Application Submission Requirements

- Applications must be submitted in electronic form through the below email
- Applications must include (*adjust as necessary*):
 - Completed Application Form
 - Business registration certificate at county level

Deadlines

B. Preparation Instructions – Technical

Applications submitted in response to this RFA must include the following information:

1. **Project Description:** According to the activity the applicant intends to take.
2. **Monitoring (Results and Benchmarks):** The applicant should define, to the maximum extent possible at the application stage, results, and benchmarks for monitoring the performance towards attainment of program objectives.
3. **Sustainability:** The applicant should describe how the project, or its benefits will continue after grant funding ends.
4. **Personnel.** RESERVED
5. **Applicant Capability:** Each application shall include information that demonstrates the applicant's expertise and ability to meet or exceed the goals of this activity.
6. **Past Performance:** Per the activity the applicant intends to undertake.
7. **Budget:** RESERVED
8. **Cost Sharing Contribution:** RESERVED
9. **Other material:** Material to support any past business experience

C. Preparation Instructions – Financial and Administrative Documentation

1. Completed Budget. *RESERVED*
2. Completed Financial Capability Questionnaire, *RESERVED*
3. Documentation that the applicant has the ability to comply with the award conditions, taking into account all existing and currently prospective commitments of the applicant.

4. Documentation that the applicant has a satisfactory record of integrity and business ethics. *RESERVED*
5. Depending on size, type, and complexity of the grant, the following may also specifically be requested at this stage: *RESERVED*
6. Data Universal Numbering System (DUNS): *RESERVED*

B. Special Grant Requirements: *RESERVED*

Restrictions: The Grant Funds provided under the terms of this Agreement shall not be used to finance any of the following:

1. Goods or services which are to be used primarily to meet military requirements or to support police or other law enforcement activities,
2. Surveillance equipment,
3. Equipment, research and/or services related to involuntary sterilization or the performance of abortion as a method of family planning,
4. Gambling equipment, supplies for gambling facilities or any hotels, casinos, or accommodations in which gambling facilities are or are planned to be located,
5. Activities which significantly degrade national parks or similar protected areas or introduce exotic plants or animals into such areas, or
6. Establishment or development of any export processing zone or designated area where the labor, environmental, tax, tariff, and/or safety laws of the country in which such activity takes place would not apply.
7. Pharmaceuticals,
8. Pesticides,
9. Logging equipment,
10. Luxury goods (including alcoholic beverages and jewelry),
11. Establishing or expanding any enterprise that will export raw materials that are likely to be in surplus in world markets at the time such production becomes effective and that are likely to cause substantial injury to U.S. producers,
12. Activities which would result in the loss of forest lands due to livestock rearing, road construction or maintenance, colonization of forest lands or construction of dams or other water control structures,
13. Activities which are likely to have a significant adverse effect on the environment, including any of the following (to the extent such activities are likely to have a significant adverse impact on the environment):

- i.) Activities which may lead to degrading the quality or renewability of natural resources.
 - ii.) Activities which may lead to degrading the presence or health of threatened ecosystems or biodiversity.
 - iii.) Activities which may lead to degrading long-term viability of agricultural or forestry production (including through use of pesticides).
 - iv.) Activities which may lead to degrading community and social systems, including potable water supply, land administration, community health and well-being or social harmony.
14. Activities which are likely to involve the loss of jobs in the United States due to the relocation or expansion outside of the United States of an enterprise located in the United States, or
 15. Activities which the Grantee is aware are reasonably likely to contribute to the violation of internationally or locally recognized rights of workers,
 16. Activities to support the production of agricultural commodities for export from Malawi when such commodities would directly compete with exports of similar United States agricultural commodities to third countries and have a significant impact on United States exporters.

Annex 3: Application Form

Annex 3

APPLICATION FORM

I. THE APPLICANT

1. Name of applicant

(please include also acronyms, if any)

2. Address of applicant

(please include official address as well as postal address)

Official address:

Postal address:

3. VAT registration number

(if applicable)

4. Telephone

5. Fax

6. E-mail

7. Web site

8. Contact person

II. PROJECT INFORMATION

1. Title of proposed project

2. Location and duration

Location: [city], [county]

Duration: ____ months, from [month] [year] to [month] [year]

3. *OPTIONAL*: Partners involved in the project – *Use if appropriate*

(Please list all partner organizations involved in the project; insert as many lines as necessary)

NAME OF PARTNER	ROLE IN THE PROJECT	CONTACT DATA
		Official address: Phone and fax:

		E-mail: Contact person:
		Official address: Phone and fax: E-mail: Contact person:

III. PROJECT DESCRIPTION ADJUST THIS ENTIRE SECTION AS NECESSARY

I. Project summary

(Please provide a brief summary of your project and any necessary background information; the summary must be no more than 2 pages and should clearly address what your project will accomplish, in addition to why and how it will be implemented.)

2. Project goal, activities and results

(Please provide accurate and detailed information, no more than 2 page.)

- a) How will the project state goal to be achieved or rephrase as appropriate_____?
- b) What are the specific activities that you will undertake?
- c) What are the specific expected results that your project will bring about?

3. *OPTIONAL: Beneficiaries - Revise as appropriate*

-
- a) How many people will directly benefit from your project? Please describe who these beneficiaries will be (e.g. age, gender, and other commonalities).
 - b) If applicable, describe how you will serve the needs of youth, women, or other underserved groups.

4. Cost share *RESERVED*

(Explain the cost share to the project in terms of type of contribution and value.)

5. Monitoring and evaluation

- a) How will you know that your project was successfully implemented? What criteria will you use to measure the achievements of your project?
(Please include the tools you will use to monitor project activities and evaluate project results)

6. Sustainability

- a) Describe how the activities in your project will be sustained after funding ends. How will the activities or results of your project continue?

7. Project activity schedule and timeline (work plan)

(Based on the activities listed in section III.2(b) above, please fill in the work plan using the template provided in Annex 4)

IV. PROJECT TEAM: *RESERVED*

V. APPLICANT CAPABILITY AND PAST PERFORMANCE

Certificate of operation for the last 2 years in the very location.

VI. PROJECT BUDGET: *RESERVED*

VII. STATEMENT OF LIABILITY

I, the undersigned, being the person responsible in the applicant organization for this project, certify that the information given in this application is true and accurate.

Name and surname:	
Position:	
Signature & stamp:	
Date and Place:	

Annex 4: Workplan-*RESERVED*

Name of applicant:

ANNEX 4

Insert desired workplan format here

Annex 6: CV Form and BioData Form-*RESERVED*

Curriculum Vitae-RESERVED

Proposed position in the project:

Name (First, Middle, Last):

Citizenship:

Education:

Name and location of institution	Major(s) or Degree(s) obtained:

Language proficiency – indicate proficiency on a scale of 1 (poor) to 5 (native):

Language	Reading	Speaking	Writing

Membership of NGOs or other professional bodies:

Key skills and qualifications relevant to the project (e.g., computer literacy, etc.):

Employment history:

	Dates of employment	Short description

Position Title	Employer's name and address	From (month, year)	To (month, year)	of tasks performed

Other relevant information: (e.g., publications, seminars/courses etc.):

Insert EBD form

Annex 7: Financial Capability Questionnaire-RESERVED

SECTION A: General Information

SECTION B: Internal Controls-RESERVED

SECTION C: Fund Control and Accounting Systems- RESERVED

SECTION D: Audit

The grant provisions require recipients to adhere to USAID regulations, including requirements to maintain records for a minimum of three years to make accounting records available for review by appropriate representatives of USAID or DAI, and, in some cases, may require an audit to be performed of your accounting records. Please provide the following information on prior audits of your institution.

1. Is someone in your business familiar with U.S. government regulations concerning costs which can be charged to U.S. grants (2 CFR 200 Subpart E "Cost Principles")?

Yes:

No:

2. Do you anticipate that your business will have other sources of U.S. government funds during the period of this grant agreement?

Yes:

No:

3. Have external accountants ever performed an audit of your institution's financial statements?

Yes:

No:

If yes, please provide a copy of your most recent report.

4. Does your business have regular audits?

Yes:

No:

If yes, who performs the audit and how frequently is it performed?

5. If you do not have a current audit of your financial statements, please provide this office with a copy of the following financial statements, if available: **RESERVED**

CHECKLIST AND SIGNATURE PAGE

DAI requests that your business submit a number of documents along with this completed questionnaire. Complete this page to ensure that all requested information has been included.

Complete the checklist:

- Copy of your organization's most recent audit is attached.
- If no recent audit, a "Balance Sheet" "Income Statement" for the most current and previous fiscal year.
- All questions have been fully answered.

An authorized individual has signed and dated this page.

Optional:

- Incorporation Papers or Certificate of Registration and Statute is attached.
- Information describing your institution is attached.
- Organizational chart, if available is attached (if applicable).

The Financial Capability Questionnaire must be signed and dated by an authorized person who has either completed or reviewed the form.

Approved by:

Print Name

Signature

Title

Date _____

Annex 8: Instructions for Obtaining a DUNS Number - DAI'S Vendors, Subcontractors and Grantees; *RESERVED*

Annex 9: Self Certification for Exemption from DUNS Requirement. *RESERVED.*

Annex 10: Application Checklist

Before submitting your application, please check to make sure the following are included:

- The application dossier is comprised of original and copies of all documents
- If applicable:* The application is submitted also in electronic format
- Applicable certifications and assurances are signed and included (see Annex 2)
- If applicable:* The workplan is included (Annex 4)-**RESERVED**.
- Budget is included-**RESERVED**.
- If minimum cost-share required include the following:* In the budget, the applicant's contribution is identified and is at least _____% of total project costs-**RESERVED**.
- The CVs and BioData Forms are included (Annex 6)-**RESERVED**.
- The statement of liability is signed and stamped (last page of application form – Annex 3)
- Completed Financial Capability Questionnaire (Annex 7)
- Audited Financial Reports: Copy of the applicant's most recent financial report, which has been audited by a certified public accountant or other auditor satisfactory to DAI RASS. If no recent audit, a "Balance Sheet" and "Income Statement" for the most current and previous fiscal year.)-**RESERVED**
- Incorporation Papers or Certificate of Registration and Statute in the locality.
- Organizational Chart-**RESERVED**
- Documentation that the applicant can comply with the award conditions, taking into account all existing and currently prospective commitments of the applicant. The applicant must demonstrate its ability to segregate funds obtained from the award of a capital grant from other activities of the organization. A separate bank account is required should a grant award be made. (Documentation may include certification from the applicant's bank or a summary of previous awards, including type of funding, value, client, etc.)
- Documentation that the applicant has a satisfactory record of integrity and business ethics. (Documentation may include references from other donors or clients and a summary of previous awards, including type of funding, value, client, etc.)-**RESERVED**
- Evidence of a DUNS Number or a Self-Certification for Exemption from DUNS Requirement. **RESERVED**