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Deadline for Question: December 15, 2022 16:00 Addis Ababa Local Time
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Closing Time: 16:00 Addis Ababa Local Time

Subject: Notice of Funding Opportunity (NOFO) Number: 72066323RFA00002

Program Title: Feed the Future Ethiopia Community Nutrition Activity

Federal Assistance Listing Number: 98.001

Dear Prospective Applicants:

The United States Agency for International Development (USAID), represented by USAID/Ethiopia, is seeking applications for a cooperative agreement from qualified entities to implement the **Feed the Future Ethiopia Community Nutrition Activity**. Eligibility for this award is not restricted.

USAID intends to make an award to the applicant(s) who best meets the objectives of this funding opportunity based on the merit review criteria described in this NOFO subject to a risk assessment. Eligible parties interested in submitting an application are encouraged to read this NOFO thoroughly to understand the type of activity sought, application submission requirements and selection process.

To be eligible for award, the applicant must provide all information as required in this NOFO and meet eligibility standards in Section C of the NOFO. This funding opportunity is posted on www.grants.gov, and may be amended. It is the responsibility of the applicant to regularly check the website to ensure they have the latest information pertaining to this NOFO and to ensure that it has been received from the internet in its entirety. USAID bears no responsibility for data errors resulting from transmission or conversion process. If you have difficulty registering on www.grants.gov or accessing the NOFO, please contact the Grants.gov Helpdesk at 1-800-518-4726 or via email at support@grants.gov for technical assistance.

USAID may not award to an applicant unless the applicant has complied with all applicable unique entity identifiers and System for Award Management (SAM) requirements detailed in Section D.6.g. The registration process may take many weeks to complete. Therefore, applicants are encouraged to begin registration early in the process.

Please send any questions to the point(s) of contact identified in Section D. The deadline for questions is shown above. Responses to questions received prior to the deadline will be furnished to all potential applicants through an amendment to this notice posted to www.grants.gov.

Issuance of this NOFO does not constitute an award commitment on the part of the Government nor does it commit the Government to pay for any costs incurred in preparation or submission of comments/suggestions or an application. Applications are submitted at the risk of the applicants. All preparation and submission costs are at the applicants' expenses.

Thank you for your interest in collaborating with USAID.

Sincerely,

//Signed CO Signature on file//

Alula Abera
Agreement Officer
USAID/Ethiopia Office of Acquisition & Assistance

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SECTION A: PROGRAM DESCRIPTION

This funding opportunity is authorized under the Foreign Assistance Act (FAA) of 1961, as amended. The resulting award will be subject to 2 CFR 200 – Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, and USAID’s supplement, 2 CFR 700, as well as the additional requirements found in Section F.

Note: The term “program” as used in 2 CFR 200 and this NOFO is typically considered by USAID to be an Activity supporting one or more Project(s) pursuant to specific Development Objectives. Please see 2 CFR 700 for the USAID specific definitions of the terms “Activity” and “Project” as used in the USAID context for purposes of planning, design, and implementation of USAID development assistance.

1. TITLE

Feed the Future Ethiopia Community Nutrition Activity.

2. INTRODUCTION

Feed the Future Ethiopia Community Nutrition Activity, from here on known as “Activity” is designed to address the public purpose of improving nutritional outcomes through evidence-based and theory-grounded interventions. The overall goal of this activity is to improve the nutritional status of women and children through improving appropriate nutritional practices and utilization of nutrition services in the communities.

This activity will focus its support primarily at community level to ensure that the citizens can effectively act to improve their nutrition status. It will enhance USAID’s effort to integrate and layer development activities within certain geographic areas. These sectors include Health, Agriculture, Food Security, WASH, Education, and Gender, Youth and Social Inclusion (GYSI). The Activity will have a hundred percent geographical overlap with Feed the Future Ethiopia Food and Agriculture System Transformation (FAST) Activity, which will focus on the nutrition sensitive approaches while this activity will mainly focus on nutrition specific approaches and multi sectoral-multi stakeholder coordination. In addition, there will be substantial geographical overlap and technical linkage with other USAID activities as described later in this document. The Recipient is expected to coordinate with other implementing partners (on a woreda-by-woreda basis) from other sectors. Coordination includes sharing of annual work plans, coordination of resources where it is cost-effective, and coordinated reporting to local government officials (e.g., woreda and regional administrators).

The Activity will support the communities and health sector actors to improve appropriate nutritional practices and increase utilization of quality health and nutrition services, with an overall goal to improve nutritional status of women and children. It will support USAID Ethiopia’s 2019-2024 Country Development Cooperation Strategy (CDCS) Development Objective (DO) 4: Sustained improvement in essential service delivery outcomes, focused on women and girls. The Activity is aligned with the GOE’s multisectoral Food and Nutrition Policy and its National Food and Nutrition Strategy. On the ground, it will remain aligned with GOE

health sector’s priorities and goals outlined in the first Health Sector Transformation Plan (HSTP) 2015-20 and the current HSTP-II 2020-25.

The Activity will operate in the Feed the Future Zone of Influence (FTF ZOI) in Ethiopia, divided into five clusters – Northern, Lake Tana, Southern, Jimma and Lowland Woredas (Figure-1).

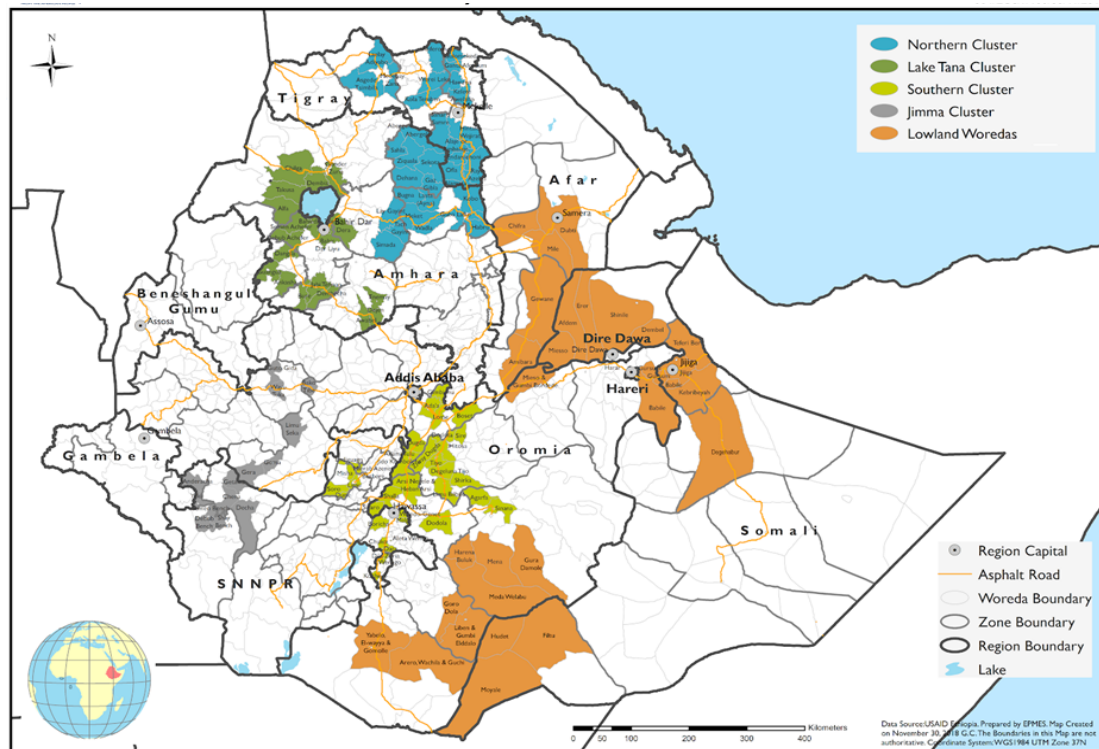


Figure 1 – USAID/Ethiopia Feed the Future Zone of Influence Map

3. OBJECTIVE

As described in this NOFO, the Activity is intended to foster appropriate nutritional practices in households and communities and increase demand for nutrition services from the community-based health facilities i.e., health posts, health centers and primary hospitals, and Health Extension Workers (HEWs). The Activity will also improve quality of services delivered from the health facilities and strengthen coordinated implementation of nutrition intervention from different sectors. The interventions will have a strong focus on the first thousand days of life, the critical window of opportunity to have greater nutritional impact.

This Activity is critical to the achievement of USAID/Ethiopia’s CDCS DO, as mentioned above, and responds directly to Intermediate Result (IR) 4.4: Utilization of quality health and nutrition services increased; and supports IR 4.5: Health and nutrition systems strengthened for greater self-reliance.

With an overall objective of improving appropriate nutritional behavior and utilization of nutrition services, this activity will have the following specific objectives:

- Improve nutritional practices and demand for services at the community level
- Improve quality of nutrition services at the community level
- Improve capacity for coordination among the nutrition stakeholders across sectors

The Activity will build on prior USAID investments in Ethiopia, such as Growth through Nutrition, Communication for Health (C4H), Transform: Primary Health Care (TPHC) and Transform: Health in Developing Regions (THDR); and align with the activities under Empowered Communities for Better Health (ECBH) project.

4. BACKGROUND AND PROBLEM STATEMENT

4.1 Country Context

With over 112 million people, Ethiopia is Africa's second most populous country. Despite a Gross Domestic Product (GDP) growth of 8.4% percent in 2019 and 6.1% in 2020¹ during the Coronavirus Disease-19 (COVID-19) pandemic, Ethiopia still ranks as one of the poorest countries, with a per capita annual income of \$890². In 2020, inflation reached 20.6% due to the pandemic and other economic factors. Ethiopia aims to reach lower-middle-income status by 2025³; however, the escalation of conflict in multiple regions during 2021 is having significant negative impacts on the economy. Ethiopia has a total of eleven regional states and two chartered cities, Addis Ababa and Dire Dawa. The regions were formed based on ethnicity and language and vary widely in area and population. Based on the 2019 Human Development Index (HDI)⁴, the regions and cities in Ethiopia have substantial differences, and Addis Ababa had the highest score of 0.722 while Afar had the lowest at 0.428⁵.

4.2 Nutrition Context

Ethiopia has had remarkable success in reducing the child stunting rate from 58 to 37 percent between 2000 and 2019; however, gains have been insufficient until now to meet the global World Health Assembly (WHA) target by 2025⁶. Many targets in Ethiopia's second National Nutrition Program (NNP-II) were not attained as planned by 2020. The 2019 Ethiopia Mini Demographic and Health Survey (EMDHS) shows a 37% stunting rate against a 26% target; 59% exclusive breastfeeding rate against an 80% target; and only 11% children of 6-23 months receive the Minimum Acceptable Diet (MAD) against a 35% target. The underweight rate among the

¹ The World Bank data: <https://data.worldbank.org/indicator/NY.GDP.MKTP.KD.ZG?locations=ET>

² The World Bank data for 2020: <https://data.worldbank.org/indicator/NY.GNP.PCAP.CD?locations=ET>

³ Ethiopia Economic Update II - Laying the Foundation for Achieving Middle Income Status (June 2013): <https://documents1.worldbank.org/curated/en/885721468031488091/pdf/785010Revised00Box0379884B00PUBLIC0.pdf>

⁴ Human Development Index (HDI) is a summary measure of average achievement in key dimensions of human development: a long and healthy life, being knowledgeable and having a decent standard of living

⁵ Global Data Lab – Human Development Indices:

https://globaldatalab.org/shdi/shdi/ETH/?levels=1%2B4&interpolation=1&extrapolation=0&nearest_real=0&years=2019

⁶ Global Nutrition Targets 2025 - Policy Brief Series: <https://apps.who.int/iris/rest/bitstreams/665585/retrieve>

Ethiopian children is 21% while wasting is 7%, with 1% suffering from severe wasting across the country⁷.

Substantial variation in nutritional status exists among Ethiopia's different regions. As per the 2019 EMDHS, the stunting rates in the Afar, Amhara, Benishangul Gumuz and Tigray regions remain very high in exceeding 40%, while albeit still problematic, rates are lower in other regions such as 17.6% in Gambella and 13.9% in Addis Ababa. On the other hand, the Somali region has the highest wasting rate (21.4%) followed by Afar (13.5%) and Gambella (13.1%). Afar, Benishangul-Gumuz, Somali, and Tigray regions have child underweight rate above 30%⁸.

Regarding women's nutrition, the 2016 Ethiopian Demographic and Health Survey (EDHS) shows that 22% women of reproductive age are thin (Body Mass Index - BMI below 18.5), against the 16% NNP-II target by 2020. Around 29% of the adolescent girls aged 15-19 were thin and 20% were anemic⁹. Nutrition service coverage in Ethiopia's health system has increased in recent years under the NNP-II; however, it has not been sufficient to meet the targets and varies regionally. For example, Growth Monitoring and Promotion (GMP) coverage is 55% against an 80% target, and iron supplementation during pregnancy is 11% against 40% respectively. Furthermore, no significant programming currently exists to address adolescent nutrition, which remains a critical gap across the country.

Nutrition interventions from different sectors, including health, were seriously challenged last year due to the COVID-19 pandemic and security issues stemming from the Northern Ethiopia conflicts in the Afar, Amhara and Tigray regions. By all accounts, Ethiopia's nutritional situation has deteriorated. Multisectoral nutrition coordination and governance in Ethiopia is also still a challenge. A recent stakeholder consultation process¹⁰ showed that cross-sectoral coordination and collaboration engaging different actors are weak. Subnational capacity for multisectoral coordination, program management, and data use for decision-making are poor. Serious lack of ownership and leadership prevails at regional to woreda levels, which affects community-based nutrition services.

For the Agriculture sector, progress tracking under NNP-II started in 2019, and most indicators for nutrition-sensitive interventions showed a positive trend. Targets for fruit nursery sites, household poultry production, and nutrition corners at farmer training centers were achieved and exceeded by a large margin for the most part. Water, Sanitation and Hygiene (WASH) and nutrition are inextricably interlinked; therefore, WASH practices have significant impact on the nutrition situation. In Ethiopia, approximately 69% households have access to safe drinking water and only 20% of households were using an improved toilet¹¹. In 2018, Ethiopia approved its Food

⁷ Ethiopian Public Health Institute (EPHI) [Ethiopia] and ICF. 2021. Ethiopia Mini Demographic and Health Survey 2019: Final Report. Rockville, Maryland, USA: EPHI and ICF.

⁸ Ethiopian Public Health Institute (EPHI) [Ethiopia] and ICF. 2021. Ethiopia Mini Demographic and Health Survey 2019: Final Report. Rockville, Maryland, USA: EPHI and ICF.

⁹ Central Statistical Agency (CSA) [Ethiopia] and ICF. 2016. Ethiopia Demographic and Health Survey 2016. Addis Ababa, Ethiopia, and Rockville, Maryland, USA: CSA and ICF.

¹⁰ [Nutrition Stakeholder Consultation - Summary Report, May 2021](#)

¹¹ Ethiopian Public Health Institute (EPHI) [Ethiopia] and ICF. 2021. Ethiopia Mini Demographic and Health Survey 2019: Final Report. Rockville, Maryland, USA: EPHI and ICF.

and Nutrition Policy (FNP) and recently endorsed its National Food and Nutrition Strategy (FNS) to operationalize the FNP, which will establish the proposed Food and Nutrition Council (FNC) to facilitate both national and subnational multisectoral coordination and collaboration. The FNC will be based in the Prime Minister's Office at the federal level, in the President's Office in each region, and in similar platforms at the zonal and woreda levels.

4.3 Health System

The Ministry of Health (MOH) provides nutrition services as a part of a comprehensive package of health services, delivered through a three-tier public health system: primary, secondary and tertiary care. Primary care includes primary hospitals, health centers (HCs), and health posts (HP). The rural primary health care unit (PHCU) consists of one HC, with five satellite HPs in the rural area with a catchment population of 15,000–25,000 people and provides all essential health services. The HPs are designed to serve a catchment population of 3,000–5,000, with two health extension workers (HEW), who deliver a package of 18 services including the nutrition services. Approximately 90 percent of Ethiopia's population obtain health services at the PHC level, which serves rural populations and the urban poor. Primary hospitals serve a catchment population of between 60,000 and 100,000 and are managed by district level health authorities. Secondary care is delivered by general hospitals with a catchment population of 1.5 million and overseen by regional health bureaus. Tertiary care is provided by specialized hospitals with a catchment population of approximately 5 million people and with regional and federal oversight¹².

The health sector's priorities and goals were outlined in the first Health Sector Transformation Plan (HSTP) 2015-20 and the current HSTP-II 2020-25. While the key Reproductive, Maternal, Newborn and Child Health (RMNCH) indicators showed an overall positive trend during this time, progress in newborn health and nutrition stagnated. Between 2005 and 2016, the maternal mortality rate declined by 39 percent to 412 per 100,000 live births. Under-five mortality rate dropped from 123 to 59 per 1,000 and use of modern family planning (FP) methods increased from 14 to 41 percent. However, newborn mortality increased from 29 percent in 2016 to 33 percent in 2019 indicating the need for priority focus on newborn health^{13,14}.

More than 90% of the public primary hospitals and HCs offer nutrition services, such as malnutrition screening, vit-A supplementation, growth monitoring etc. In contrast, less than 80% of HPs offer such services. Additionally, for all types of health facilities, iron supplementation is less available compared to other services. The availability is similar for treatment of pneumonia, diarrhea and malaria that have a huge impact on the nutritional status¹⁵.

¹² Improving Health System Efficiency, Ethiopia Human Resources for Health Reforms, World Health Organization 2015. https://apps.who.int/iris/bitstream/handle/10665/187240/WHO_HIS_HGF_CaseStudy_15.6_eng.pdf

¹³ Central Statistical Agency (CSA) [Ethiopia] and ICF. 2016. Ethiopia Demographic and Health Survey 2016. Addis Ababa, Ethiopia, and Rockville, Maryland, USA: CSA and ICF.

¹⁴ Ethiopian Public Health Institute (EPHI) [Ethiopia] and ICF. 2021. Ethiopia Mini Demographic and Health Survey 2019: Final Report. Rockville, Maryland, USA: EPHI and ICF.

¹⁵ Services Availability and Readiness Assessment (SARA) - 2018 Final Report. Ethiopian Public Health Institute, Federal Ministry of Health, Ethiopia.

The MOH initiated Quality of Care (QOC) improvement initiatives at the health facilities, but the implementation of service quality standards is not yet complete. QOC improvements will require meeting critical facility readiness indicators including competent, motivated health providers, community-facility referral systems across multiple service levels, etc.

4.4 Gender Inequality

Major challenges to addressing nutrition in Ethiopia are women's access and control over household resources, time, knowledge, food insecurity, and traditional beliefs about practice. Since women in Ethiopia are the primary preparers of household food, it is important to address their challenges. Global evidence clearly demonstrates that empowering women is central to tackling malnutrition, without which the effectiveness of nutrition programming will be compromised^{16, 17}.

4.5 Problem Statement

Despite significant progress in the past two decades, women, children and adolescent girls still suffer from high rates of malnutrition, especially in the rural areas. Learning from the previous programming, national surveys and research findings, and stakeholder consultations show poor nutritional practices at the household level and low utilization of health and nutrition services. This is largely due to poor knowledge and inadequate access to relevant, culturally appropriate and trusted information, and weak local systems to innovate solutions for social and behavior change, compounded by gender inequality. In addition, nutrition services at the local level are not well integrated into the public health system and are often inconsistent and low quality, which occurs because health care facilities and frontline workers lack the resources, supplies, information, and know-how required to provide quality, timely, and tailored services. Communities depend primarily on the public health system for the services due to lack of services from private or NGO sectors. Finally, capacity for sustained, effective multi-sectoral coordination amongst public and private actors is low at the local, regional, and federal levels. As a result of these challenges, adoption of good nutritional practices and use of key health and nutrition services among women, children and adolescent girls remain low.

4.6 Alignment with USAID/Ethiopia CDCS (2019-2024)

The Activity responds to USAID/Ethiopia's 2019-2024 CDCS Development Objective (DO) 4: "Sustained improvement in essential service delivery outcomes, focused on women and girls." Specifically, the activity responds directly to Intermediate Results (IR) 4.4: Utilization of quality health and nutrition services increased; and supports IR 4.5: Health and nutrition systems strengthened for greater self-reliance, as the activity will strengthen the health system at the community level to improve the access and quality of nutrition services. The Activity also responds to CDCS Strategic Principle 1: Improved citizen empowerment and household and

¹⁶ Madzorera I, Fawzi W. Women empowerment is central to addressing the double burden of malnutrition. *EClinicalMedicine*. 2020 Mar 1;20.

¹⁷ Njuki J, Eissler S, Malapit H, Meinzen-Dick R, Bryan E, Quisumbing A. A review of evidence on gender equality, women's empowerment, and food systems. *Global Food Security*. 2022 Jun 1;33:100622.

community resilience and well-being, and Strategic Principle 2: More effective and accountable systems and institutions at all levels. Engagement of the citizens is essential for sustainable, systemic improvement.

The Activity will directly contribute to all Empowered Communities for Better Health-**ECBH Project Results:** 1) Increased sustained adoption of appropriate health and nutrition behaviors, 2) Increased accountability and responsiveness to community health needs by primary level health facilities, woreda, zonal and regional health offices, and 3) Improved quality of health services at primary level health facilities. The Activity will also contribute to Health System Strengthening-**HSS Project Results:** 1) Increased health system responsiveness, and 2) Improved quality of essential services. More specifically, IR 1.1 Improved leadership, management, governance, and regulation; IR 1.2 Strengthened health information systems and evidence; IR 1.3 Enhanced timely availability of quality commodities, supplies and equipment; IR 1.5 Optimized health workforce management and retention; IR 2.1 Strengthened adherence to service delivery standards and improved clinical oversight; and IR 2.3 Improved pre- and in-service training with a focus on the nutrition service delivery.

5. ACTIVITY DESCRIPTION

5.1 Theory of Change

If the appropriate nutritional practices in households can be improved at community level,

If demand for nutrition services can be improved,

If quality of the nutrition services can be improved and made accessible at community level,

If capacity of nutrition stakeholders across sectors can be improved and efforts can be coordinated,

ASSUMING that simultaneous efforts successfully improve access to and quality of health and nutrition services, and stakeholders from different relevant sectors actively participate to improve coordinated interventions,

THEN appropriate nutrition behavior and utilization of nutrition services will improve, contributing to an overall improvement of nutritional status among women and children.

5.2 Results Framework

Goal: Nutritional status of women and children improved		
Objective: Improved appropriate nutritional behavior and utilization of nutrition services		
IR 1 – Improved nutritional practices and demand for services at the community level	IR 2 – Improved quality of nutrition services at the community level	IR 3 – Improved capacity for coordination among the nutrition stakeholders across sectors

<p>Sub-IR 1.1 – Knowledge and skills on nutrition improved.</p> <p>Sub-IR 1.2 – Nutrition and health service seeking behavior improved.</p> <p>Sub-IR 1.3 – Increased utilization of community platforms for improved nutrition.</p>	<p>Sub-IR 2.1 – Improved readiness¹⁸ primary health care facilities to provide quality nutrition-specific services including restoration of services in the conflict-affected areas.</p> <p>Sub-IR 2.2 – Frontline workers’ capacity on nutrition services developed.</p> <p>Sub-IR 2.3 – Nutrition information system and supply chain management strengthened and coordinated.</p> <p>Sub-IR 2.4 – Increased NGO and private sector provision of nutrition services.</p>	<p>Sub-IR 3.1 – Improved mechanisms for productive and sustained multisectoral coordination at the community level.</p> <p>Sub-IR 3.2 – Key nutrition stakeholders’ (e.g., civil society, NGOs, academia, and private sector) capacity is strengthened.</p> <p>Sub-IR 3.3 – Multisectoral nutrition coordination and governance capacity strengthened at national and regional levels.</p>
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5.3 Activity Intermediate Results

IR 1 – Improved nutritional practices and demand for services at the community level

Knowledge of health risks and benefits within household caregivers determine dominant nutrition practices at home, especially for vulnerable young children, adolescent girls and pregnant-lactating women (PLW). Attitudes and relevant skills regarding nutrition, including dietary practices, health care seeking, and WASH behaviors, are also critical in bolstering individual, household, and community confidence to act and reduce barriers that result in adverse nutritional outcomes. Environmental and social factors underscore the importance of the enabling environment and civic engagement in improving basic health knowledge and sustaining adoption of healthy behaviors and practices. For this result area, the activity will work closely with the Healthy Behavior, Empowered Communities and FAST activities.

Sub-IR 1.1 – Knowledge and skills on nutrition improved

Comprehensive knowledge and an enabling environment are the key factors behind optimal nutritional practices. In most settings, people recognize key health facts but have low comprehensive knowledge, or full understanding of a health issue. Attitudes and social norms play a critical role in the uptake of optimal nutrition practices as well. A context-specific social and behavior change (SBC) initiative delivered through appropriate channels to reach intended audiences, can effectively increase community knowledge on appropriate nutritional practices.

¹⁸ Readiness for nutrition specific services at the facility level include trained staff, guidelines, equipment, diagnostic capacity, and medicines and commodities.

Such tailored, evidence-based approaches will be crucial to successfully shape initiatives in outreach to ensure that knowledge is disseminated, retained and translated into action.

The activity will address underlying barriers related to healthy behaviors and increase comprehensive understanding of nutrition issues, including gender norms, gender power dynamics, women's empowerment and men engagement related to nutrition improvement through a multitude of approaches, and intentional collaboration with Healthy Behavior and FAST activities. It will support MOH's efforts within communities, engage the private sector in nutrition education and promotion activities, and also contribute to sustained SBC interventions through community adoption and ownership.

Expected results

- *Improved knowledge on appropriate nutrition practices at the household level (food, health and hygiene).*
- *Increased adoption of optimal nutrition behaviors at household level (food, health and hygiene).*
- *Improved gender norms at the household level for nutritional practices.*

Illustrative indicators:

- *Proportion of households who have good knowledge on appropriate nutritional practices.*
- *Proportion of households who successfully adopted optimal nutrition behaviors at household level.*
- *Proportion of households who demonstrated change in gender norms related to nutritional practices.*

Sub-IR 1.2 – Nutrition and health service seeking behavior improved

Utilization of health and nutrition services remain low in Ethiopia, especially in rural areas, socio-economically-deprived communities such as pastoralist communities, and amongst those without formal education¹⁹. Approaches to improve knowledge should be complemented with information on accessing available health and nutrition services. Individuals often experience difficulty understanding how to access and navigate various services; therefore, health system literacy is crucial. Individuals in the community also need to understand when to seek services from the health system such as knowing the signs of malnutrition or need for ANC or GMP.

The activity will improve individual capacity to appropriately access and use information shared by health providers for informed decision-making and increased service utilization at health posts (HP), HCs and primary hospitals. Under IR-2, this activity will address capacity building of health providers to relay appropriate and accurate information to clients and communities.

Expected results

- *Improved informed decision-making on nutrition service seeking at household level.*

¹⁹ Health Sector Transformation Plan (HSTP)-II, 2020-2025.

- *Improved nutrition and health services seeking from primary level facilities.*

Illustrative indicators:

- *Proportion of women who reported to have informed decision-making power on seeking nutrition services.*
- *Proportion of women, children and adolescent girls who sought nutrition services from primary level facilities.*

Sub-IR 1.3 – Increased community mobilization and utilization of community platforms for nutrition

Community engagement is a relationship-building process engaging stakeholders to collaboratively address health issues and promote well-being to achieve positive health impact and outcomes²⁰. In addition to improving nutrition knowledge, it is essential to engage individuals, households, and communities to make informed decisions on managing their own health. This mobilization will increase community understanding of nutrition issues and motivate the leadership in influencing families to adopt appropriate nutritional practices. Cultural beliefs, traditional practices and community rituals significantly impact nutrition practices and often hinder uptake of appropriate practices. This activity will increase community engagement in addressing these issues and to create an enabling environment for improving nutrition. In addition, it will work on community empowerment so that they demand quality services and influence local decision makers to respond to the needs.

The Women Development Army (WDA) serves as a primary community engagement platform in Ethiopia, but a recent assessment highlighted the limited network capacity and underutilization of other community members such as men, and religious and community leaders²¹. The activity will strengthen the existing and potential community groups, institutions and CBO/FBOs to provide support to families on nutrition issues. The community platforms should also support community-based nutrition education and services through linkages with primary health care services.

Expected results

- *Improved capacity of community leaders and networks to reinforce nutrition support at community level.*
- *Improved utilization of community platforms for dissemination of nutrition knowledge.*
- *Linkages established with primary health care services to strengthen outreach and referral for nutrition services.*

²⁰ Community Engagement. a health promotion guide for universal health coverage in the hands of the people. Geneva: World Health Organization; 2020.

²¹ National Assessment of the Ethiopian Health Extension Program: Evidence Brief for Action. Addis Ababa, Ethiopia: MERQ Consultancy PLC. August 2020.

Illustrative indicators:

- *Number of local community leaders trained and supported community-based nutrition education and services.*
- *Proportion of households who utilized community platforms for dissemination of nutrition knowledge.*
- *Number of functional linkages established with primary health care services.*

IR 2 – Improved nutrition services at the community level

Essential RMNCAH and nutrition services should be available and accessible to families at the community level. To complement, utilization of services such as ANC-PNC, GMP, micronutrient supplementation, screening for acute malnutrition, and nutrition counseling is important. Health facility readiness is one major challenge in providing such nutrition services, integrated in the RMNCAH services, in addition to other curative services.

The 2016-20 Ethiopia National Health Care Quality Strategy prioritized maternal, newborn and child health, and nutrition services and defined quality as “comprehensive care that is measurably safe, effective, patient-centered, and uniformly delivered in a timely way that is affordable to the Ethiopian population and appropriately utilizes resources and services efficiently”²². Following this, MOH launched several quality improvement initiatives to improve services, including nutrition services at the PHC level²³ for which USAID extended support. For this result area, the activity will closely coordinate with DHA, Quality Healthcare and SCHIP activities.

Other actors including NGOs and private sector entities will have to become increasingly engaged in the provision of basic health and nutrition services, in order to facilitate greater service accessibility and also reduce stress on the public health sector.

Sub-IR 2.1 – Improved readiness of primary health care facilities to provide quality nutrition services including restoration of services in conflict-affected areas

Health facility readiness for basic health and nutrition services refers to a facility’s capacity and functioning, including basic infrastructure, electricity and power systems, clean water sources, sanitation structures, competent, quality trained staff at care and management levels, essential medical and office equipment and supplies, standard care guidelines and tools, bidirectional referral networks, and record keeping systems. The activity will work to improve the readiness for nutrition services, strengthen the QOC initiatives, and improve the referral system to ensure continuum of care.

The conflict in Northern Ethiopia resulted in the destruction of several health facilities, and now, millions of people no longer have access to services. Recovery efforts will prioritize and

²² Federal Democratic Republic of Ethiopia Ministry of Health. Ethiopian National Health Care Quality Strategy, 2016-2020.

²³ Federal Democratic Republic of Ethiopia, Ministry of Health - Ethiopia Health Care Quality Bulletin. Continuous Health Care Quality Improvement through Knowledge Management. Vol-1, May 2019

coordinate facility renovation and restoration of basic health and nutrition services in conflict-affected areas. Frontline health workers such as the HEWs will inevitably play a vital role in restoring services at community and household levels. This activity will support the HPs, HCs and primary hospitals in the conflict-affected, target areas to restore nutrition services, subject to availability of funding and the extent of needs across facilities.

Expected results

- *Improved readiness of community-based health facilities (HPs, HCs and primary hospitals) in providing nutrition services.*
- *Referral system established/strengthened from community to facility and within facility level for nutrition services.*
- *Improved capacity of health care providers in providing gender responsive nutrition services.*
- *Nutrition services restored in health facilities in conflict-affected areas.*

Illustrative indicators:

- *Proportion/number of community-based health facilities with minimum nutrition service package to provide nutritional services.*
- *Number of woredas with referral systems established/strengthened*
- *Proportion/number of healthcare providers trained on gender responsive nutrition services.*
- *Proportion/number of conflict affected health facilities restored through the Activity support*

Sub-IR 2.2 – Frontline workers’ capacity on nutrition services developed

Frontline workers play the most important role in outreach and in establishing linkage between communities and the health system. Community members receive information on appropriate nutritional practices, basic nutrition, and available services at the health facilities. Frontline workers also conduct community-based screening and referrals for appropriate treatment.

The MOH developed a 15-year roadmap for optimizing the 2020-2035 Ethiopian Health Extension Program (HEP). The roadmap guides the HEP’s evolution with a primary purpose of meeting the current and future health needs of individuals, households, and communities through health service delivery predominantly at the kebele level²⁴. Assessment findings showed that the high workload of the Health Extension Workers (HEWs) affects the timeliness of their service provision. Also, as HEWs are female, their outreach to men was deemed inadequate²⁵.

This Community Nutrition activity will work closely with the HEWs to improve their capacity on community-based SBC approaches, outreach services, and referrals. This activity will also

²⁴ Realizing UHC Through Primary Health Care - A Roadmap for Optimizing the Ethiopian Health Extension Program 2020 - 2035

²⁵ National Assessment of the Ethiopian Health Extension Program: Evidence Brief for Action. Addis Ababa, Ethiopia: MERQ Consultancy PLC. August 2020.

establish linkages with community-based platforms described under sub-IR 1.3 to facilitate greater access to HEWs. The activity will also explore utilizing private and/or NGO frontline health worker networks to increase community access to nutrition support services (see IR-2.4 for additional information).

Expected results

- *Improved capacity of HEWs and other available frontline worker networks in providing community-based nutrition SBC, outreach services and referrals.*
- *Linkages established between community-based platforms and frontline workers to make nutrition support easily accessible.*
- *Improved capacity of health care providers in providing nutrition services.*

Illustrative indicators:

- *Number/proportion of HEWs and other frontline workers trained on community-based nutrition SBC, outreach services and referral.*
- *Number of linkages between community-based platforms and frontline workers to make nutrition support easily accessible.*
- *Proportion/ number of health care providers in providing nutrition services.*

Sub-IR 2.3 – Nutrition information system and supply chain management strengthened and coordinated

Ethiopia's Health Management Information System (HMIS) captures routine RMNCAH services data, including critical nutrition indicators. The HMIS needs more nutrition indicators to facilitate better monitoring of nutrition-specific services by service providers and managers. In addition, given that data quality and use are paramount for decision-making on service improvements, this activity will strengthen health care provider and facility capacity in data reporting, management and use.

This activity will also strengthen health facility capacity in supply chain management to support health and nutrition services with the necessary equipment and health commodities (including medicines and nutritional products).

The activity will closely collaborate with other USAID/Ethiopia activities, e.g. DHA, SCHIP, etc. to establish linkages with broader national level digital health information and supply chain management efforts, including digital solutions for improved efficiency.

Expected results

- *Improved capacity at health facility level in utilizing nutrition information systems to monitor and improve nutrition service delivery.*
- *Improved nutrition supply chain management for HPs, HCs and primary hospitals.*

Illustrative indicators:

- *Proportion/number of supported health facilities utilizing nutrition information systems to monitor and improve nutrition service delivery.*
- *Proportion of health facilities utilizing IPLS to monitor stock status of nutrition supplies.*
- *Proportion of health facilities without stock out of nutritional supplies in a defined time frame.*

Sub-IR 2.4 – Increased NGO and private sector provision of nutrition services

To improve access to community services, multiple service outlets are important. Primary health and nutrition services are mainly provided through the public health sector, thereby creating widespread dependency on a single service provider. Should public health facilities experience any challenges with infrastructure, human resources, supply chain, etc., communities face possible service disruption which can exacerbate their health needs. So far, the availability of nutrition services in private and NGO facilities is limited and not well supported. To make multiple service delivery points available to the people, NGOs, including CBOs/FBOs and the private sector should be encouraged and supported to be engaged in primary health and nutrition service provision. Availability of multiple service delivery platforms will reduce burden on the public health system, allowing more resource availability for poor and vulnerable populations, and encourage healthy competition in improving service delivery quality through cross learning. In the long term, this will help to sustain the gains of improving community-based nutrition services.

This activity will facilitate development of an enabling and conducive environment for the NGOs and private sector for them to play a constructive role in making nutrition services and products available to the people, which may include public-private partnership and strategic purchasing of services by the GOE. There is opportunity to strengthen private sector engagement in SBC, supply chain management and digital solutions. The activity will support such actors already working in improving nutrition, as well as mobilize new ones.

Expected results

- *Increased engagement of the private sector to provide innovative community-based nutrition services and products.*
- *Improved access to community-based nutrition services beyond the government health system (NGO and private sector).*

Illustrative indicators:

- *Number of private sector providers engaged to provide innovative community-based nutrition services and products.*
- *Proportion/number of mothers and children who have access to community-based nutrition services outside of government health facilities.*

IR 3 – Improved capacity and coordination among the nutrition stakeholders across sectors

Addressing malnutrition requires interventions from different sectors, which firmly categorizes nutrition as a multisectoral issue. Having adequate knowledge and appropriate nutritional practices depend on household food security, health status and care-seeking behavior, WASH, education, gender norms, etc. To achieve optimum impact on nutritional status, these relevant sectors should coordinate in their design and implementation of nutrition-specific interventions. Also, for greater breadth and sustainability of achievements, non-governmental actors including academia, civil society, NGOs, and the private sector can have significant contributions in nutrition advocacy, technical evidence generation, capacity development, and program management.

Sub-IR 3.1 – Improved mechanisms for productive and sustained multisectoral coordination at community level

To fully support multisectoral approaches to improving nutrition outcomes, context-specific interventions should be coordinated for optimal cross-sectoral collaboration in activity planning, implementation and monitoring. This activity will collaborate with multiple sectors such as Agriculture, Education, Health, Livestock, and Women and Children Affairs to establish and strengthen coordination mechanisms. Although coordination at the national level has been observed with relative success, subnational coordination is typically weak or even absent.

Therefore, this activity will strengthen community-level coordination (woreda and below) in activity planning, implementation, and monitoring for communities to directly benefit from such partnerships. It will support the sectors to develop a common understanding of the nutrition issues, implement reinforcing activities, agree on shared measurements, regular communications, and support from an independent platform such as FNC and its subnational level platforms. This activity will also establish linkages with community platforms discussed under IR-1 to underscore the importance of multisectoral approaches and coordination at community level.

Expected results

- *Coordinated implementation of nutrition interventions from different sectors at community level.*
- *Linkages among different sectors and community platforms established to support coordination.*
- *Multisectoral nutrition information system (such as UNISE²⁶) is strengthened and utilized.*

Illustrative indicators:

- *Proportion/number woredas with active multisectoral coordination platform at community level.*

²⁶ UNISE - Unified Nutrition Information System for Ethiopia

- *Proportion/number woredas with TORs signed by sectoral nutrition actors for linkage and coordination.*
- *Proportion/number woredas using nutrition information system (UNISE).*

Sub-IR 3.2 – Key nutrition stakeholders’ (e.g., civil society, NGOs, academia, and private sector) capacity is strengthened

To accelerate and sustain progress in nutrition achievements, the activity will support existing or new platforms at national and subnational levels to bring together the key nutrition stakeholders, including civil society (including NGO, CBO and FBO), other USAID implementing partners, academia, and the private sector to increase their engagement in nutrition along with the GOE. These sectors can contribute significantly to nutrition advocacy and communication, research and evidence generation, technical capacity building, nutrition program management, and local resource mobilization. Such engagement would significantly improve Ethiopia’s capacity in nutrition programming and simultaneously reduce burden on the public health sector.

Expected results

- *Improved capacity of civil society, NGOs, academia, and private sector in nutrition advocacy and communication, research, technical support, and program management.*
- *Strengthened linkages with government systems for coordination and collaboration.*

Illustrative indicators:

- *Number of civil society, NGOs, academia, and private sector organizations trained on nutrition advocacy and communication, research, technical support, and program management.*
- *Proportion/number of regions with strengthened linkage between government and non-government nutrition actors for coordinated efforts to improve nutrition.*

Sub-IR 3.3 – Multisectoral nutrition coordination and governance capacity strengthened at national and regional levels

Supporting multisectoral, community-level approaches and multi-stakeholder engagement, national and regional level platforms are a core focus for strengthening coordination. The Food and Nutrition Strategy (FNS) supports development of a Food and Nutrition Council (FNC) under the Prime Minister’s Office to govern multi-sectoral coordination platforms at national and regional levels. The FNS plans for replication of similar council platforms at regional level under the Presidents’ Offices.

This activity will support the formation, management and technical capacity of the national and regional council platforms. It will work very closely with the Scaling Up Nutrition (SUN) Movement’s multi stakeholder platform and different SUN networks i.e., donor and UN networks, Ethiopian Civil Society Coalition for Scale up Nutrition (ECSC-SUN), Sun business Network (SBN) and SUN Academia.

Expected results

- *The Food and Nutrition Council is fully established and functional.*
- *Regional and community level multisectoral coordination platforms established, fully functional, and linked to the FNC.*
- *Linkage among the woredas, the FNC and regional platforms established to support coordination of community-level implementation.*

Illustrative indicators:

- *The Food and Nutrition Council is fully functional.*
- *Number of fully functional Regional and community level multisectoral coordination platforms established and linked with FNC.*
- *Proportion of woredas that established linkages with FNC and regional platforms to support coordination of community-level implementation.*

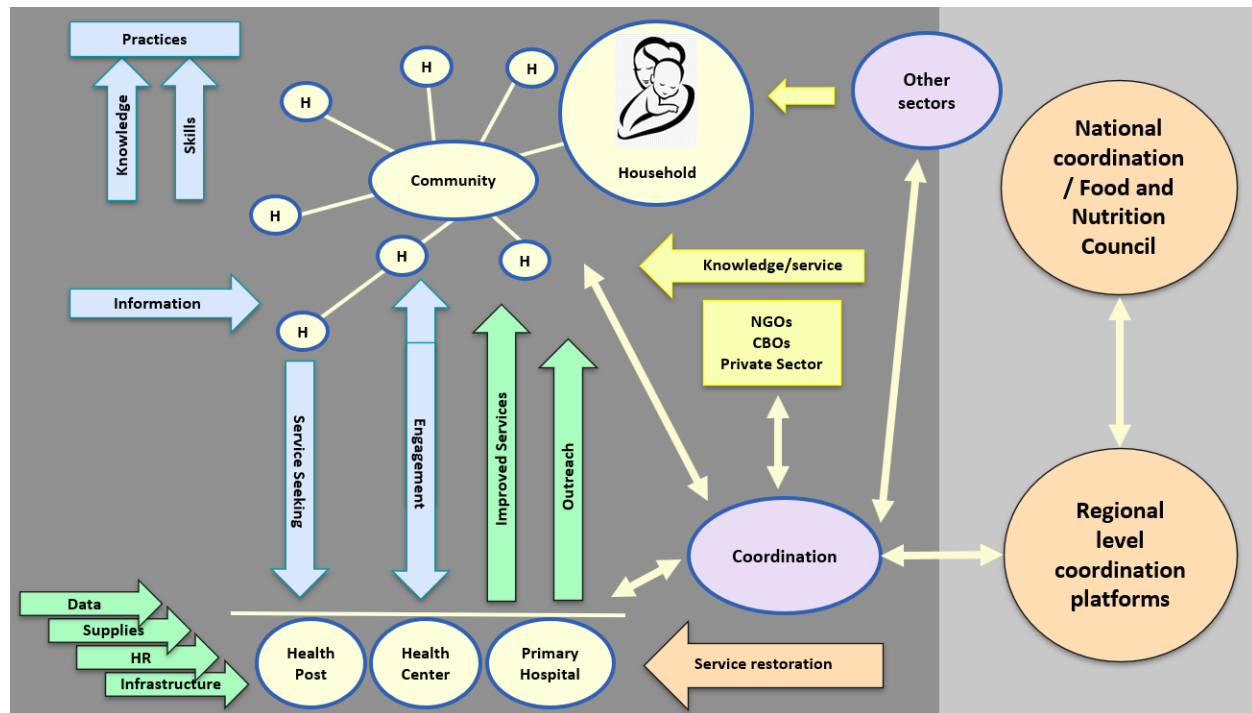


Figure 2 – Schematic presentation of the Community Nutrition approaches

5.4 Geographic Focus

The Community Nutrition activity will be implemented in all five clusters of the FTF ZOI area, layered in the same geographical area with the FAST activity. In addition to that, there should be integration and geographical overlap with other USAID activities in the FTF ZOI. Linkage and technical coordination and collaboration with other relevant USAID activities have been

discussed later in the document. The activity will have complete coverage of the target woredas, no partial woreda coverage is expected.

The activity should consider the local context within the coverage area and reach communities with tailored approaches, as there are significant variations within the FTF ZOI. The key social determinants behind undernutrition for different settings, as available based on demographic and health surveys and other research findings, should be addressed.

6. GENERAL ACTIVITY GUIDANCE

6.1 Overarching Guiding Principles

The overall purpose of the Activity is to improve nutritional status of women and children by improving appropriate nutritional practices and increasing utilization of nutrition services at the community level. To achieve this purpose, interventions under this award should:

- *Align with National Health Strategy and objectives, mainly at woreda, kebele and community levels:* coordinate with the HSTP-II, HEP optimization roadmap, health sector social accountability implementation strategy and other relevant CSO and local government plans and priorities.
- *Maximize efficiencies:* Seek efficient means to achieve desired outcomes, minimizing costs, efforts and ensure sustainability.
- *Engage youth as drivers of change:* Support youth to create local innovative solutions and ensure sustainability
- *Build on past investments and promote evidence-based practices adapted to Ethiopia:* build on the successes and achievements of different activities focusing on the local capacity building and community engagement, the knowledge and evidence generated, and their materials and tools developed.
- *Coordinate and collaborate with and leverage the activities of other implementing partners, CSO, community platforms and donors:* Commit to working with a diverse range of donors, community platforms, CSOs, and partners in health.
- *Avoid duplication of efforts:* All activities should not duplicate or overlap with the investments of other USAID partners, other donors, or other stakeholders. All activities should engage in effective coordination and collaboration to ensure that this does not happen.
- *Work closely with other bilateral and multilateral donors:* This includes the Bill and Melinda Gates Foundation, The World Bank, European Union, UNICEF, WFP, FAO, WHO and others.
- *Promote private sector engagement:* In accordance with USAID/Ethiopia's Private Sector Engagement Strategy, all activities will make concerted efforts to engage the private sector to promote better development outcomes and to increase impact, reach, efficiency and effectiveness of interventions.
- *Address gender inequities:* Gender inequities influence many health and development outcomes in Ethiopia. Hence, the design, implementation and monitoring of all interventions should be considered through a gender lens.

- *Support community self-reliance:* Engaging community members as change agents will improve and utilize citizen capacity to improve sustainable, community-led, and multisectoral solutions in health.
- *Design disability inclusive:* To the extent possible, all activities should develop and test tools and approaches that engage the disabled and impaired individuals at all stages of activity cycles.
- *Be client-centered:* All activities should be focused on impacts to beneficiaries with particular stress on women and girls.

6.2 Gender and Inclusivity

Promoting gender equality and advancing the status of women and girls is vital to achieving USAID's development objectives. It is USAID policy that the Recipient must mainstream and integrate gender into their interventions. Therefore, the Recipient will be expected to demonstrate compliance with USAID Policy Automated Directive System (ADS) 205 and should explicitly state how this Activity supports the gender policies and strategies of the United States and the Government of Ethiopia. This may include some of the following approaches:

- Key personnel and the overall staffing pattern, including short-term technical assistance (STTA), to be gender-balanced with special emphasis on senior leadership and management positions.
- Recipients should include in their scope, activities to help with the development or implementation of safe workplace policies and practices to ensure workplaces are free from discrimination and harassment and with a means of redress to enforce these.
- Where appropriate, gender considerations will be integrated into the Activity to ensure quality, demand, and access of support to both men and women.

The 2019 Gender Analysis for the ECBH and HSS Projects identified that poor quality services influence the choices of health facilities and utilization of health services by both men and women. The analysis indicated poor quality of health services including maternal health and Gender-Based Violence (GBV) response. For example, obstetric violence including physical abuse, neglect, non-consented care, non-dignified care, or non-confidential care continue to be reported in Ethiopian health facilities. Moreover, there is no clear approach stipulating how gender parity for health workers can be achieved across different professions and layers of seniority. Generally, HEWs, midwives and nursing professionals are predominantly female, while female health workers account for a lower proportion of medical graduates including specialists/subspecialists.

Poor service quality at primary health care levels has caused men and women to bypass services at the nearest health facility. For example, the analysis findings reported that 46 percent of individuals who used inpatient services bypassed the nearest inpatient health facility to their homes to seek health care at another health facility.

- The Activity will conduct a more in-depth gender analysis within the first six months after award to jointly design interventions with health care providers and managers (and with community input) that can be piloted, tested and disseminated for replicability across targeted

health facilities. Through the analysis findings, the Activity will work collaboratively to address and monitor progress regarding gender in the following areas:

- Male engagement in improving nutritional practices.
 - Women and girls to access PHC services.
 - Community engagement and redefining norms, e.g., decision making, health-seeking behavior.
 - Health workforce, including facility management.
- Specific gender related challenges in the different FTF ZOI clusters should be considered in designing the activity interventions.
 - Recipients are required to incorporate specific gender indicators other than sex disaggregated data and monitor their performance on gender.

6.3 Youth

Adolescents and young people are an important group of the population in nutrition and development programming. Ethiopia's population age structure shows one-third (33.3%) is 10-24 years of age, and limited access to and low utilization of reproductive health services by this group is among the key public health challenges in the country.

USAID/Ethiopia's health activities have been supporting interventions to ensure access to comprehensive health information, health services and essential health care for adolescents, and youth through supporting youth-friendly health facilities and integrating youth adolescent and youth health services into the healthcare services. These activities have supported adolescents and youth engagement with youth-friendly health care as peer educators, who foster better connections between the facility, the community, and schools.

The Activity will build on the experiences and lessons of USAID/Ethiopia's prior investments in adolescent and youth healthcare provision and support the health facilities to ensure availability of and access to quality youth-friendly services. It also works closely with other governmental and non-government stakeholders to create access to other social and legal services such as prevention of and support for gender-based violence.

6.4 Science Technology Innovation and Partnerships (STIP)

The Activity will ensure innovative approaches to improve data use for improving quality of care at facility level, and also, digitized systems to capture client feedback and real time performance of nutrition services will be utilized to ensure accountability. The Activity will also support digital systems to improve referral networks between facilities and communities to avoid any breakdowns of the referral system, a critical area of improving quality across the health service delivery units. Innovative digital technologies should be utilized for SBC, community engagement and multisectoral coordination.

6.5 Transparency and Accountability

The Activity has accountability as the core element of the second result area where horizontal accountability for provision of quality nutrition services within health facilities and through HEWs are prioritized. The Activity will support accountability systems, management skills and processes in the districts it supports in order to ensure self-sustaining evidence-based quality improvement culture is institutionalized. This would include improved availability of real time data for decision making not only on coverage of the services but on the performance of the standard contents of each service package.

6.6 Shock Sensitivity

Ethiopia is subject to multiple shocks, both man-made and natural which have significant impacts on health, nutrition, and overall development outcomes. The Recipient should design a conflict and natural disaster sensitive approach to minimize the negative effects and to maximize the positive impacts of its proposed interventions on conflict dynamics. Based on the experience from COVID-19 pandemic, appropriate public health measures as well as pivoting to alternative delivery methods may be necessary in similar situations in future. Recipients must keep abreast of developments in these areas to inform the design of their applications. Coordination with USAID, GOE and other donor funded activities for Public Health Emergency Management (PHEM) for shock monitoring and increasing resiliency will be essential.

6.7 Crisis Modifier

For greater flexibility to address unanticipated shocks and emergencies, the budget estimate for this activity will include a crisis modifier, i.e., flexible budget line item, of one million USD. With this dedicated funding, this activity will primarily support capacities and systems for community mobilization and for CSO activities to mitigate the impacts of health emergencies including disease outbreaks.

6.8 Grants

The Activity will support capacity building of the primary health care facilities and outreach services for quality improvement of nutrition service delivery; improving readiness of the health facilities to deliver quality; strengthening management and accountability; restoration of nutrition services in conflict-affected areas; and mobilization of NGOs and the private sector in nutrition service delivery.

This Activity will not provide grants to government entities such as local districts, parastatals, public international organizations and instead will provide such funding through international and local non-governmental partners. If specific funding is made available, the Activity will have some construction aimed to restore essential nutrition services, including repairing damaged rooms, wall, roof, floor, ramp etc.; installation of doors, windows, and partitions; electrical work to install lights and other equipment; and plumbing work to install water and sanitation facilities.

- The Recipient must submit a Grants Manual, no later than 60 days after award, detailing the process for identifying, evaluating, vetting, awarding, and monitoring grant activities. The Grants Manual will be approved by the Agreement Officer.
- The Recipient must comply in all material respects with USAID’s Automated Directives System (ADS) Chapter 303 (including mandatory and supplementary references) in awarding and administering grants.
- USAID retains the ability to terminate the grant activities unilaterally in extraordinary circumstances.
- The Recipient must not award grants to Ethiopian government entities including, but not limited to, public universities, district and regional offices and/or national Ministries.
- All grants must be completed six months prior to the end of the Activity.

7. LINKAGE, COLLABORATION AND PARTNERSHIP

During the life of the project, the Activity is expected to pursue and enhance partnerships and coordination with key GOE entities, USAID implementing partners (IP), other development partners, professional societies, and others where feasible and applicable. The Activity needs to document these partnerships in ensuring better and accountable collaboration including, when possible, with financial commitment to cover mutual objectives. The following are the major categories of the stakeholders for partnership and collaboration

7.1 Ministry of Health and Subnational Health Offices

Ministry of Health – The Activity is expected to coordinate with MOH and relevant directorates of the MOH including the Maternal, Child and Nutrition, Quality of Healthcare, Clinical Service and HEP in its effort to improve nutrition service delivery through the health system. The Recipient will also coordinate with the MOH in ensuring the collection and utilization of relevant data and indicators to inform the programming. The Activity will support Ethiopian citizens in getting access to improved quality nutrition services. It will work closely with the Nutrition Team, Scaling Up Nutrition (SUN) Movement Focal Point and the Seqota Declaration. Provision of direct support to the MOH is conditional and will be determined after the award.

Regional Health Bureaus (RHB)/ Zonal Health Departments (ZHD) – At the subnational level, the Activity will coordinate with respective RHBs and ZHDs where the Activity will be implemented. These sub-national entities are expected to participate in a consultation process for work plan development and local level planning in determining areas of support and approaches based on local context. The Activity should continue to coordinate with these subnational GOE entities during implementation of the Activity. Provision of direct support to the respective RHBs and ZHDs is conditional and will be determined after the award.

Woreda/District Health Offices – The Activity’s maximum possible level of coordination and collaboration with the GOE management structures will happen at the district level. During the life of the Activity, the Recipient will coordinate and collaborate with the Woreda Health Offices (WrHOs) to ensure local ownership and sustainability. The Activity will focus on supporting primary hospitals, HC, and HP in improving the quality, management, and utilization of nutrition

services. Provision of direct support to the WrHOs is conditional and will be determined after the award.

7.2 Partnership with Other USAID Activities

During the life of the project, the Activity is expected to pursue and enhance linkage, coordination and partnership with different donor funded and GOE nutrition activities.

The Activity will coordinate and collaborate with several USAID activities managed by different offices within the USAID Mission in Ethiopia. The Recipient is expected to develop a robust, integrated model that best describes how the partnerships and linkages will contribute to the intended outcomes. It will work with the relevant activities, as mentioned below, to develop letter of collaboration (LOCs) that will describe the specific details on coordination and collaboration.

These activities include:

- **Food and Agriculture Systems Transformation (FAST)** will work across the full Feed the Future Zone of Influence and associated secondary cities, linking with USAID's social protection, economic, and WASH activities to increase access to healthy diets and improve income-generating opportunities among chronically vulnerable households and youth; reduce constraints to growth, employment, and trade; and promote sustainable and effective natural resource management. FAST will partner with this activity to amplify nutrition promotion and coordination towards increasing consumption of healthy diets and other nutrition outcomes. Close collaboration and layering (geographic overlap) of Community Nutrition and FAST is essential to amplify nutrition education, to increase adoption of key nutrition practices, consumption of healthy diet and utilization of nutrition services. While FAST will work closely with all other nutrition sensitive activities in the Mission, this activity will work with the nutrition specific ones, and a linkage between these two will facilitate multisectoral coordination.
- **USAID Healthy Behavior** activity will support increased sustained adoption of appropriate health and nutrition behaviors by increasing adoption of optimal household health practices, demand for health and nutrition services, and an enabling environment for gender equitable and healthy behavior. Community Nutrition will closely engage with Healthy Behavior activity to receive technical advice and linkage with SBC initiatives in the country to enhance community-based behavior change approaches in the implementation areas (IR-1.1), it will also provide nutrition technical advice for the Healthy Behavior activity.
- **USAID Quality Healthcare** activity will build capacity of urban and peri-urban PHCUs, and referral health facilities in planning and delivering of client-centered quality RMNCAH services. Community Nutrition will work with this activity to receive technical directions and coordinate with quality improvement initiatives to strengthen nutrition services at the PHCU level (IR-1.2).
- **USAID Empowered Communities** will empower communities to improve their own health through enhanced community ownership for health, strengthening accountability systems and

platforms, and organizational capacity development of CSOs. For the community engagement component (IR-1.3), Community Nutrition will collaborate with the Empowered Communities activity and improve utilization of community-based platforms for nutrition. It will provide technical support to Empowered Communities to integrate nutrition.

- **USAID Lowlands Health** will improve RMNCAH-Nutrition outcomes in the pastoralist areas through strengthening primary health care systems, improving access to quality services at the primary level and improving adoption of healthy behaviors. Community Nutrition will provide technical support and maintain coordination with this activity to improve nutrition integration in Lowlands Health's interventions on the ground.
- **Digital Health Activity (DHA)** supports information technology systems and data repositories at all levels, builds the culture of data use and capacity of the MOH in health information systems. Community Nutrition will receive technical support from DHA for nutrition information system strengthening, supply chain management and use of digital health technology for different interventions in the implementation areas.
- **Supply Chain for Health Improvement Program (SCHIP)** will improve availability of medicines, medical supplies, and medical equipment at the right time and in the right quantity at all health care system levels, and access to improved quality pharmaceutical services. Community Nutrition will closely work with this activity to mainstream the nutrition commodities supply chain in the health system.

Some other relevant activities with which technical coordination would be useful include Highland Resilience Activity (HRA), Resilience and Food Security Activities (RFSA), Urban Water, Sanitation and Hygiene (Urban WASH), Climate-Resilient Water, Sanitation and Hygiene (CR-WASH), and Market-Based Sanitation and Hygiene (MBSH) Activity.

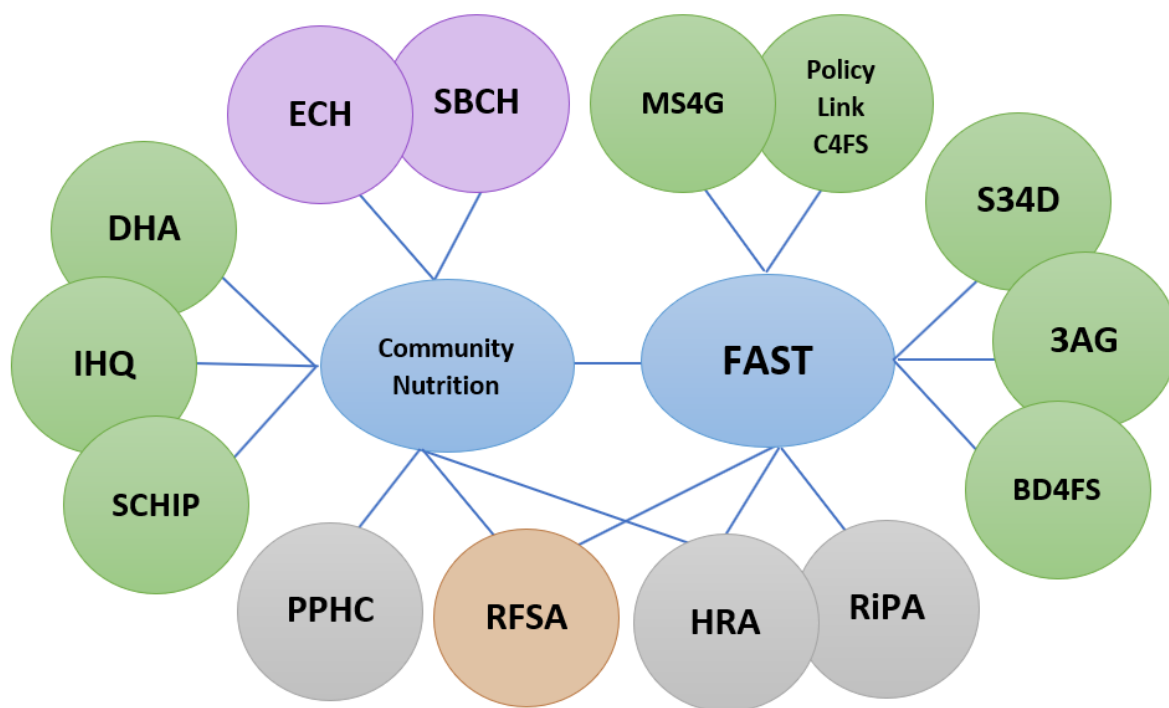


Figure 3 – The above figure shows linkage between the USAID/Ethiopia activities contributing to improving nutrition through layering of implementation, technical coordination, and collaboration.

Community Nutrition will collaborate and coordinate with humanitarian actors responding to natural and complex emergencies that affect the nutritional status of displaced and host populations, both through ongoing activities and potential crisis modifiers. This will include participation in the Emergency Nutrition Coordination Unit (the Nutrition Cluster) at national and regional levels, including the EPHI Public Health Emergency Management (PHEM) Center. In Ethiopia, emergency nutrition services are provided primarily through the government Health Extension Program, and this Activity’s operational and technical support under IR2 will include support to improve the coverage and quality of the management of wasting and strengthening humanitarian-development linkages through improved prevention of wasting and preparedness of the health system to respond to increases in acute malnutrition cases.

Community Nutrition is expected to lead in convening the **USAID/Ethiopia Implementing Partners Nutrition Working Group** to enhance coordination and collaboration and appropriate documentation of joint efforts. The platform will work to improve USAID’s multi sectoral approach for nutrition in the country. The Activity will be an active member of the Nutrition Development Partners Forum (NDPF) and the SUN Movement in Ethiopia to coordinate with other nutrition stakeholders including the relevant government ministries.

7.3 Local Capacity Development (LCD) and New Partnership Initiative (NPI)

USAID promotes local leadership, seeks bold, creative, and innovative approaches to fostering sustainability; and identifies new funding sources to sustain partnerships and scale impact. Locally led development is the process in which local actors set their own agendas, develop

solutions, and bring the capacity, leadership, and resources to make those solutions a reality. Strengthening capacity through organizational and technical assistance is a critical component to strengthening local systems and improving health outcomes. USAID's LCD guide and past initiatives document numerous examples of prioritizing LCD interventions and technical support models²⁷. Hence, this activity prioritizes and uses LCD as an approach to improve local capacity and promote local leadership.

The overarching goal of the NPI is to empower new and underutilized partners, many of which are local and locally established organizations, to solve problems not adequately addressed by other USAID investments and that directly respond to the needs of the health sector. As an initiative, the Agency-wide NPI will increase USAID's programmatic impacts, based on more collaborative and adaptive partnering, and improve measurable outcomes at the country level.

7.4 Private Sector Engagement (PSE)

Strategic and proactive PSE improves the identification and definition of critical economic and social development problems; strengthens the design and implementation of promising solutions to those problems; and increases the sustainable impact of investments at community level. The Activity will work closely with the private sector to increase their contribution in improving nutritional practices and provision of nutrition and relevant health services. It will work closely with the business entities already working in the health sector as well as work towards mobilizing new partners for service delivery.

7.5 Local Ownership and Sustainability

The Activity aims to support improving nutritional practices at the communities and increasing utilization of nutrition services. To ensure sustainability and ownership of approaches and tools, in addition to strengthening public health services at the community level, the Activity will build capacity of communities, NGOs (including CSOs, CBOs and FBOs), and the private sector. The Activity is aligned with the GOE's multisectoral Food and Nutrition Policy and its National Food and Nutrition Strategy. On the ground, the Activity will remain aligned with the MOH's HSTP II (2021-2025) and the Health Extension Program (HEP) interventions.

The Activity's LCD, PSE and PHC strengthening pieces promote local ownership and sustainability and are in line with USAID priorities. To ensure local ownership and in line with USAID's NPI, local and indigenous organizations will be involved in the Activity, including as subrecipients during which their institutional and technical capacity will be enhanced to ensure sustainability. The activity will also partner with relevant health professional associations, public and private higher education institutions, and in-service training centers. In addition, the activity is expected to include a sustainability plan into the activity work plan that will be monitored during the life of the Activity to ensure local ownership and sustainability.

²⁷

https://www.usaid.gov/sites/default/files/documents/2496/Local_Capacity_Development_Suggest_Approaches_1.pdf

8. LEARNING MONITORING AND EVALUATION (LME) AND COLLABORATING, LEARNING AND ADAPTING (CLA)

8.1 LME and CLA Considerations

USAID has integrated Collaborating, Learning and Adapting (CLA) into all aspects of its operations and programming to achieve better development outcomes. This involves strategic collaboration, systematic and continuous learning, and adaptive management. CLA asks:

- Do you take the time to think critically about your work? (Learning)
- Are you strategic in who you collaborate with, what you're learning? and (Collaborating)
- Do you use those learnings to change accordingly? (Adapting)

USAID expects the Recipient to have a robust LME Plan that is fit-for-purpose to enable evidence-driven adaptation by both the Recipient and USAID. The LME Plan outlines the approaches and resources for learning opportunities for adaptation, measuring results and achievements of activity, collaborating, and adapting. Traditional monitoring and evaluation (M&E) approaches including indicator monitoring are included under the LME umbrella, specifically the learning section. The Recipient is also encouraged to apply other complexity-aware monitoring and learning approaches such as outcome harvesting, most significant change, etc.

The Recipient will work closely with their AOR to establish fit-for-purpose learning tasks such as establish indicators, including baseline and performance targets. The LME Plan is due within ninety (90) calendar days from the award start date. The Recipient shall submit an updated LME Plan thirty (30) calendar days before the beginning of each subsequent fiscal or agreement calendar year.

The LME plan should be an integral component of the Activity to enhance effective planning, management, and achievement of the intended objectives. Working closely with USAID/Ethiopia, the Recipient will develop a comprehensive LME Plan that includes a comprehensive set of indicators (defined in performance indicator sheets) that will measure the performance and the overall activity targets.

Required sections and brief instructions for the LME Plan include:

Learning - Guides performance management planning by setting learning and information priorities. It helps in assessing the theory of change, identifies critical learning gaps important for successful program implementation; reviews the validity of assumptions; monitors the risks..

- **Key Learning Questions** - Explain the strategic learning questions around the ToC and learning activities, tools and techniques to answer it and how the learning will be utilized. Learning activities are the means by which we generate, analyze, and synthesize learning to answer our priority learning questions. There are various types of learning activities, including situational analyses, performance and impact evaluations, performance monitoring data, context indicators, literature reviews or syntheses of existing research, generating and capturing tacit and experiential knowledge through facilitated dialogues and other

participatory methods (Before Action Reviews, After Action Reviews, mid-course reviews, regular reflection exercises). Determine if a mix of learning activities could best help you answer learning questions. In determining priority learning activities, consider when learning is needed (and at what frequency) to inform key decisions. In this section, the Receipt is also expected to include Learning Products ranging from formal reports to infographics, webinars, websites and videos.

- Monitoring/Indicators - Includes performance indicators; supplemental information about each performance indicator including baseline data; targets; and Performance Indicator Reference Sheets (PIRS).
 - The Recipient must develop the LME plan in accordance with Feed the Future guidelines and requirements, as described in the Feed the Future LME Toolbox (<https://agrilinks.org/post/feed-future-monitoring-evaluation-and-learning-mel-toolbox>). The LME plan must include all of the Feed the Future standard indicators that apply to the Recipient's technical approach. The standard indicators are listed in the Feed the Future Indicator Handbook (available in the LME Toolbox).
 - Information on the complete set of Standard Foreign Assistance Indicators is available at USAID's Learning Lab website:
<https://usaidlearninglab.org/library/standard-foreign-assistance-indicators>. Note: geocoded indicator results will be collected where feasible and identified in the PIRS. See the GIS sub-section below.
- Evaluation/Assessments/Studies plan - including purpose and expected use; type; estimated budget; planned start and end dates; and expected level of USAID involvement.

Collaboration - Identify the approach and stakeholders who are most critical to achieving the desired development outcomes. In particular an emphasis on local stakeholders is desired to build local ownership and capacity.

Adapting - Provide details on how learning and collaboration will be used to adaptively manage.

Enabling Environment - Describe the culture, processes, and resources (including human and financial) needed to operationalize the LME Plan.

Data Management Plan - Describe appropriate data-management procedures to treat data as a strategic asset and to ensure that timely and high-quality monitoring, evaluation, research, and other data generated or acquired and are ready for analyses; accessible and usable for learning and adaptation (both now and in the future); sharable for accountability and transparency; and that the sharing and use of data come with strong privacy and security protections. Include procedures for delivering USAID-funded data and information to USAID per award guidelines and Agency policies. The Data Management Plan may be developed and approved as a section of the Activity LME Plan or as a separate plan²⁸.

The Recipient is expected to coordinate and work with the Mission's CLA Platform contractor to share learning and coordinate learning, monitoring and evaluation processes including data collection.

²⁸ ADS 579, USAID Development Data: <https://www.usaid.gov/sites/default/files/documents/1868/579.pdf>

The Recipient (or, a third party) will also conduct a baseline assessment within 6 months after the award start date. At the midpoint of the third year of the activity, USAID/Ethiopia will use a third-party contractor to conduct a midterm evaluation to assess progress toward the objectives and expected results. The recommendations from the midterm evaluation will guide the continuation, and possible revision, of project interventions for the remaining two years. USAID/Ethiopia may also again use a third-party contractor to undertake a final performance evaluation in year five of the activity.

8.2 Learning Questions

The Recipient should include DO4 and Community Nutrition activity indicators and learning questions in their LME plan. The data from multiple partners in different service delivery sectors in aggregate will help to inform DO-level learning. This data is meant to look at results, identify unintended consequences, and inform future programmatic approaches. It may/may not be part of activity evaluation, as decided by USAID.

i. DO4 Learning Questions:

- How does having more women in leadership roles impact the service sectors in the short/medium/long term?
 - This data can be collected quantitatively and qualitatively and should also allow for the capture of unintended consequences of these initiatives. What are best practices to promote women into leadership roles? How have workplace policies changed or adapted?
- How has this activity advanced the well-being of women and girls? Specify geography and if this impacted the type of program or the result. Has well-being accelerated in areas of high integration with other sector programming?
 - This question allows for both quantitative and qualitative data collection. Best practices for multi-sectoral programming for women and girls should be captured for future programmatic learning.
- How have youth been engaged in this community engagement effort for the health sector? What has been the impact/result of these efforts? (quantitative/qualitative).
- To what extent has private sector engagement impacted cost-effectiveness and sustainability of (this) service delivery sector? How?
 - Best practices on how to engage the private sector should be captured for future programmatic learning.

ii. Community Nutrition Activity Learning Questions:

- Is there any interaction between either health literacy or SBC interventions and community engagement? How can programs best harness individual and community health knowledge and behavior for the broadest community benefit? (ECBH Project learning question)
- How do community platforms link with SBC channels to develop consensus on social and gender norms affecting health and nutrition outcomes? How can this be improved? Are there different approaches to link to SBC channels? What are we learning about the effectiveness of these approaches in improving demand for services and achieving positive behavior change through monitoring mechanisms? (ECBH Project learning question)
- Does the presence of community platforms increase accountability and responsiveness of local primary health care facilities? Do community platforms contribute to improved service quality, and if so, how? How does the community platform's engagement contribute to service utilization and health and nutrition outcomes? (ECBH Project learning question)
- Does quality improvement at the PHCU level increase utilization of nutrition services? How effective is it when combined with demand creation interventions at the community level?
- Does coordinated multi sectoral approach at the community level contribute to better nutritional outcome? If yes, how can it be improved and linked with national and regional level coordination platforms?

8.3 Illustrative Indicators

i. DO4 Indicators

In addition to the performance plan and report (PPR) indicator, the Community Nutrition activity will report for indicator *IR 4.4 - (custom) utilization of quality health and nutrition services*. These may be updated or refined periodically. This activity will also work to advance the integrated outcome indicator including gender indicator and capacity building indicators.

ii. Activity Indicators

The Recipient will propose a list of indicators that will be used to measure achievement of the intended results. USAID will approve the final list of indicators. The following are a few of the illustrative indicators that should be considered by the Recipient in proposing a comprehensive list of indicators including definitions and sources.

- Under-5 stunting rate.
- Under-5 wasting rate.
- Under-5 underweight rate.
- Prevalence of underweight among pregnant women (BMI < 18.5)
- Prevalence of underweight among adolescent girls
- Prevalence of anemia among women of reproductive age
- Early initiation of breastfeeding rate.
- Exclusive breastfeeding rate up to six months.
- Infant and Young Child Feeding (IYCF) – Minimum Acceptable Diet.

- Infant and Young Child Feeding (IYCF) – Minimum Diet Diversity.
- Infant and Young Child Feeding (IYCF) – Minimum Meal Frequency.
- Percentage of households with handwashing facilities with water and soap.
- Percentage of mothers/caregivers washing hands with soap and water and critical junctures.
- Number of children under five (0-59 months) reached with nutrition-specific interventions through USG-supported programs (standard indicator).
- Number of children under two (0-23 months) reached with community-level nutrition interventions through USG-supported programs (standard indicator).
- Number of pregnant women reached with nutrition-specific interventions through USG-supported programs (standard indicator).
- Percent of women of reproductive age consuming a diet of minimum diversity
- Number of individuals receiving nutrition-related professional training through USG-supported programs (standard indicator).
- Vitamin A supplementation coverage.
- Percentage of pregnant women receiving Iron and folic acid supplementation.
- Percentage of PHCU facilities providing GMP services.
- Percentage of PHCU facilities providing Zinc for treatment of diarrhea.
- Number of under-5 children admitted for treatment of severe acute malnutrition (SAM).
- SAM management – cure rate.
- Percentage of woredas/zones/regions with active multisectoral nutrition platform for coordinated implementation of nutrition interventions.
- Percentage/number of woredas with nutrition service delivery by NGO or private sector provider.

8.4 Development Information Solution (DIS)

Performance Management Information Submission:

In compliance with ADS 201 and ADS 579 regarding data reporting, once the Activity Monitoring and Evaluation Plan is approved, the Recipient must submit all performance management information into the USAID Approved performance management system at the required frequencies. Data that shall be submitted to the system include:

1. Indicator results (baseline and targets will be entered by USAID/Ethiopia based on the approved LME Plan)
2. Intervention locations (including status, start and end dates and approximate financial resources for each location).
3. Submission of reporting/ periodic progress reports/ including supplemental and supporting materials.
4. For additional requirements related to Feed the Future, see the “Feed the Future Reporting in DIS” page on the Agrilinks website (<https://agrilinks.org/FTFinDIS>).

The COR/AOR will provide system access instructions and training materials as necessary.

8.5 Geographic Information Systems (GIS)

ADS 579 establishes the requirements governing USAID's development data lifecycle from collecting data to making it accessible. To fulfill the requirements of ADS 579 and promote best practice geographic data collection and management, the following defines standards that apply to geographic data associated with planning, managing, and implementing USAID/Ethiopia development programming.

The Recipient must apply methods to support USAID/Ethiopia's efforts to incorporate geographic data and analysis into USAID's overall development planning, design, and CLA. The Recipient must include geographic data collection, analysis, and submission methods in the LME Plan and Work Plans as separate sections. There are four types of geographic data that USAID/Ethiopia requires in a standardized manner:

- ***Activity and Intervention Location Data:*** The Recipient must submit Activity and Intervention Location Data according to the Mission's data requirements into DIS. Activity and Intervention Location Data refers to data that records a discrete point location for activity and intervention sites. When point data is not available, presence data of activities or intervention at the Woreda (Admin 3) level should be submitted into DIS. Reference: Activity Location Data (ADS 579mab).
- ***Monitoring Data:*** Geographically disaggregated indicator data that are used to investigate the geographic variation in performance for improved monitoring, learning, and adapting. Indicator data should be collected at the smallest administrative unit or point location possible. The PIRS should denote the level of collection. Reference: Monitoring Data Disaggregation by Geographic Location.
- ***Thematic Data:*** This refers to data such as demographic and health indicators, land use land cover, hydrology, and transportation infrastructure. When the Recipient creates or acquires such data sets using USAID funds, it must submit them to the AOR.
- ***Activity Specific Geographic Data:*** This refers to data such as the analytical output of a geographic analysis that is conducted while implementing an Activity. An example would be performing a geographic analysis of health facility access, when the Recipient creates or acquires such datasets and analysis using USAID funds it must submit them to the USAID.

GIS Data Submission:

The Recipient must submit all geographic data to USAID, and it will be reviewed in consultation with USAID to ensure that it meets the geographic data reporting requirements and minimizes risks. When possible, data should be submitted via DIS, for datasets that cannot be submitted to DIS, consult with USAID for submission options including possibly loading to the Data Development Data Library (DDL). The recipient should not submit personally identifiable information (PII, i.e., identify individuals in data submissions).

Geographic Data must be submitted in industry standard formats such as Shapefile (.shp) or GeoTIFF, GeoJSON, or in a File Geodatabase. Cartographic products generated using GIS technology shall be submitted in the industry standard formats of an Esri Map Document (.mxd) or Quantum GIS Project (.qgs). All datasets should include metadata.

Below are some standards for data sets submitted to USAID/Ethiopia:

- Coordinate System/Datum: EPSG:4326 or WGS 84
- Coordinate Format: Decimal Degrees (DD.DDDDDD) with at least 6 decimal places
- Accuracy Level: Less than 15 meters.

8.6 Non-Spatial Data and Software

All data the Recipient creates, collects, purchases, or acquires that supports the objectives of the activity shall provide a copy of data to USAID through a system provided by USAID including the Development Data Library (DDL).

The Recipient shall provide USAID all processed intermediate and raw data when requested.

Software: If the Recipient develops software such as applications/apps to process activity-related data, the recipient must provide such software, documentation of the software, and copy and source code of the software to USAID per the Federal Source Code Policy (M-16-21). If the Recipient develops an online repository of project-related information, then it is mandatory for the Recipient to provide USAID/Ethiopia full access to this information, including the right to extract data. If the Recipient buys software with significant resources, a mechanism must be discussed with USAID regarding its use after the activity ends.

List of Attachments

Attachment A: USAID Gender Equality and Women Empowerment Policy 2020 - https://www.usaid.gov/sites/default/files/documents/USAID_GenderEquality_Policy_MT_WEB_single_508.pdf

Attachment B: USAID Ethiopia Country Development and Cooperation Strategy (CDCS) - https://www.usaid.gov/sites/default/files/documents/1870/Ethiopia-CDCS_2019-2024_Final-Public-Dec-2019-2.pdf

Attachment C: Summary Report for USAID/Ethiopia Industry Days

[END OF SECTION A – PROGRAM DESCRIPTION]

SECTION B: FEDERAL AWARD INFORMATION

1. Estimate of Funds Available and Number of Awards Contemplated

USAID intends to award one (1) or more cooperative agreement(s) based on a competitive basis pursuant to this NOFO. Subject to the availability of funds and at the discretion of the Agency, USAID intends to provide approximately **\$69.5 million** in total USAID funding over a five (5) year period.

Out of the total estimated amount (TEA) of **\$69.5 million**, **\$54.5 million** will be drawn from Nutrition and MCH funds. This amount includes **\$1 million** for Crisis Modifiers. The remaining **\$15 million** will be used to implement recovery efforts in the conflict affected areas including restoration of nutrition services only if the Activity receives additional supplemental funding. It should be noted that USAID cannot guarantee that this ceiling will be reached by the end of this Activity. Actual amounts are subject to the availability of funds.

The technical application and budget need to reflect the funding allocation indicated hereinabove.

USAID reserves the right to fund any or none of the applications submitted.

2. Expected Performance Indicators, Targets, Baseline Data, and Data Collection

Please refer to Section A - Program Description.

3. Start Date and Period of Performance for Federal Awards

The anticipated period of performance is five (5) years. The estimated start date will be May 1, 2023.

4. Substantial Involvement

A Cooperative Agreement implies a level of “substantial involvement” by USAID (see ADS 303.3.11). This substantial involvement will be through the Agreement Officer, except to the extent that the Agreement Officer delegates authority to the Agreement Officer’s Representative (AOR) in writing. The intended purpose of the substantial involvement during the award is to assist the Recipient in achieving the stated objectives of the agreement. The anticipated substantial involvement elements for this award are listed below (this list does not include approvals required by Standard Mandatory Provisions for Non-US NGOs or other applicable law, regulation or provision):

- 4.1 **Approval of the Recipient's Implementation Plans**, including but not limited to, annual work plans, life-of-project exit strategy, and any subsequent revisions of such plans. If at the time of award, the program description does not establish a timeline in sufficient detail for the planned achievement of milestones or outputs, USAID may delay approval of the

Recipient's implementation plans for a later date. USAID must not require approval of implementation plans more often than annually. If the AO has delegated authority to the AOR to approve implementation plans, the AOR must review the agreement's terms and conditions to ensure that changes to the terms and conditions are not inadvertently approved by the AOR.

- 4.2 **Approval of Specified Key Personnel:** USAID may designate as key personnel only those positions that are essential to the successful implementation of the Recipient's program. USAID's policy limits this to a reasonable number of positions, generally no more than five positions or five percent of Recipient employees working under the award, whichever is greater.
- 4.3 **Agency and Recipient Collaboration or Joint Participation** in implementation, including, but not limited to, participation in advisory committees and direction and/or redirection of activities specified in the program description due to GOE priorities and guidance as well as interrelationships with other programs.
- a) Concurrence on the Substantive Provisions of Sub-Awards. 2 CFR 200.308 already requires the Recipient to obtain the AO's prior approval for the sub-award, transfer, or contracting out of any work under an award.
 - b) Approval of the Learning, Monitoring & Evaluation Plan – the LME Plan will be developed in consultation with USAID/Ethiopia. During the initial project planning period, the Recipient shall work closely with USAID/Ethiopia to ensure that the LME plan clearly links the Recipient's activity with the objectives and targeted outcomes of the Program Description. The jointly developed LME plan shall be submitted within 90 calendar days of the award.
 - c) Monitor to authorize specified kinds of direction or redirection because of interrelationships with other projects. All such activities must be included in the program description, negotiated in the budget, and made part of the award. Direction of Redirection of activities specified in the program description due to GOE priorities and guidance as well as interrelationships with other programs.
 - d) Collaborative involvement in selection of advisory committee members and participation in the advisory committee, if the program will establish an advisory committee that provides advice to the Recipient.
 - e) Agency Authority to Immediately Halt Construction.

5. 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).

6. Nature of the Relationship between USAID and the Recipient

The principal purpose of the relationship with the Recipient and under the subject program is to transfer funds to accomplish a public purpose of support or stimulation of the **Feed the Future Ethiopia Community Nutrition Activity** which is authorized by Federal statute. The successful Recipient will be responsible for ensuring the achievement of the program objectives and the efficient and effective administration of the award through the application of sound management practices. The Recipient will assume responsibility for administering Federal funds in a manner consistent with underlying agreements, program objectives, and the terms and conditions of the Federal award.

[END OF SECTION B]

SECTION C: ELIGIBILITY INFORMATION

1. Eligible Applicants

Eligibility for this NOFO is not restricted.

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

Faith-based organizations are eligible to apply for federal financial assistance on the same basis as any other organization and are subject to the protections and requirements of Federal law.

2. Cost Sharing or Matching

USAID has established a minimum of five (5) percent of the total negotiated estimated amount over the life of the Activity as the Recipient's cost share. Such funds may be provided directly by the recipient; other multilateral, bilateral, and foundation donors; host governments; and local organizations, communities and private businesses that contribute financially and in-kind to implementation of Activity at the country level. This may include contribution of staff level of effort, office space or other facilities or equipment which may be used for the program, provided by the recipient. For guidance on cost sharing in grants and cooperative agreements see 2 CFR 200.306 .

3. Other

Any one entity/organization may submit one (1) application for funding in response to this Notice of Funding Opportunity as a prime awardee.

[END OF SECTION C]

SECTION D: APPLICATION AND SUBMISSION INFORMATION

1. Agency Point of Contact

Name: Tesfaye Wolde
Title: Acquisition and Assistance Specialist
Email: twolde@usaid.gov

Name: Mariamawit Girma
Title: Acquisition and Assistance Specialist
Email: mgirma@usaid.gov

Name: Alula Abera
Title: Agreement Officer
Email: aabera@usaid.gov

2. Questions and Answers

Questions regarding this NOFO should be submitted to Tesfaye Wolde at twolde@usaid.gov and Mariamawit Girma at mgirma@usaid.gov with a copy to caddis@usaid.gov no later than the date and time indicated on the cover letter, as amended. The subject line must state “**Feed the Future Ethiopia Community Nutrition Activity**”. Any information given to a prospective applicant concerning this NOFO will be furnished promptly to all other prospective applicants as an amendment to this NOFO, if that information is necessary in submitting applications or if the lack of it would be prejudicial to any other prospective applicant.

3. General Content and Form of Application

USAID/Ethiopia will accept applications from the qualified entities as defined in Section C of this NOFO. The Applicant should follow the instructions set forth herein. If an applicant does not follow the instructions, the application may be downgraded and may not receive full credit under the applicable merit review criteria, or, at the discretion of the Agreement Officer, be eliminated from the competition.

Preparation of Applications:

Each applicant must furnish the information required by this NOFO. Applications must be submitted in two separate parts: - the Technical Application and the Business (Cost) Application. This subsection addresses general content requirements applying to the full application. Please see subsections 5 and 6, below, for information on the content specific to the Technical and Business (Cost) applications. The Technical application must address technical aspects only while the Business (Cost) Application must present the costs, and address risk and other related issues.

Both the Technical and Business (Cost) Applications must include a Cover Page containing the following information:

NOFO Number:	72066323RFA00002
Applicant name:	
Activity title:	
Total funds requested from USAID/Ethiopia:	
Proposed period of performance:	
Applicant's full headquarters address (primary or lead applicant):	
Identification and signature of the primary contact person (by name, title, organization, mailing address, telephone number and email address) and the identification of the alternate contact person (by name, title, organization, mailing address, telephone number and email address):	
Name of any proposed sub-recipients or partnerships (identify if any of the organizations are local organizations, per USAID's definition of 'local entity' under ADS 303):	
Name and Signature of Individuals authorized to negotiate terms, conditions and countersigns the award (title/ position, email address, telephone number):	
<i>Unique Entity Identifier (UEI) of applicants and sub-awardees/ partners. Tax identification number, and Letter of Credit (LOC) number for the applicant, if available.</i>	

Any erasures or other changes to the application must be initiated by the person signing the application. Applications signed by an agent on behalf of the applicant must be accompanied by evidence of that agent's authority unless that evidence has been previously furnished to the issuing office.

Applicants may choose to submit a Cover Letter in addition to the Cover Page, but it will serve only as a transmittal letter to the Agreement Officer. The Cover Letter will not be reviewed as part of the merit review criteria.

Applications must comply with the following:

- USAID will not review any pages in excess of the page limits noted in the subsequent sections. Please ensure that applications comply with the page limitations.
- Written in English.
- Use standard 8 ½" x 11", single-spaced, 11-point Times New Roman font, 1.5" (2.7cm) margins, left justification and headers and/or footers on each page including consecutive page numbers, date of submission, and applicant's name.
- 10-point font can be used for graphs and charts. Tables, however, must comply with the 11 point Times New Roman requirement.
- Submitted via Microsoft Word or PDF formats, except budget files which must be submitted in Microsoft Excel.
- The estimated start date identified in Section B of this NOFO must be used in the cost application.
- The technical application must be a searchable and editable Word or PDF format as appropriate.
- The Cost Schedule must include an Excel spreadsheet with all cells unlocked and no hidden formulas or sheets. A PDF version of the Excel spreadsheet may be submitted in addition to the Excel version at the applicant's discretion, however, the official cost application submission is the unlocked Excel version.

Applicants must review, understand, and comply with all aspects of this NOFO. Failure to do so may be considered as being non-responsive and may be evaluated accordingly. Applicants should retain a copy of the application and all enclosures for their records.

4. Application Submission Procedures

Applications in response to this NOFO must be submitted no later than the Closing Date and Closing Time indicated on the Cover Letter of the NOFO, as amended. Late applications will be reviewed in accordance with USAID ADS 303.3.6.6. Applicants must retain proof of timely delivery in the form of system generated documentation of delivery receipt date and time and/or confirmation from the receiving office.

Email submission

Applications must be submitted by email to Tesfaye Wolde twolde@usaid.gov and Mariamawit Girma at mgirma@usaid.gov with a copy to caddis@usaid.gov. Email submissions must include the NOFO number and applicant's name in the subject line heading. In addition, for an application sent by multiple emails, the subject line must also indicate whether the email relates to the technical or cost application, and the desired sequence of the emails and their attachments (e.g., "No. 1 of 4", etc.). For example, if your cost application is being sent in two emails, the first email should have a subject line that states: "[NOFO number], [organization name], Cost Application, Part 1 of 2".

Telegraphic or faxed or hard copy applications are not authorized for this NOFO and will not be accepted.

After submitting an application electronically, applicants should immediately check their own email to confirm that the attachments were indeed sent. If an applicant discovers an error in transmission, please send the material again and note in the subject line of the email or indicate in the file name if submitted via grants.gov that it is a "corrected" submission. Do not send the same email more than once unless there has been a change, and if so, please note that it is a "corrected" email.

Applicants are reminded that email is NOT instantaneous, and in some cases delays of several hours occur from transmission to receipt. Therefore, applicants are requested to send the application in sufficient time ahead of the deadline. For this NOFO, the initial point of entry to the government infrastructure is the USAID mail server.

There may be a problem with the receipt of *.zip files due to anti-virus software. Therefore, applicants are discouraged from sending files in this format as USAID/ cannot guarantee their acceptance by the internet server.

Each email with file attachments must not exceed 25 MB in size.

5. Technical Application Format

The technical application should be specific, complete, and presented concisely. The application must demonstrate the applicant's capabilities and expertise with respect to achieving the goals of this activity. The application should take into account the requirements of the activity and merit review criteria found in this NOFO.

The Technical Application should consist of the following:

(a) Cover Page (as discussed above) (limit: one page)

(b) Table of Contents

Include major sections and page numbering to easily cross-reference and identify merit review criteria.

(c) Executive Summary (limit: one page)

The Executive Summary must provide a high-level overview of key elements of the Technical Application.

(d) Technical Application Body (limit: not to exceed twenty (20) pages excluding annexes);

The basic purpose of the Technical Application Body is to provide the information necessary to allow USAID/Ethiopia to evaluate the applicant fairly and completely under each of the merit review criteria specified in Section E of this NOFO.

Based on the Merit Review Criteria, the Technical Application Body will contain the following sections:

1: Technical Approach

2: Staffing and Management Approach

3: Activity Learning, Monitoring, Evaluation (LME) Plan

4: Institutional Capability and Experience

Additional specific guidance for each Section of the Merit Review Application Body is set forth below:

1: Technical Approach

- (i) The Applicant must propose a comprehensive and innovative technical approach that articulates how the Applicant intends to achieve Activity results described in the Program Description. The application must address each of the following issues:
 - Presents a clear understanding of the context, challenges and opportunities, expected results and guiding principles of the activity and articulates a convincing, technically sound approach to achieve them.
 - The approach must provide a clear and detailed statement of logic, assumptions, causal relationships, challenges, opportunities, and risks within the nutrition sector in Ethiopia and how the Applicant intends to address them to achieve the Activity objectives.
 - Present a clear and concise description of the Applicant's technical strategy and methods, geographic coverage, including how the Applicant will collaborate with existing efforts and promote sustainability and local capacity development. Strategies and interventions proposed must clearly link to issues and problems with achievable solutions and demonstrate a sound understanding of the conflict and crises dynamics.
 - Describe a framework to determine sequencing and layering in target communities. The technical approach must demonstrate the program's ability to respond to the changing nutrition needs in each targeted cluster in order to achieve broad, equitable impact. The applicant must describe how key contextual factors will affect the likelihood of success of the activity.
 - Applicants are also expected to take into consideration the guiding principles and programmatic requirements described in the Program Description, such as environmental compliance, gender, youth development, and social inclusion, when developing the technical approach.
 - Cross-cutting Issues: In addition to the more detailed discussion of the core interventions for each specific location, the Applicant must describe how cross-cutting issues of host country ownership, gender integration and environmental compliance will be incorporated in the implementation of the Activity. Applicants must highlight their capability to address gender gaps and ensure gender integration throughout implementation of the Activity.
- (ii) An Implementation Plan should be proposed detailing how and when specific activities will be implemented over the life of the Activity. The application must use evidence and clear logic to detail the implementation strategy that is realistic and achievable. The strategy must also describe how the Activity will be coordinated with other relevant existing USAID

Ethiopia investments in nutrition, as well as investments and interventions from other donors and stakeholders in Ethiopia. A brief discussion of potential anticipated challenges to successful implementation and proposed mitigation strategies must also be included.

- (iii) Applicants must present a sustainability strategy and plan that describes how the gains will be sustained. The Plan must demonstrate a clear approach for encouraging host government ownership, describe innovative tools and methodologies to develop capacity of local actors including NGOs and the private sector, as mentioned in the Program Description.

2: Staffing and Management Approach

Applicants must describe their proposed staffing and management approach including proposed partners, key personnel roles and responsibilities, prime and proposed subrecipients' experience and expertise relevant to achievement of the Activity objectives. The Applicant's Staffing and Management Approach must address the following elements:

- (i) **Key Personnel:** Applicants must provide a position description for each proposed key personnel, identify the organizational affiliation for each key personnel, and articulate how the proposed individual has the requisite skills and experience to fulfill the key personnel role functions. Key personnel must demonstrate state-of-the-art expertise in international standards. The Applicant must submit a resume/CV, a minimum of list of three references (including name of reference, position/title, professional relationship, email address and phone number), and a letter of commitment for each key personnel position. Resumes, CVs, and a letter of commitment of proposed key personnel must be included as an annex to the technical application. USAID may seek references from the provided sources as well as additional references as needed.

The Resume of each candidate should include relevant professional qualifications and experience appropriate to manage and achieve the expected results. The letter of commitment of each candidate will indicate an (i) availability to serve in the stated position; (ii) intention to serve for the full period of performance of the award; and (iii) agreement to the compensation levels which correspond to the levels set forth in the cost application. Applicants are strongly discouraged from requiring key personnel to sign exclusivity agreements. Please note that the Resumes or CVs are not counted in the page limit but are limited to 2 pages for each key personnel. A key personnel matrix of all proposed key personnel, providing an analysis of how their relevant skills match or exceed the minimum requirements under each Intermediate Results (IR) described in this NOFO, must be submitted along with the resumes.

A brief discussion of the positions and the minimum qualifications (skills, experience, and education) of the key personnel positions, which are considered essential for implementation of the activity are outlined below. The applicant may propose a different structure based on their technical approach (but no more than 5 Key Personnel).

1. Chief of Party (COP)
2. Nutrition Technical Advisor and Deputy Chief of Party (DCOP)
3. SBC and Community Engagement Advisor

4. Health System Strengthening (HSS) Advisor
5. Learning, Monitoring, and Evaluation (LME) Advisor

The position titles above are illustrative, and Applicants are encouraged to use the terminology applied within their own organizations and that are relevant in the Ethiopian context, but without diluting the intent of the key staff roles outlined below. Applicants are also welcome to propose another variation of key personnel structure if it will yield greater achievement of the Activity's objectives and most importantly, projected results. The Recipient is encouraged to identify and propose a mix of qualified international and Ethiopian candidates (with particular attention to women) for senior leadership and management positions in addition to other level positions.

The COP and the Finance and Operations Director must be furnished immediately (no later than 30 days after award) with the remaining key personnel hired shortly thereafter (no later than 45 days after award).

The below descriptions and qualifications are illustrative. The Recipient should provide more robust descriptions and qualifications for each of the positions.

Chief of Party (COP) - The COP will provide technical leadership, administrative oversight, and day-to-day management of the activity. S/he will have the strategic vision, leadership qualities, depth and breadth of technical expertise and experience, professional reputation, management experience, interpersonal skills, and both oral and written communication and presentation skills to fulfill the diverse technical and managerial requirements of the activity. Based in Addis Ababa, the COP will have technical and management responsibility for all Recipient personnel and be the Recipient's representative to USAID/Ethiopia, the GOE, other donors, technical agencies and other key stakeholders as required. The COP will have overall responsibility for addressing award-related issues, including ensuring that Recipient financial controls and systems comply with generally accepted accounting practices that meet USAID standards and that all project-procured materials and equipment are safeguarded prudently and responsibly used. Through use of adaptive management, s/he will be responsible for the smooth implementation of the activity ensuring all objectives and deliverables (including reporting) are met on time and within budget.

Minimum qualifications: PhD or master's degree in public health, nutrition, or other related field, with deep understanding and knowledge of nutrition issues and programming in a developing country. At least 15 years of demonstrated experience in project management and administrative duties for USG funded projects or other internationally funded programs.

Deputy Chief of Party (DCOP) – The DCOP will have complementary technical skills and experience with the COP. The DCOP will be responsible for various technical components of the Activity and make operational decisions in the absence of the COP. The DCOP will focus on nutrition technical implementation of the Activity including multisectoral coordination.

Minimum qualifications: PhD or master's degree in public health, nutrition, or other related field, with deep understanding and knowledge of nutrition issues and programming in a developing country. At least 12 years of demonstrated experience in nutrition project management or technical advisory role for USG funded projects or other internationally funded programs. Experience in nutrition is required.

SBC and Community Engagement Advisor – The incumbent will be responsible to lead the SBC and community engagement interventions, in close coordination with key personnel and technical advisors.

Minimum qualifications: Minimum master's degree in public health, nutrition, or other related field, with deep understanding and knowledge of nutrition issues and programming in a developing country. At least 10 years of demonstrated experience in SBC project management or technical advisory role for USG funded projects or other internationally funded programs. Experience in SBC is required.

Health System Strengthening (HSS) Advisor – The incumbent will be responsible to lead the nutrition service quality improvement interventions, in close coordination with key personnel and technical advisors.

Minimum qualifications: Minimum master's degree in public health, or other related field, with deep understanding and knowledge of health system strengthening, quality of care, health information system, health supply chain management and service delivery platforms in a developing country. At least 10 years of demonstrated experience in HSS project management or technical advisory role for USG funded projects or other internationally funded programs. Experience in HSS is required.

Learning, Monitoring and Evaluation (LME) Advisor – The incumbent will be responsible to lead the monitoring, evaluation learning and research efforts as described above, in close coordination with key personnel and technical advisors.

Minimum qualifications: Minimum master's degree in public health, health informatics, monitoring and evaluation, or other related field, with deep understanding and knowledge of public health and nutrition LME. At least 10 years of demonstrated experience in LME lead or senior advisory role for USG funded projects or other internationally funded programs. Experience in LME is required.

- (ii) **Staffing Plan:** The Staffing Plan must identify each key and non-key personnel position by title and demonstrate how they logically align with the objectives and IRs of the Activity. The Applicant must propose individuals that they deem appropriate for the anticipated role of each position and have the sufficient managerial as well as technical capacity, expertise, experience, and academic qualifications for the positions they are proposed to fill. The overall staffing pattern must demonstrate a solid understanding of key technical and

organizational requirements and an appropriate mix of skills, while avoiding excessive staffing. The Applicant will present its strategy to retain key personnel throughout the life of the activity (especially the Chief of Party), as well as its contingency plan in the event any key personnel leave the activity. Noting that all staff may not be available or needed at inception, dates that key personnel are available to start work full-time with the Activity are also required. This section must include: (1) a detailed organizational chart; (2) a brief description of key personnel; and (3) a skills matrix for all proposed prime and subrecipient project staff.

- (iii) **Management Plan:** The Applicant must clearly articulate the roles and responsibilities of all key stakeholders, while differentiating the Applicant's activities from those of the subrecipient implementers (if any), the home office, and the field staff. If the Applicant proposes subrecipients, the applicant must briefly describe the roles and responsibilities of the proposed subrecipient, including whether they have existing relationships with these other organizations and the nature of the relationship. In the event of two or more organizations applying together as part of a team, USAID requires a well-defined prime and subrecipient relationship. Activities that work with new and underutilized partners are encouraged. The Applicant must propose forms of engagement that will increase the likelihood for local and locally established partners, or the affected communities themselves, to continue the program's activities and/or maintain its achievements without funding from USAID. The Applicant must succinctly outline an inclusive leadership approach that will create a shared common vision and purpose that builds trust and recognizes the value and contribution of all subrecipients. An organizational chart must be included in an annex.

3: Activity Learning, Monitoring, Evaluation (LME) Plan

Applicants are required to provide an LME Plan for the Activity. The Plan table must be included as an annex to the technical application. Indicators and annual targets in the Plan must directly relate to the technical assistance and support to be provided. Applicants are encouraged to propose in their Activity LME Plan with a set of benchmarks to be achieved against a set of qualitative and quantitative indicators for each technical element. It is expected that all indicators, when practical, be disaggregated by gender and that specific attention be paid to strategies for better inclusion of women as direct program beneficiaries. USAID expects the recipient to have a robust LME Plan that is fit-for-purpose to enable evidence-driven adaptation by both the Recipient and USAID. The Plan must outline the approaches and resources for learning opportunities for adaptation, measuring results and achievements of activity, collaborating, and adapting. Traditional monitoring and evaluation approaches including indicator monitoring are included under the LME umbrella. The Recipient is also encouraged to apply other complexity-aware monitoring and learning approaches such as outcome harvesting, most significant change, etc.

USAID has integrated Collaborating, Learning and Adapting (CLA) into all aspects of its operations and programming to achieve better development outcomes. This involves strategic collaboration, systematic and continuous learning, and adaptive management. Applicants should discuss approaches how they will implement CLA in the Activity and should think strategically about:

- How does the applicant take the time to think critically about its work? (Learning)
- Is the applicant strategic with whom to collaborate with, what it is learning? and (Collaborating)

- Does the applicant use those learnings to change accordingly? (Adapting)

4: Institutional Capability and Experience

(i) Institutional Capacity

The applicant must present the relevant and specialized competence that itself and each subrecipient will contribute. This shall include demonstrated accomplishments and institutional capability to carry out activities of the type required under this Program. The management plan must include descriptions of the following elements:

- **Participating Organizations** - Proposed prime organization, other organizations, if any, and their relationships shall be clearly described. This shall include a description of the comparative advantage that each organization brings to this activity. Applications proposing a consortium or joint-venture-like mechanism rather than a prime/sub need to include a description of the management procedures to be followed regarding each member, and what operational arrangements for coordination with USAID/Ethiopia and other institutional partners will be made. Note that the USAID will only commit to a bilateral relationship so consortium and joint-venture arrangements must designate (authorize) one legal entity/individual able to bind all partners in the offer to USAID.
- **Policies and Procedures** - Proposed policies and procedures for managing and directing the effort to ensure productivity, quality, cost control, and early identification and resolution of difficulties shall be described. Standard corporate policies and practices documentation submitted for Agreement Officer responsibility determination may be referenced, however the intent here is to highlight (unique) policies that may be created specifically in responding to the NOFO.
- **Implementation Planning** – This must illustrate how the applicant intends to implement a management plan that contributes to the achievement of the stated results. The application shall contain a detailed Mobilization Plan showing when field staff will be mobilized in Ethiopia, as well as the startup of field office(s) if any.

(ii) Past Performance References

Applications must include a complete list of all USG and/or privately-funded contracts, grants, cooperative agreements, etc. received by the organization in the last five (5) USG fiscal years (October 1 – September 30) involving activities similar to the project proposed in the application. Performance as a subcontractor and/or sub grantee may also be provided with contact (reference) information of a knowledgeable representative from the prime and the U.S. Federal agency. Past performance of significant and critical subs and other types of partnership in applications will be considered to the extent of their merit relevant to the proposed effort.

Briefly include the following for each award listed:

- Name of awarding organization or agency
- Address of awarding organization or agency
- Place of performance of services or project
- Award number
- Activity Title
- Amount of award

- Term of award (begin and end dates of services/project)
- Name, current telephone number, current fax number, and email address of a responsible technical representative of that organization or agency
- Brief description of the activity
- Reference (name, title, telephone and email address) information

If the applicant encountered problems on any of the referenced Awards, it may provide a short explanation and the corrective action taken. USAID reserves the right to obtain relevant information concerning an applicant's history of performance from any sources and may consider such information in its review of the applicant's risk. USAID may request additional information and conduct a pre-award survey if they determine that it is necessary to inform the risk assessment.

6. Business (Cost) Application Format

The Business (Cost) Application must be submitted separately from the Technical Application. While no page limit exists for the Cost Application, applicants are encouraged to be as concise as possible while still providing the necessary details. The Business (Cost) application must include: a) Cover Page; b) Required Forms; c) Pre-Award Certifications, Assurances, and Other Statements of the Recipient; d) Other Budgetary Information; e) Prior Approvals; f) Approval of Subawards; g) Unique Entity Identifier and System for Award Management (SAM); h) Branding Strategy & Marking Plan (BS and MP); i) Funding Restrictions; and j) Conflict of Interest Pre-Award Term.

Prior to award, applicants may be required to submit additional documentation deemed necessary for the Agreement Officer to assess the applicant's risk in accordance with 2 CFR 200.205. Applicants should not submit any additional information with their initial application. The Cost Application must contain the following sections (which are further elaborated below):

a) Cover Page:

Please see Subsection D.3 above for requirements.

b) Required Forms:

The applicant must sign and submit the cost application using the SF-424 series. Standard Forms can be accessed electronically at <https://www.grants.gov/web/grants/forms/sf-424-family.html>

Failure to accurately complete these forms could result in the rejection of the application.

c) Pre-Award Certifications, Assurances and Other Statements of the Recipient:

In addition to the certifications included in the Standard Form 424, the AO must obtain the following certifications, assurances, and other statements from both U.S. and non-U.S. organizations (except as specified below) before making an award and as otherwise required by

the regulations listed in this section. The AO must also incorporate the solicitation standard provisions and provide links to the applicable award standard provisions in all solicitations.

The AO may choose to ask that the applicant submit the certifications either as part of the application or during negotiations. The AO should consider the administrative burden of requiring certifications as part of the application in light of potential delays in making the award while waiting for the certifications. The required certifications, assurances, and other statements are:

All Certifications and statements found in “Certifications, Assurances, Representations, and Other Statements of the Recipient” ADS 303mav document found at <https://www.usaid.gov/ads/policy/300/303mav> including, but not limited to:

- i. Assurance of Compliance with Laws and Regulations Governing Nondiscrimination in Federally Assisted Programs (This assurance applies to Non-U.S. organizations, if any part of the program will be undertaken in the U.S.).
- ii. Certification on Lobbying.
- iii. Prohibition on Assistance to Drug Traffickers for Covered Countries and Individuals (ADS 206, Prohibition of Assistance to Drug Traffickers).
- iv. Certification Regarding Terrorist Financing Implementing Executive Order 13224.
- v. Certification of Recipient.
- vi. A signed copy of the Survey on Ensuring Equal Opportunity for Applicants.
- vii. Representation by Organization regarding a Delinquent Tax Liability or Felony Criminal Conviction (August 2014).
- viii. Other Statements of Recipients.
Please submit a copy of your Certificate of Compliance if your organization's systems have been certified by USAID/Washington's Office of Acquisition and Assistance (M/OAA).

d) Other Budgetary Information:

In addition, the following budgetary information should be provided in the Cost Application.

- (i) ***Guidelines:*** The following general guidelines apply.
 - A. The Cost Application should be for a period of 60 months.
 - B. Budget should be stated in US Dollars and the USAID/Ethiopia support should total approximately \$69.5million.
 - C. Applicants should assume notification of an award as set forth in Section B.2.
- (ii) ***Spreadsheets Required:*** The following spreadsheets are required:
 - A. A Summary Spreadsheet showing the cost for the major cost categories identified.
 - B. Separate detailed budgets that provides sufficient detailed information at the individual cost line item that is sufficient to allow USAID/Ethiopia to determine that the costs represent a realistic and efficient use of funding to implement the applicant’s program and are allowable in accordance with the

cost principles found in 2 CFR 200 Subpart E. The types of costs should be organized based on the cost categories specified above in Section D.6 and Annex 1. This budget should contain total amounts for each line item of cost for the entire 60-month period (not only should the total amount of dollars over 60 months for each cost line item be included but the cumulative number of units – days, trips, months etc. should also be summed).

C. Separate sheets that breakdown the costs specified in Subsection B above to each of the five program years. NOTE: Applicants can alternatively include the detailed cost breakdown per year in the overall 60-month summary described above.

(iii) **Spreadsheet Format:** The Budget must be submitted as one unprotected Excel file (MS Office 2000 or later versions) with visible formulas and references and must be broken out by activity year, including itemization of the federal and non-federal (cost share) amount, if any. Files must not contain any hidden or otherwise inaccessible cells. Budgets with hidden cells lengthen the cost analysis time required to review the application, and may result in a rejection of the cost application.

(iv) **Sub-Recipient Budgets:** The budget shall include a summary and breakdown of the costs allocated for each sub-recipient or sub-contractor involved in the activity (unless the agreement or contract is on a fixed amount basis). While it is preferred that detailed subcontract or sub-agreement costs be included in the overall detailed spreadsheet(s) described above, applicants have the option of including separate sub-agreement or subcontract budgets for the sake of clarity.

(v) **Budget Notes:** Budget notes are required. These budget notes must provide an accompanying narrative by line item which explains in detail the basis for how the individual line-item costs were derived. The budget notes must be sufficient to ensure that USAID can determine the purpose of every cost item proposed, as well as understand the basis for the cost estimate (units and unit cost).

(vi) **Line Item Costs:** The following Section provides guidance on line item costs:

A. **Salaries & Wage** – must be proposed consistent with 2 CFR 200.430 Compensation - Personal Services. The applicant's budget must include position title, salary rate, level of effort, and salary escalation salaries and wages should be proposed in accordance with the organization's personnel policies. Details on the basis of estimate for each proposed salary should be sufficiently addressed in the budget narratives for all positions [key, consultants, and non-key personnel]. Any specific element of compensation and proposed salary increase [initial or annual] must be sufficiently justified and supported with the organization's personnel policies and must describe the rationale used and supporting market research.

The applicant's budget must include position title, salary rate, level of effort, and salary escalation factors for each position. The Budget Narrative

must demonstrate that the proposed compensation is reasonable for the services rendered and consistent with what is paid for similar work in other activities of the applicant.

- B. **Fringe Benefits and Allowance** – If the organization has a fringe benefit rate that has been approved by an agency of the Government, such rate should be used, and evidence of its approval should be provided. If a fringe benefit rate has not been so approved, the application should propose a rate and explain how the rate was determined. If the latter is used, the narrative should include a detailed breakdown of all items of fringe benefits (e.g., unemployment insurance, workers compensation, health and life insurance, retirement) and the costs of each, expressed in dollars and as a percentage of salaries.

Allowances, when proposed, must be broken down by specific type and by position. Applicants must explain all assumptions in the Budget Narrative.

- C. **Travel and Transportation** – Provide details to explain the purpose of the trips, the number of trips, domestic and international, the origin and destination, the number of individuals traveling, and the duration of the trips. Per Diem and associated travel costs must be based on the applicant's normal travel policies (applicants may however choose to refer to the Federal Standardized Travel Regulations for cost estimates). When appropriate please provide supporting documentation as an attachment, such as company travel policy, and explain assumptions in the Budget Narrative.
- D. **Equipment:** capital equipment like generators, lab equipment etc. will be estimated in this budget. Please include information on estimated types of equipment, models and the cost per unit and quantity. The Budget Narrative must include the purpose of the equipment and the basis for the estimates. The Budget Narrative must support the necessity of any rental costs and reasonableness in light of such factors as: rental costs of comparable property, if any; market conditions in the area; alternatives available; and the type, life expectancy, condition, and value of the property leased.

NOTE: In accordance with 2 CFR 200, “**Equipment**” means tangible personal property (including information technology systems) having a useful life of more than one year and a per-unit acquisition cost which equals or exceeds the lesser of the capitalization level established by the non-Federal entity for financial statement purposes, or \$5,000. **All equipment must be listed in a separate budget line item.**

- E. **Supplies** – This category includes items like computers, office furniture, printer/copier, projector, server, etc. The application should indicate the supplies, and their value, that are required to run the Office in Addis Ababa and Sub Offices.

F. **Contractual** – Must include costs of direct program activities, monitoring, evaluation, and learning costs, Consultants, Trainings, workshops, monitoring, evaluation and learning costs, conferences, campaigns, consultants, subawards and other direct program implementation costs. Specify the budget for the portion of the program to be passed through to any subrecipient. See 2 CFR 200.330 for assistance in determining whether the sub-tier entity is a subrecipient or contractor. The subrecipient budgets must align with the same requirements as the applicant's budget, including those related to fringe and indirect costs. The applicant should indicate the subject, venue and duration of any proposed conferences and seminars, and their relationship to the objectives of the program, along with estimates of costs.

G. **Construction** – NOT APPLICABLE

H. **Other Direct Costs** – This may include other costs not elsewhere specified, such as report preparation costs, passports and visas fees, medical exams and inoculations, equipment rental, office rent, utilities, communication, maintenance or service costs, costs associated with implementation of Branding and Marking Plan, costs for services not part of the technical scope/delivery of the award (i.e. logistical support services) as well as any other miscellaneous costs which directly benefit the program proposed by the applicant. The Budget Narrative must support the necessity of any rental costs and reasonableness in light of such factors as: rental costs of comparable property, if any; market conditions in the area; alternatives available; and the type, life expectancy, condition, and value of the property leased.

I. **Indirect Costs** – Applicants must indicate whether they are proposing indirect costs or will charge all costs directly. In order to better understand indirect costs please see Subpart E of 2 CFR 200.414. The application must identify which approach they are requesting and provide the applicable supporting information. Below are the most commonly used Indirect Cost Rate methods:

Method 1 - Direct Charge Only

Eligibility: Any applicant

Initial Application Requirements: See above on direct costs

Method 2 - Negotiated Indirect Cost Rate Agreement (NICRA)

Eligibility: Any applicant with a NICRA issued by a USG Agency must use that NICRA.

Initial Application Requirements: If the applicant has a current NICRA, submit your approved NICRA and the associated disclosed practices. If

your NICRA was issued by an Agency other than USAID, provide the contact information for the approving Agency. Additionally, at the Agency's discretion, a provisional rate may be set forth in the award subject to audit and finalization. See [USAID's Indirect Cost Rate Guide for Non Profit Organizations](#) for further guidance.

Method 3 - De minimis rate of 10% of modified total direct costs (MTDC)

Eligibility: Any applicant that has never received a NICRA Initial Application Requirements: Costs must be consistently charged as either indirect or direct costs, but may not be double charged or inconsistently charged as both. If chosen, this methodology once elected must be used consistently for all Federal awards until such time as a non-Federal entity chooses to negotiate an indirect rate, which the non-Federal entity may apply to do at any time. The applicant must describe which cost elements it charges indirectly vs. directly. See 2 CFR 200.414(f) for further information.

Method 4 - Indirect Costs Charged As A Fixed Amount

Eligibility: Non U.S. non-profit organizations without a NICRA may request, but approval is at the discretion of the AO Initial Application Requirements: Provide the proposed fixed amount and a worksheet that includes the following:

- Total costs incurred by the organization for the previous fiscal year and estimates for the current year.
- Indirect costs (common costs that benefit the day-to-day operations of the organization, including categories such as salaries and expenses of executive officers, personnel administration, and accounting, or that benefit and are identifiable to more than one program or activity, such as depreciation, rental costs, operations and maintenance of facilities, and telephone expenses) for the previous fiscal year and estimates for the current year
- Proposed method for prorating the indirect costs equitably and consistently across all programs and activities of using a base that measures the benefits of that particular cost to each program or activity to which the cost applies.

If the applicant does not have an approved NICRA and does not elect to utilize the 10% de minimis rate, the Agreement Officer will provide further instructions and may request additional supporting information, including financial statements and audits, should the application still be under consideration after the merit review. USAID is under no obligation to approve the applicant's requested method.

- J. **Seminars and Conferences:** The application should indicate the subject, venue, and duration of proposed conferences and seminars, and their relationship to the objectives of the program, along with estimates of costs.

K. **Foreign Government Delegations to International Conferences-** Funds in this agreement may not be used to finance the travel, per diem, hotel expenses, meals, conference fees, or other conference costs for any member of a foreign government's delegation to an international conference sponsored by a public international organization, except as provided in ADS Mandatory Reference "Guidance on Funding Foreign Government Delegations to International Conferences or as approved by the AOR www.usaid.gov/sites/default/files/documents/1868/350maa.pdf

L. **Training Costs** - If there are any training costs to be charged to this Agreement, they must be clearly identified.

M. **Audit Fees** - If the applicant proposes expending more than \$300,000 of USAID funding during a single fiscal year of the applicant, the applicant must include funds within the budget to contract an audit, with the Statement of Work approved by USAID. Any sub awards for more than \$300,000 per year or \$750,000 in total are required to be audited.

(vii) Joint Venture:

In the case of an application where the entity receiving the award is a joint venture, partnership or some other type of group where the proposed applicant is not a legal entity, the Cost Application must include a copy of the legal relationship between the prime applicant and its partners. The application document should include a full discussion of the relationship between the applicant and its partners, including identification of the applicant with which USAID will directly engage for purposes of Agreement administration, the identity of the applicant which will have accounting responsibility, how Agreement effort will be allocated and the express Agreement of the principals thereto to be held jointly and severally liable for the acts or omissions of the other.

(viii) Certifications:

The required Certifications, including the SF 424s, should be included with the Cost Application.

(ix) Financial Reporting:

The Cost Application should describe headquarters and field procedures for financial reporting. Discuss the management information procedure you will employ to ensure accountability for the use of U.S. Government funds. Describe program budgeting, financial, and related program reporting procedures.

(x) Financial Commitments:

Indicate if financial commitments were made among partners during the preparation of the application. Budgets shall indicate the amounts committed to each member of the team. Letters of commitments from partners may be included in an annex in the Merit Review Application.

(xi) Financial and Management Status Information:

If requested by USAID after submission of applications, please provide information on the Applicant's financial and management status, including:

- a) Audited financial statements for the past three years.
- b) Organization chart, by-laws, constitution, and articles of incorporation, if applicable.
- c) If the applicant has made a certification to USAID that its personnel, procurement and travel policies are compliant with applicable OMB circular and other applicable USAID and Federal regulations, a copy of the certification should be included with the application. If the certification has not been made to USAID/Washington, the applicant should submit a copy of its personnel (especially regarding salary and wage scales, merit increases, promotions, leave, differentials, etc.), travel and procurement policies, and indicate whether personnel and travel policies and procedures have been reviewed and approved by any agency of the Federal Government. If so, provide the name, address, and phone number of the cognizant reviewing official.

(xii) Accounting System Approval:

If applicable, approval of the organization's accounting system by a U. S. Government agency including the name, addresses, and telephone number of the cognizant auditor.

(xiii) Resources and Capacity:

The Cost Application should also address the applicant's resources and capacity in the following areas in narrative form:

- a) Have adequate financial resources or the ability to obtain such resources, as required during the performance of the award.
- b) Has the ability to comply with the agreement conditions, considering all existing prospective recipient commitments both nongovernmental and governmental.
- c) Has a satisfactory record of performance. Generally, relevant unsatisfactory performance in the past is enough to justify a finding of non-responsibility, unless there is clear evidence of subsequent satisfactory performance, or the applicant has taken adequate corrective measures to assure that it will be able to perform its functions satisfactorily.
- d) Has a satisfactory record and business ethics.
- e) Is otherwise qualified to receive an award under applicable laws and regulations.

(xiv) Risk Assessment:

If requested by USAID after submission of applications, the Applicant shall provide any additional information relating to risk assessment considered necessary in order for the Agreement Officer to evaluate risk. Please note that a positive risk assessment is a requirement for award, and all organizations will be subject to a review to verify the information provided and substantiate the determination, including, but not limited to, checking references and, possibly, a pre-award survey.

- (xv) Cost Sharing:
Cost Sharing is required for this activity at a minimum of 5% (five percent).

e) Prior Approvals in accordance with 2 CFR 200.407

Inclusion of an item of cost in the detailed application budget does not satisfy any requirements for prior approval by the Agency. If the applicant would like the award to reflect approval of any cost elements for which prior written approval is specifically required for allowability, the applicant must specify and justify that cost. See 2 CFR 200.407 for information regarding which cost elements require prior written approval.

f) Approval of Subawards

The applicant must submit information for all subawards that it wishes to have approved at the time of award. For each proposed subaward, the applicant must provide the following:

- Name of organization
- Unique Entity Identifier
- Confirmation that the subrecipient does not appear on the Treasury Department's Office of Foreign Assets Control (OFAC) list
- Confirmation that the subrecipient does not have active exclusions in the System for Award Management (SAM)
- Confirmation that the subrecipient is not listed in the United Nations Security designation list
- Confirmation that the subrecipient is not suspended or debarred
- Confirmation that the applicant has completed a risk assessment of the subrecipient, in accordance with 2 CFR 200.332(b)
- Any negative findings as a result of the risk assessment and the applicant's plan for mitigation.

g) Unique Entity Identifier and System for Award Management (SAM)

USAID may not award to an applicant until the applicant has complied with all applicable Unique Entity Identifier and SAM requirements. Each applicant (unless the applicant is an individual or Federal awarding agency that is exempted from requirements under 2 CFR 25.110(b) or (c), or has an exception approved by the Federal awarding agency under 2 CFR 25.110(d)) is required to:

- (i) 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.
- (ii) Provide a valid unique entity identifier for the applicant and all proposed sub-recipients;

- (iii) 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.

The registration process may take many weeks to complete. Therefore, applicants are encouraged to begin the process early. If an applicant has not fully complied with the requirements above by the time USAID is ready to make an award, USAID may determine that the applicant is not qualified to receive an award and use that determination as a basis for making an award to another applicant.

If you require a unique entity identifier for SAM.gov entity registration or an update to your entity name or address, go to [SAM.gov](https://sam.gov) on or after 4/4/22 to complete the process. For additional information on the change in the Unique Entity Identifier, visit [this page](#) on [SAM.gov](https://sam.gov).

Non-U.S. applicants can find additional resources for registering in SAM, including a Quick Start Guide and a video on how to obtain an NCAGE code, on [SAM.gov](https://sam.gov), navigate to [Help](#).

h) Branding Strategy & Marking Plan (BS and MP)

The apparently successful applicant (ASA) will be asked to provide a BS and MP to be evaluated and approved by the USAID Agreement Officer, and incorporated into any resulting award.

Pursuant to ADS 303.3.6.2.f and ADS 320.3.1.2, the applicant is required to submit a BS and MP in accordance with the guidance in ADS 320.3.1.2, 2 CFR 700.16 and the references therein.

USAID does not intend to make an award without an approved BS and MP. The following pre-award terms in ADS 303mba entitled “Branding Strategy – Assistance” and “Marking Plan – Assistance” are relevant:

1. Branding Strategy – Assistance (June 2012)
 - a. Applicants recommended for an assistance award must submit and negotiate a "Branding Strategy," describing how the program, project, or activity is named and positioned, and how it is promoted and communicated to beneficiaries and host country citizens.
 - b. The request for a Branding Strategy, by the Agreement Officer from the applicant, confers no rights to the applicant and constitutes no USAID commitment to an award.

- c. Failure to submit and negotiate a Branding Strategy within the time frame specified by the Agreement Officer will make the applicant ineligible for an award.
- d. The applicant must include all estimated costs associated with branding and marking USAID programs, such as plaques, stickers, banners, press events, materials, and so forth, in the budget portion of the application. These costs are subject to the revision and negotiation with the Agreement Officer and will be incorporated into the Total Estimated Amount of the grant, cooperative agreement or other assistance instrument.
- e. The Branding Strategy must include, at a minimum, all of the following:
 - (1) All estimated costs associated with branding and marking USAID programs, such as plaques, stickers, banners, press events, materials, and so forth.
 - (2) The intended name of the program, project, or activity.
 - (i) USAID requires the applicant to use the “USAID Identity,” comprised of the USAID logo and brand mark, with the tagline “from the American people” as found on the USAID Web site at <http://www.usaid.gov/branding>, unless Section VI of the NOFO or APS states that the USAID Administrator has approved the use of an additional or substitute logo, seal, or tagline.
 - (ii) USAID prefers local language translations of the phrase “made possible by (or with) the generous support of the American People” next to the USAID Identity when acknowledging contributions.
 - (iii) It is acceptable to cobrand the title with the USAID Identity and the applicant's identity.
 - (iv) If branding in the above manner is inappropriate or not possible, the applicant must explain how USAID's involvement will be showcased during publicity for the program or project.
 - (v) USAID prefers to fund projects that do not have a separate logo or identity that competes with the USAID Identity. If there is a plan to develop a separate logo to consistently identify this program, the applicant must attach a copy of the proposed logos. Section VI of the NOFO or APS will state if an Administrator approved the use of an additional or substitute logo, seal, or tagline.
 - (3) The intended primary and secondary audiences for this project or program, including direct beneficiaries and any special target segments.
 - (4) Planned communication or program materials used to explain or market the program to beneficiaries.
 - (i) Describe the main program message.

- (ii) Provide plans for training materials, posters, pamphlets, public service announcements, billboards, Web sites, and so forth, as appropriate.
 - (iii) Provide any plans to announce and promote publicly this program or project to host country citizens, such as media releases, press conferences, public events, and so forth. Applicant must incorporate the USAID Identity and the message, “USAID is from the American People.”
 - (iv) Provide any additional ideas to increase awareness that the American people support this project or program.
- (5) Information on any direct involvement from host-country government or ministry, including any planned acknowledgement of the host-country government.
- (6) Any other groups whose logo or identity the applicant will use on program materials and related materials. Indicate if they are a donor or why they will be visibly acknowledged, and if they will receive the same prominence as USAID.
- f. The Agreement Officer will review the Branding Strategy to ensure the above information is adequately included and consistent with the stated objectives of the award, the applicant's cost data submissions, and the performance plan.
- g. If the applicant receives an assistance award, the Branding Strategy will be included in and made part of the resulting grant or cooperative agreement
- 2. Marking Plan – Assistance (June 2012)
 - a. Applicants recommended for an assistance award must submit and negotiate a “Marking Plan,” detailing the public communications, commodities, and program materials, and other items that will visibly bear the “USAID Identity,” which comprises of the USAID logo and landmark, with the tagline “from the American people.” The USAID Identity is the official marking for the Agency and is found on the USAID Web site at <http://www.usaid.gov/branding>. Section VI of the NOFO or APS will state if an Administrator approved the use of an additional or substitute logo, seal, or tagline.
 - b. The request for a Marking Plan, by the Agreement Officer from the applicant, confers no rights to the applicant and constitutes no USAID commitment to an award.
 - c. Failure to submit and negotiate a Marking Plan within the time frame specified by the Agreement Officer will make the applicant ineligible for an award.
 - d. The applicant must include all estimated costs associated with branding and marking USAID programs, such as plaques, stickers, banners, press events,

materials, and so forth, in the budget portion of the application. These costs are subject to the revision and negotiation with the Agreement Officer and will be incorporated into the Total Estimated Amount of the grant, cooperative agreement or other assistance instrument.

e. The Marking Plan must include all of the following:

(1) A description of the public communications, commodities, and program materials that the applicant plans to produce, and which will bear the USAID Identity as part of the award, including:

- (i) Program, project, or activity sites funded by USAID, including visible infrastructure projects or other sites physical in nature.
- (ii) Technical assistance, studies, reports, papers, publications, audiovisual productions, public service announcements, Web sites/Internet activities, promotional, informational, media, or communications products funded by USAID.
- (iii) Commodities, equipment, supplies, and other materials funded by USAID, including commodities or equipment provided under humanitarian assistance or disaster relief programs; and
- (iv) It is acceptable to cobrand the title with the USAID Identity and the applicant's identity.
- (v) Events financed by USAID, such as training courses, conferences, seminars, exhibitions, fairs, workshops, press conferences and other public activities. If the USAID Identity cannot be displayed, the Recipient is encouraged to otherwise acknowledge USAID and the support of the American people.

(2) A table on the program deliverables with the following details:

- (i) The program deliverables that the applicant plans to mark with the USAID Identity.
- (ii) The type of marking and what materials the applicant will use to mark the program Deliverables.
- (iii) When in the performance period the applicant will mark the program deliverables, and where the applicant will place the marking.
- (iv) What program deliverables the applicant does not plan to mark with the USAID Identity, and
- (v) The rationale for not marking program deliverables.

(3) Any requests for an exemption from USAID marking requirements, and an explanation of why the exemption would apply. The applicant may request an exemption if USAID marking requirements would:

- (i) Compromise the intrinsic independence or neutrality of a program or materials where independence or neutrality is an inherent aspect of the program and materials. The applicant must identify the USAID

Development Objective, Interim Result, or program goal furthered by an appearance of neutrality, or state why an aspect of the award is presumptively neutral. Identify by category or deliverable item, examples of material for which an exemption is sought.

- (ii) Diminish the credibility of audits, reports, analyses, studies, or policy recommendations whose data or findings must be independent. The applicant must explain why each particular deliverable must be seen as credible.
- (iii) Undercut host-country government “ownership” of constitutions, laws, regulations, policies, studies, assessments, reports, publications, surveys or audits, public service announcements, or other communications. The applicant must explain why each particular item or product is better positioned as a host-country government item or product.
- (iv) Impair the functionality of an item. The applicant must explain how marking the item or commodity would impair its functionality.
- (v) Incur substantial costs or be impractical. The applicant must explain why marking would not be cost beneficial or practical.
- (vi) Offend local cultural or social norms or be considered inappropriate. The applicant must identify the relevant norm and explain why marking would violate that norm or otherwise be inappropriate.
- (vii) Conflict with international law. The applicant must identify the applicable international law violated by the marking.

f. The Agreement Officer will consider the Marking Plan's adequacy and reasonableness and will approve or disapprove any exemption requests. The Marking Plan will be reviewed to ensure the above information is adequately included and consistent with the stated objectives of the award, the applicant's cost data submissions, and the performance plan.

g. If the applicant receives an assistance award, the Marking Plan, including any approved exemptions, will be included in and made part of the resulting grant or cooperative agreement, and will apply for the term of the award unless provided otherwise.

i) Funding Restrictions

Profit is not allowable for recipients or subrecipients under this award. See 2 CFR 200.331 for assistance in determining whether a sub-tier entity is a subrecipient or contractor.

Construction will not be authorized under this award.

USAID will not allow the reimbursement of pre-award costs under this award without the explicit written approval of the Agreement Officer.

Except as may be specifically approved in advance by the AO, all commodities and services that will be reimbursed by USAID under this award must be from the authorized geographic code specified in Section B.4 of this NOFO and must meet the source and nationality requirements set forth in 22 CFR 228.

j) Conflict of Interest Pre-Award Term

The Applicant should disclose any conflicts of interest pursuant to the following pre-award term:

CONFLICT OF INTEREST PRE-AWARD TERM (August 2018)

a. Personal Conflict of Interest

1. An actual or appearance of a conflict of interest exists when an applicant organization or an employee of the organization has a relationship with an Agency official involved in the competitive award decision-making process that could affect that Agency official's impartiality. The term "conflict of interest" includes situations in which financial or other personal considerations may compromise, or have the appearance of compromising, the obligations and duties of a USAID employee or recipient employee.
2. The applicant must provide conflict of interest disclosures when it submits an SF-424. Should the applicant discover a previously undisclosed conflict of interest after submitting the application, the applicant must disclose the conflict of interest to the AO no later than ten (10) calendar days following discovery.

b. Organizational Conflict of Interest

The applicant must notify USAID of any actual or potential conflict of interest that they are aware of that may provide the applicant with an unfair competitive advantage in competing for this financial assistance award. Examples of an unfair competitive advantage include but are not limited to situations in which an applicant or the applicant's employee gained access to non-public information regarding a federal assistance funding opportunity, or an applicant or applicant's employee was substantially involved in the preparation of a federal assistance funding opportunity. USAID will promptly take appropriate action upon receiving any such notification from the applicant.

[END OF SECTION D]

SECTION E: APPLICATION REVIEW INFORMATION

1. Criteria

The merit review criteria prescribed here are tailored to the requirements of this particular NOFO. Applicants should note that these criteria serve to: (a) identify the significant matters which the applicants should address in their applications, and (b) set the standard against which all applications will be evaluated.

Technical and other factors will be evaluated as described here. The Technical Application will be rated by a Merit Review Committee (MRC) using the criteria described in this section.

2. Merit Review and Selection Process

The required format and content for the application are described in Section D. The applications will be evaluated using an adjectival rating system, in accordance with the merit review criteria set forth below. USAID will collaborate with the apparently successful applicant to create a final Program Description that will be included in the award. Prior to negotiating an actual award, the USAID Agreement Officer will review the apparently successful applicant budget to ensure that costs, including cost sharing, are in compliance with United States Government's (OMB's and USAID's) policies. The costs proposed must be determined to be reasonable, based on the Cost Application and other information, before award can be made. Award will be made to the responsible applicant whose application is determined to be the best, based on the merit review criteria specified in this NOFO. The USAID Agreement Officer will also evaluate the risk of the apparently successful applicant and is charged with the final determination of whether to make an award to the apparently successful applicant. Among other issues, the apparently successful applicant's history of performance will be reviewed using the reference information contained in the Technical Application, along with any other information deemed relevant by the USAID Agreement Officer. The Agreement Officer is the only individual who may legally obligate the U.S. Government to the expenditure of public funds. No costs chargeable to the proposed Cooperative Agreement may be incurred before receipt of either a Cooperative Agreement signed by the Agreement Officer or a specific, written authorization from the Agreement Officer.

- i) **Merit Review:** USAID will conduct a merit review of all applications received that comply with the instructions in this NOFO. Applications will be reviewed and evaluated in accordance with the following criteria shown in descending order of importance:

MERIT REVIEW CRITERION

- a. Criterion Identification – The evaluation of applications will be completed using the following merit review criterion:

CRITERION NUMBER	CRITERION NAME
Criterion 1	Technical Approach

Criterion 2	Staffing and Management Approach
Criterion 3	Activity Learning, Monitoring, Evaluation (LME) Plan
Criterion 4	Institutional Capability and Experience

b. Review Criterion

CRITERION 1	CRITERION NAME:	Technical Approach	IMPORTANCE or WEIGHT:	Most Important
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- The extent to which the technical approach is feasible and likely to achieve Activity objectives mentioned in the NOFO. Interventions are delivered at appropriate scale; are tailored to the epidemiological, cultural, and socio-political context of Ethiopia.
- The extent to which the technical approach provides clear strategic directions in line with best practices and approaches, backed by data, towards achieving overall goal of improved nutritional status of women and children; supports specific intervention areas for improving adoption of appropriate nutrition behaviors and utilization of nutrition services; and other cross cutting considerations relevant to the Activity, as described in the NOFO.
- The extent to which the technical approach clearly articulates the integration of cross cutting themes, including gender and social norms, the reduction of stigma and discrimination, into its technical approach.
- The extent to which the technical approach clearly describes a feasible and measurable approach towards partnership and collaboration that engages multi-sectoral partners and communities in genuine participation in all stages of the Activity design and delivery.
- The extent to which the technical approach describes how the project will achieve and measure sustainable improvements in capacity among priority public sector, civil society, and private sector stakeholders.
- The extent to which the proposed interventions demonstrate consideration of cost and potential for cost-effectiveness.

CRITERION 2	CRITERION NAME:	Staffing and Management Approach	IMPORTANCE or WEIGHT:	Second Most Important
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- The extent to which the proposed Key Personnel possess qualifications, experience, skills, and abilities that meet the minimum requirements stated in the NOFO and are also relevant for the responsibilities they will undertake to achieve results under the Activity.
- The extent to which the proposed labor mix in the staffing plan, including breadth and depth of Key Personnel qualifications, adequately meets the requirements of the Activity.
- The extent to which the key and non-key professional personnel positions are appropriately and logically connected to the implementation of the activity and achievement of intermediate results; staffing plan reflects gender equity; complementarity; and team-based approach; demonstrating strategic collaboration, continuous learning, and adaptive management; designed for adaptation and adjustment

as needed over the course of implementation.

CRITERION 3	CRITERION NAME:	Activity Learning, Monitoring and Evaluation (LME) Plan	IMPORTANCE or WEIGHT:	3rd Most Important
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- The extent to which the proposed LME Plan elements are consistent with the Applicant's technical approach, clearly differentiate approaches for learning, monitoring and evaluation for each implementation location, Activity objectives and corresponding interventions; is realistically and logically linked to expected IRs; and has measurable, achievable, and time-phased results for each of the outcomes.
- The extent to which Applicant presents effective and realistic tools for real-time data monitoring, analysis, and reporting to inform learning and adapting for relevant stakeholders.
- The application describes clearly how the results of the evaluation and lessons learned will be used and translated to CLA actions during implementation of the Activity and beyond.

CRITERION 4	CRITERION NAME:	Institutional Capability and Experience	IMPORTANCE or WEIGHT:	4th Most Important
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- Demonstrated organizational knowledge and capacity to develop, manage, and implement nutrition activities in low-resource countries in Africa, especially with a focus on the community level.
- The extent to which the application demonstrates institutional capability, organizational systems, and competence to creatively plan, implement, support, monitor, and report on similar activities.
- The extent to which the proposed subrecipients are competent and complementary; demonstrates clear roles and responsibilities to contribute to achieving the Activity results.

ii) Business Application Review

USAID will evaluate the cost application of the applicant(s) under consideration for an award as a result of the merit criteria review to determine whether the costs are allowable in accordance with the cost principles found in 2 CFR 200 Subpart E.

USAID will also consider (1) the extent of the applicant's understanding of the financial aspects of the program and the applicant's ability to perform the activities within the amount requested; (2) whether the applicant's plans will achieve the program objectives with reasonable economy and efficiency; and (3) whether any special conditions relating to costs should be included in the awards.

Proposed cost share, will be reviewed for compliance with the standards set forth in 2 CFR 200.306, 2 CFR 700.10, and the Standard Provision "Cost Sharing (Matching)" for U.S. entities, or the Standard Provision "Cost Share" for non-U.S. entities.

USAID (the Agreement Officer) will also perform a risk assessment (USAID: in accordance with 2 CFR 200.206). The USAID AO may determine that a pre-award survey is required to inform the risk assessment in determining whether the prospective Recipient has the necessary organizational, experience, accounting and operational controls, financial resources, and technical skills – or ability to obtain them – in order to achieve the objectives of the program and comply with the terms and conditions of the award. Depending on the result of the risk assessment, USAID will decide to execute the awards, not execute the awards, or award with “specific conditions” (USAID: 2 CFR 200.208).

[END OF SECTION E]

SECTION F: FEDERAL AWARD ADMINISTRATION INFORMATION

1. Federal Award Notices

Award of the agreement contemplated by this NOFO 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.

The Cooperative Agreement signed by the Agreement Officer is the authorizing document, which shall be transmitted to the Recipient for countersignature to the authorized agent of the successful organization(s) electronically, to be followed by original copies for execution.

Notification will also be made electronically to unsuccessful applicants pursuant to ADS 303.3.7.1.b. USAID will consider requests for additional information pursuant to ADS 303.3.7.2.

2. Administrative & National Policy Requirements

The resulting award from this NOFO will be administered in accordance with the following policies and regulations.

For US organizations: [ADS 303, 2 CFR 700, 2 CFR 200, and Standard Provisions for U.S. Non-governmental organizations.](#)

For Non US organizations: [Standard Provisions for Non-U.S. Non-governmental Organizations.](#)

See Annex 2, for a list of the Standard Provisions that will be applicable to any awards resulting from this NOFO.

3. Reporting Requirements

Below are the reporting requirements under the FtF Community Nutrition Activity that include financial reports, activity planning reports, performance check-in presentations, and expenditure reports:

3.1 Financial Reporting:

Financial Reports must accord with 2 CFR 200.327. In accordance with 2 CFR 200.327, the SF-425 will be required as follows:

- The Recipient must submit the Federal Financial Form (SF-425) on a quarterly basis via electronic format to the U.S. Department of Health and Human Services (<http://www.dpm.psc.gov>). The Recipient must submit a copy at the same time to the AO, AOR, and the USAID/Ethiopia Controller. These reports shall be submitted within 30 calendar days from the end of each quarter, except that the final report shall be submitted within 90 calendar days from the estimated completion date of this Agreement.

- The Recipient must submit the electronic copies of all final financial reports to USAID/Washington, M/CFO/CMPLOC Unit, the AO, the AOR, and the USAID/Ethiopia Controller.
- The Recipient must submit the electronic copy of quarterly accruals report to the AOR, AO and the USAID/Ethiopia
- The Recipient shall maintain records of all taxes paid to GOE with U.S. government funds as well as other financial information as may be required by USAID. The Recipient must submit the vat reimbursement request along with the original invoices to the Tax Authorities office after approval of USAID/Ethiopia.

3.2 Work Plan and Reporting Requirements

3.2.1 Reports and Deliverables List

No	Deliverable*	Frequency	Due Date**	Distribution
1	Key Personnel arrival in Ethiopia	One time	The Key Personnel positions must be furnished immediately (no later than 30 days after award).	AOR and AO
2	Five Year Work Plan	One time	The five-year work-plan must be submitted within 30 days after award and must be approved by USAID no later than 60 days after award.	AOR
3	Grants Manual	One time	No later than 60 days after award, detailing the process for identifying, evaluating, vetting, awarding, and monitoring grant activities. The Grants Manual will be approved by the Agreement Officer.	AO/AOR
4	Annual Work Plan	Annually	The Year 1 Annual Work Plan must be submitted within 45 days after award and must be approved by USAID no later than 90 days after award. Subsequent work plans must be submitted by August 1st of each year covering the period from October 1st to September 30th.	AOR
5	Activity LME Plan	First year and updated as needed	First draft due no later than 90 calendar days after the effective date of the award. Final LME Plan is due no later than 120 calendar days after the effective date of the award.	AOR
6	Environmental Mitigation and Monitoring Plan (EMMP)	Annually	If applicable, submitted by August 1st of each year covering the period from October 1st to September 30th.	AOR

7	Branding and Marking Plan	One time	30 Days after award	AOR
8	Trafficking in Person Compliance Plan	One-time	30 Days after award	AOR
9	Certification of Trafficking in Person	Annually	The Recipient must submit to USAID the certification on each year anniversary of the award.	AOR
10	Baseline Assessment	Once	Initial Baseline Assessment will be submitted no later than 90 calendar days after the effective date of the award.	AOR
11	Gender, Youth and Social Inclusion Analysis	Once	First draft due no later than 60 calendar days after the effective date of the award.	AOR
12	Quarterly Progress Reports	Quarterly	No later than 30 days after the end of each fiscal quarter.	AOR
13	One copy of each report and information to the DEC as per AIDAR 752.7005	As required – ongoing throughout the life of the award	Within thirty (30) calendar days of obtaining the AOR's approval and within thirty calendar days after completion of the agreement. For more information, please see AIDAR 752.7005.	
14	Biweekly Updates	Biweekly	Every two weeks on the second and fourth Tuesday of every month	AOR
15	Development Information System Quarterly Data entry	Quarterly	Within 20 Days after the end of quarter.	AOR
16	Annual Progress Reports	Annually	Within 30 Days after the End of Year.	AOR
17	Quarterly Accruals	Quarterly	15 days prior to the end of the USG fiscal year quarter.	AOR
18	Quarterly Financial Reports SF425 (including cost share)	Quarterly	Within 30 days after the end of quarter.	AO, AOR and Controller

19	Quarterly VAT Reports	Quarterly	25th of the month after the calendar year quarter end. For example, taxes and receipts for the period January to March are due April 25.	AOR & Controller
20	Technical Materials and Inputs (including documents for publication)	Ad-hoc	Regularly (materials need to be cleared by USAID before finalization).	AOR
21	Annual Inventory Reports	Annually	Within 90 days of award and annually thereafter by October 1st	AO and AOR
22	STTA consultants	Ad-Hoc	Scope of Work (prior to travel and/or start of assignment) for USAID approval. Consultant report to USAID one week after the end of STTA assignment	AOR
23	Close-Out and Demobilization Plan	One time	180 days prior to the award completion date	AO and AO
24	Final Activity Report	One time	Draft report due 30 calendar days following the end of the fiscal year. Final report due 90 days after the end of the year.	AOR

3.2.2 Annual Work Plan

The Recipient shall prepare and submit a detailed annual work plan to guide the implementation process with a breakdown of activities, timelines and anticipated progress in the achievement of the Activity results (consistent with the LME Plan), as well as the associated costs. The Recipient shall ensure a collaborative process in work plan development, consulting beneficiaries, partners, USAID, and other relevant stakeholders in preparing the plan to ensure complementarity and shared ownership. In addition, the AOR may work with the Recipient to define particularly relevant sections of the plan that would enhance implementation, such as key assumptions and risks (as well as plans to mitigate and update these), lessons learned and work plan adjustments going forward. The Recipient must submit the Initial Work Plan that covers the timeframe from award date to September 30 within 60 calendar days of signing the award. Subsequent annual work plans will cover the full USG fiscal year (October 1 – September 30) and shall be submitted within 45 days before the end of the preceding fiscal year respectively. The AOR will review and approve the work plans within 30 calendar days after receipt of the draft plan.

At a minimum, the Annual Work Plan must include:

- Proposed accomplishments and expected progress towards achieving results and performance measures tied to indicators agreed upon within the LME Plan.
- Any new interventions or activities planned and their justification for each year.

- Timeline for implementation of the year's proposed activities, including target completion dates and details on implementations.
- Cost projections, including results from cost-effective analysis, for proposed interventions to be continued for implementation.
- Personnel requirements to achieve expected outcomes.
- Major commodities or equipment to be procured, including an explanation of the intended use, source, and origin of each item.
- Details of collaboration with other major partners, including how activities will be coordinated with other USAID Implementing Partners and other donors.
- Detailed budget, which aligns with the approved Cooperative Agreement budget; and
- International travel, including projected STTA, planned for the year.

3.2.3 Biweekly Updates

The Recipient will provide a brief, maximum one-page bulleted biweekly update on activities that highlights major events or accomplishments. The update will identify current and upcoming consultations, visitors, key activities and events of the previous two-week period, and upcoming activities and events. Biweekly updates are due the second and fourth Tuesday of every month.

3.2.4 Quarterly Reports

The Recipient shall submit quarterly reports that include narratives of quarterly achievements, and progress against the work plan, and agreed upon performance indicators. A format for the quarterly report shall be approved by the AOR. The quarterly report shall describe and assess the overall progress to date based upon agreed performance indicators. The reports shall also describe the accomplishments of the Recipient and the progress made during the past quarter; include information on key activities, both ongoing and completed during the quarter (e.g., meetings, trainings, workshops, significant events, subcontracts, and grants).

The quarterly reports should provide information on the extent to which gaps between males and females were closed; what new opportunities for men and women were created, including personnel recruitment processes for senior-level leadership and management positions; what differential negative impacts on males/females were addressed or avoided; and what needs, and gender inequalities emerged or remained. The Recipient shall notify USAID of developments that have a significant impact on the award-supported activities.

The quarterly report provides the opportunity to discuss impacts of learning on the program, updates in key assumptions and the underlying development hypotheses. Also, notification shall be given in the case of problems, delays, or adverse conditions which materially impair the ability to meet the objectives of the award, or which may have an impact on the development hypothesis or theory of change for the Activity, and/or other activities (USG-funded or not) which might be informed by such learning. This notification shall include a statement of the action taken or contemplated, and any assistance needed to resolve the situation. The due date for the first quarterly report will be agreed upon between the Recipient and USAID. Subsequent quarterly reports shall be due within 30 calendar days after the end of each quarter based on the USG fiscal year, i.e., on 30th January, 30th April, 30th July and 30th October, of each year to the AOR. The

4th quarterly report on 30th October may be or merged with the Annual Performance Report, in discussion with the AOR.

3.2.5 Annual Performance Reports

Annual performance reports on the Activity and progress against indicators are the responsibility of the Recipient and are needed by USAID/Ethiopia to provide timely input to the USG's Operational Plan. To the extent possible, the annual performance report should cover activities and results through the end of the fiscal year, and should review the cumulative experience, learning, adaptations, and the implications of these for the year. The draft annual performance reports must be received by USAID within 30 Days after the end of the fiscal year. In addition to copies sent to the AOR and AO, one copy will be sent to the USAID DEC as above. Annual Performance Reports shall contain the following information:

- A comparison of actual accomplishments by program component against goals established for the period in the LME Plan (activities completed, benchmarks achieved, and performance standards completed since the last annual report).
- Reasons why activities were delayed, or established goals were not met, if applicable.
- Cost projections, including results from cost-effective analysis, for proposed interventions to continue for implementation.
- Quantitative Monitoring and Evaluation data, including information on progress towards targets, and explanations of any issues related to data quality.
- Information on the status of finances, including expenditure data (based on the Cooperative Agreement budget) and accruals; and, when appropriate, analysis and explanation of cost overruns or high unit costs.
- Information on management issues, including administrative problems.
- Lessons learned and success stories.
- Documentation of best practices that can be taken to scale.
- Information on major challenges and constraints faced during the performance period.
- Prospects for the next year's performance.

3.2.6 High Frequency Reporting (HFR)

The Activity may also be required to collect, analyze, and report on performance data and other information on a more ad-hoc basis, like on weekly and monthly, besides quarterly reporting. High frequency technical data reporting specifies the minimum required indicators that may be reported to the AOR. These HFR data do not have to be final and may differ from what is entered into DIS. HFR data will be used to track the Recipient's progress to meeting targets; DIS remains the official reporting system of record.

3.2.7 Final Report

A draft final report should be submitted to the AOR no later than 30 calendar days after the completion of the Activity. The final report is due 90 calendar days after the end of the award. Three copies should be submitted to the AOR. The report shall summarize the accomplishments of the agreement, methods of work used, and recommendations regarding unfinished work and/or program continuation, as well as key learnings from the total implementation experience. The

Recipient must submit the Final Report to USAID no later than 90 days after the completion date of the Cooperative Agreement. The Final Report must include:

- Theory of change.
- Interventions and approaches.
- Inputs, outputs, and processes.
- Final performance indicator data with sample size.
- Number of people and communities benefited, by each separate component and by multiple components (integration), compared to targets, and for how long.
- Cost, including summary results from cost-effective analysis from interventions implemented over life of the activity.

The report should provide an overall assessment of progress made toward accomplishing the Goal, Results and Expected Outcomes, any important research findings, a description of major products or tools, e.g., training, and educational materials, M&E tools, and a fiscal report that describes how the Recipient's funds were used. See 2 CFR 200.328.

In addition, the report should specifically address how the Activity addressed gaps between males and females were closed; what new opportunities for men and women were created, including personnel recruitment processes for senior-level leadership and management positions; what differential negative impacts on males/females were addressed or avoided; and what needs, and gender inequalities emerged or remained. It shall cover the entire period of the award and include the cumulative results achieved, an assessment of the impact of the program, lessons learned and recommendations, any particularly notable impact stories (or challenges), and detailed financial information. It should be grounded in evidence and data. The final/completion report shall also contain an index of all reports and information products produced under the award.

3.2.8 Activity Location Data

Activity Location Data must be submitted to an Agency approved reporting tool or in a digital format according to the standards and procedures provided by USAID as part of other regular performance reporting, as requested by USAID. Activity Location data must be submitted according to the standards outlined in *Section 3.7* below.

Activity Location Data must exclude personally identifiable information. If the Activity Location Data collected by the Recipient requires protection from unauthorized access to mitigate data risk, the Recipient must notify USAID before submitting the Activity Location Data to USAID and implement mitigation techniques to protect the data from unauthorized access in consultation with USAID.

3.2.9 Submission of Other Data Assets

Unless otherwise directed by the AO or the AOR, the Recipient must submit the Dataset and supporting documentation within thirty (30) calendar days after the Dataset is first used to produce an Intellectual Work or is of sufficient quality to produce an Intellectual Work. Within thirty (30) calendar days after award completion, the Recipient must submit to the DDL any Datasets and supporting documentation that have not previously been submitted to the DDL, along with an index of all Datasets and Intellectual Work created or obtained under the award.

The Recipient must also provide to the AOR an itemized list of any and all DDL submissions.

When data is acquired through data use or ownership agreements with the host-country government or other entity, the Recipient will use best efforts to ensure that the ownership agreement makes it permissible for the data to be submitted to, and used by, USAID and other U.S. Embassy agencies.

3.2.10 Geographic Data Asset Submission Standards

In addition to collecting and submitting Activity Location Data and geographically disaggregated performance indicators (when included in the LME Plan), all other geographic data assets must also be submitted to the Development Data Library and according to the requirements. For additional guidance, see [ADS 579saa Geographic Data Collection and Submission Standards](#):

1. Geographic Data Files

- a. Both primary and derived Geographic Data Files must be submitted.
- b. Geographic Data Files must be submitted in Shapefile (.shp), GeoTIFF (.tif), CSV (.csv), or GeoJSON (.geojson) file formats.
- c. In addition to fulfilling the submission requirements noted above, Geographic Data Files that are stored in other file formats that may be useful to end users can be voluntarily submitted in those file formats. For example, Geographic Data Files stored in a File Geodatabase (.gdb) or as a Web Map Service (WMS) can also be submitted.
- d. Geographic Data Files that are stored in Shapefile (.shp) or GeoTIFF (.tif) formats will include metadata that follows ISO 19115 using the ISO 19139 XML implementation schema.
- e. Geographic Data Files that are stored in a CSV or GeoJSON format and contain latitude/longitude coordinates will include supplementary information regarding the:
 - 1) Method used to create the latitude/longitude coordinates;
 - 2) Spatial reference used to generate the latitude/longitude coordinates; and
 - 3) Geographical precision of the latitude/longitude coordinates using the International Aid Transparency Initiative standards.²⁹ For example, a latitude/longitude coordinate may represent an exact location, the center of a populated place, or the center of a subnational administrative unit.³⁰ This information must be included in addition to the actual CSV dataset.
- f. Geographic Data Files that are stored in Shapefile (.shp), GeoTIFF (.tif), or GeoJSON (.geojson), JSON (.json) file formats will use the Geographic Coordinate System World Geodetic System 1984 (GCS WGS 1984) spatial reference. If the use of a different spatial reference was required for an analysis, the spatial reference that was used must be indicated elsewhere in the metadata.

²⁹ For example, see the International Aid Transparency Initiative Geographical Precision coding system: <http://iatistandard.org/201/codelists/GeographicalPrecision/>

³⁰ See the definition of “Described” under the Open Data in section I. Definitions of OMB M-13-13: <https://project-open-data.cio.gov/policy-memo/#i-definitions>

2. Geographic Data Processing and Analysis Files

- a. Geographic Data Processing and Analysis Files that are written in programming languages will include a description of the language they are written in (e.g., a Python file would be .py, a Javascript file would be .js, etc.), the intended purpose of the file, use limitations, and execution instructions.
- b. Geographic Data Processing and Analysis Files will include descriptive comments and relative pathnames to enable efficient and effective use by an end user.
- c. Geographic Data Processing and Analysis Files are stored in an online repository, such as GitHub, these files can also be submitted as a clone of the repository.

3. Geographic Data Visualization Files

- a. Geographic Data Visualization Files created using desktop GIS software will be submitted in Esri Map Document (.mxd) or QGIS Project (.qgs) file formats.
- b. Geographic data visualization products that are finalized in separate desktop software or stored in a different file format can also be submitted if they may be of use to an end user. For example, when a data visualization product is stored as a Map Package or is finalized in Adobe Illustrator, the Map Package (.mpk), or Adobe Illustrator (.ai) file can be additionally submitted.
- c. Geographic Data Visualization Files written in a programming language and used to generate web-based data visualization products will include an indication of the programming language (for example, a Python file would be .py, a Javascript file would be .js, etc.)
- d. Geographic Data Visualization Files will reference relative pathnames to the source of all Geographic Data Files that are displayed in the data visualization product.
- e. When products created with the Geographic Data Visualization Files are included in documents that are submitted to the USAID Development Experience Clearinghouse (DEC), such as a report that includes a map created with a Geographic Data Visualization File, the URL that links to the location of the document in the DEC must be provided.

4. Program Income

No program income is anticipated to be generated under this award.

5. Environmental Analysis and Climate Risk Assessment

In accordance with USAID policies and procedures related to environmental compliance ADS Chapter 204, USAID/Ethiopia Health Office developed an umbrella Initial Environmental Examination (IEE) covering all activities, including this Activity, under improved essential service delivery (DO4). The DO4 IEE was amended to extend the validity of the IEE³¹ till 10/30/2025. A categorical exclusion threshold determination is granted for this Activity with a

³¹ DO4 Initial Environmental Examination:

<https://docs.google.com/document/d/1vLFm8KEF6cY3v7uwjioFyWkIxIKgeBJ1Sa4UvL-0TqA>

title, “Multi-sectoral Nutrition Award” as there are no potential adverse environmental and social impacts. However, in the course of implementation, the Recipient will monitor and check any potential adverse environmental impacts that may emerge. In tandem with the ECBH IEE, a climate risk assessment has been prepared for all activities under the ECBH project, which has given a “Low” climate risk for this activity. Accordingly, no further climate risk management is required for it.

The Recipient, in collaboration with the USAID AOR and Mission Environmental Officer shall review all ongoing and planned activities under this award to determine if they are within the scope of the approved Regulation 216 environmental documentation. If the Recipient plans any new activities outside the scope of the approved Regulation 216 environmental documentation, it shall prepare an amendment to the documentation for USAID review and approval. No such new activities shall be undertaken prior to receiving written USAID approval of environmental documentation amendments.

Any ongoing activities found to be outside the scope of the approved Regulation 216 environmental documentation shall be halted until an amendment to the documentation is submitted and written approval is received from USAID.

If provision for sub-grants is included under this award; the Recipient will be required to use an Environmental Review Form (ERF) or Environmental Review (ER) checklist using impact assessment tools to screen grant proposals to ensure the funded proposals will result in no adverse environmental impact, to develop mitigation measures, as necessary, and to specify monitoring and reporting. Use of the ERF or ER checklist is called for when the nature of the grant proposals to be funded is not well enough known to make an informed decision about their potential environmental impacts, yet due to the type and extent of activities to be funded, any adverse impacts are expected to be easily mitigated. Implementation of sub-grant activities cannot go forward until the ERF or ER checklist is completed and approved by USAID. Recipient is responsible for ensuring that mitigation measures specified by the ERF or ER checklist process are implemented.

The Recipient will be responsible for periodic reporting to the USAID AOR, as specified in the Program Description of this NOFO.

6. Other Requirements

Success Stories/Events During the performance of this activity for each activity component, some special reporting may be required from the Recipient such as a brief paragraph on note-worthy activities and events, successes stories etc. The success stories/events should be written to reach a broad audience, both inside and outside of USAID, and should be provided in English. Mandatory photo captions and credit should be included with the success stories/events.

[END OF SECTION F]

SECTION G: FEDERAL AWARDING AGENCY CONTACT(S)

1. NOFO Points of Contact

- (i) Points of contact (POC):

See Section D.1 for Points of Contact (POC) for questions while this NOFO is open.

- (ii) The Agreement Officer Representative (AOR):

The AOR for this Award is [TBD] and will be designated after the Award.

- (iii) For technical assistance related to Grants.gov, applicants may contact Helpdesk at 1-800-518-4726 or via email at support@grants.gov

2. Acquisition and Assistance Ombudsman

The A&A Ombudsman helps ensure equitable treatment of all parties who participate in USAID's acquisition and assistance process. The A&A Ombudsman serves as a resource for all organizations who are doing or wish to do business with USAID. Please visit this page for additional information: <https://www.usaid.gov/work-usaid/acquisition-assistance-ombudsman>

[The A&A Ombudsman may be contacted via: Ombudsman@usaid.gov](mailto:Ombudsman@usaid.gov)

[END OF SECTION G]

SECTION H: OTHER INFORMATION

USAID reserves the right to fund any or none of the applications submitted. The Agreement Officer is the only individual who may legally commit the Government to the expenditure of public funds. Any award and subsequent incremental funding will be subject to the availability of funds and continued relevance to Agency programming.

Applications with Proprietary Data

Applicants who include data that they do not want disclosed to the public for any purpose or used by the U.S. Government except for evaluation purpose, should mark the cover page with the following:

“This application includes data that must not be disclosed, duplicated, used, or disclosed – in whole or in part – for any purpose other than to evaluate this application. If, however, an award is made as a result of – or in connection with – the submission of this data, the U.S. Government will have the right to duplicate, use, or disclose the data to the extent provided in the resulting award. This restriction does not limit the U.S. Government’s right to use information contained in this data if it is obtained from another source without restriction. The data subject to this restriction are contained in sheets {insert sheet numbers}.”

Additionally, the applicant must mark each sheet of data it wishes to restrict with the following:

“Use or disclosure of data contained on this sheet is subject to the restriction on the title page of this application.”

[END OF SECTION H]

ANNEX 1 - SUMMARY BUDGET TEMPLATE

SUMMARY BUDGET TEMPLATE

Core Budget Categories	Year 1	Year 2	Year 3	Year 4	Year 5	Total All Years
<i>1. Personnel</i>						
a. International Staff						
b. Local In-Country Staff						
Total Personnel						
<i>2. Fringe Benefits and Allowances</i>						
a. Fringe Benefits						
b. Allowances						
Fringe Total						
<i>3. Travel</i>						
a. International travel						
b. Local and domestic travel						
Total Travel						
<i>4. Equipment and Supplies</i>						
a. Equipment						
b. Supplies						
Total Equipment and Supplies						
<i>5. Contractual (Program Implementation)</i>						
a. Direct Program activities						
b. Training						
c. LME costs						

d. Consultants						
e. Subgrants						
Total Contractual/Program Implementation						
<i>6. Other Direct Costs</i>						
a. Equipment operation costs						
b. Insurance/Travel						
c. Office operation costs						
d. Communication costs						
e. Other						
Total Other Direct Costs						
Total Direct Charges						
<i>7. Indirect Charges</i>						
a. Material Handling						
b. Overhead						
c. G&A						
Total Indirect Costs						
TOTALS (Direct & Indirect Costs)						Approximately \$69.5 Million

DETAILED BUDGET TEMPLATE

Please include all detailed costs under the following cost categories and subcategories.

Core Budget Categories	Year 1	Year 2	Year 3	Year 4	Year 5	Total All Years
<i>1. Personnel</i> a. International Staff i. Expatriate Staff ii. HQ Technical Staff b. Local In-Country Staff iii. Program staff iv. Operational Staff						
<i>2. Fringe Benefits and Allowances</i> a. Fringe Benefits b. Allowances						
<i>3. Travel</i> a. International travel b. Local and domestic travel (car rental, taxis etc.)						
<i>4. Equipment and Supplies</i> a. Equipment (equipment with a unit cost greater than \$5,000) b. Supplies (equipment with a unit cost less than \$5,000, including						

but not limited to workstations & chairs, file cabinets, computers, cellular phones, printers, etc.). This cost category does not include office supplies, which should be included under Miscellaneous Direct Costs.						
<p>5. <i>Contractual</i></p> <p>a. Direct Program activities (including fixed-price, but not cost type, subcontracts).</p> <p>b. Training</p> <p>c. MEL costs</p> <p>d. Consultants (including but not limited to expatriate consultants, local consultants, studies, analyses, etc.)</p> <p>e. Subgrants</p>						
<p>6. <i>Other Direct Costs</i></p> <p>a. Equipment operation costs (e.g. including, but not limited to, vehicle rental/lease, vehicle and equipment maintenance/fuel/repair, motorcycle fuel/maintenance, generator fuel/maintenance, software licenses)</p> <p>b. Insurance/Travel (e.g. DBA, Medevac,</p>						

<p>visas, permits, immunizations, exams, vehicle insurance, equipment insurance, other insurance)</p> <p>c. Office operation costs (e.g. rent/utilities/repairs/maintenance, security services, office supplies, make ready costs)</p> <p>d. Communication costs (e.g. general communications expense, mobile/cellular communication, internet, printing/photocopying, courier)</p> <p>e. Other (e.g. professional fees – audit/legal/payroll, branding & marking, banking fees)</p> <p>Total Direct Charges</p>						
<p><i>7. Indirect Charges</i></p> <p>a. Material Handling</p> <p>b. Overhead</p> <p>c. G&A</p>						
TOTALS (Direct and indirect costs)						Approximately \$69.5 Million

ANNEX 2 - STANDARD PROVISIONS

The following provisions will apply to the Cooperative Agreement.

(Note: the full text of these provisions may be found at:
<https://www.usaid.gov/ads/policy/300/303maa> and
<https://www.usaid.gov/ads/policy/300/303mab>).

The actual Standard Provisions included in the award will be dependent on the organization that is selected. The award will include the latest Mandatory Provisions for either U.S. or non-U.S. Nongovernmental organizations. The award will also contain the following “required as applicable” Standard Provisions:

Please note that the resulting award will include all standard provisions (both mandatory and required as applicable) in full text.

REQUIRED AS APPLICABLE STANDARD PROVISIONS FOR U.S. NONGOVERNMENTAL ORGANIZATIONS

Required	Not Required	Standard Provision
TBD		RAA1. NEGOTIATED INDIRECT COST RATES - PREDETERMINED (NOVEMBER 2020)
		RAA2. NEGOTIATED INDIRECT COST RATES - PROVISIONAL (Nonprofit) (NOVEMBER 2020)
		RAA3. NEGOTIATED INDIRECT COST RATE - PROVISIONAL (Profit) (DECEMBER 2014)
		RAA4. INDIRECT COSTS – DE MINIMIS RATE (NOVEMBER 2020)
		RAA5. EXCHANGE VISITORS AND PARTICIPANT TRAINING (JUNE 2012)
		RAA6. VOLUNTARY POPULATION PLANNING ACTIVITIES – SUPPLEMENTAL REQUIREMENTS (JANUARY 2009)
		RAA7. PROTECTION OF THE INDIVIDUAL AS A RESEARCH SUBJECT (APRIL 1998)
		RAA8. CARE OF LABORATORY ANIMALS (MARCH 2004)
		RAA9. TITLE TO AND CARE OF PROPERTY (COOPERATING COUNTRY TITLE) (NOVEMBER 1985)
		RAA10. COST SHARING (MATCHING) (FEBRUARY 2012)
		RAA11. PROHIBITION OF ASSISTANCE TO DRUG TRAFFICKERS (JUNE 1999)

		RAA12. INVESTMENT PROMOTION (NOVEMBER 2003)
		RAA13. REPORTING HOST GOVERNMENT TAXES (DECEMBER 2014)
		RAA14. FOREIGN GOVERNMENT DELEGATIONS TO INTERNATIONAL CONFERENCES (JUNE 2012)
		RAA15. CONSCIENCE CLAUSE IMPLEMENTATION (ASSISTANCE) (FEBRUARY 2012)
		RAA16. CONDOMS (ASSISTANCE) (SEPTEMBER 2014)
		RAA17. PROHIBITION ON THE PROMOTION OR ADVOCACY OF THE LEGALIZATION OR PRACTICE OF PROSTITUTION OR SEX TRAFFICKING (ASSISTANCE) (SEPTEMBER 2014)
		RAA18. USAID DISABILITY POLICY - ASSISTANCE (DECEMBER 2004)
		RAA19. STANDARDS FOR ACCESSIBILITY FOR THE DISABLED IN USAID ASSISTANCE AWARDS INVOLVING CONSTRUCTION (SEPTEMBER 2004)
		RAA20. STATEMENT FOR IMPLEMENTERS OF ANTI-TRAFFICKING ACTIVITIES ON LACK OF SUPPORT FOR PROSTITUTION (JUNE 2012)
		RAA21. ELIGIBILITY OF SUBRECIPIENTS OF ANTI-TRAFFICKING FUNDS (JUNE 2012)
		RAA22. PROHIBITION ON THE USE OF ANTI-TRAFFICKING FUNDS TO PROMOTE, SUPPORT, OR ADVOCATE FOR THE LEGALIZATION OR PRACTICE OF PROSTITUTION (JUNE 2012)
		RAA23. UNIVERSAL IDENTIFIER AND SYSTEM FOR AWARD MANAGEMENT (NOVEMBER 2020)
		RAA24. REPORTING SUBAWARDS AND EXECUTIVE COMPENSATION (NOVEMBER 2020)
		RAA25. PATENT REPORTING PROCEDURES (NOVEMBER 2020)
		RAA26. ACCESS TO USAID FACILITIES AND USAID'S INFORMATION SYSTEMS (AUGUST 2013)
		RAA27. CONTRACT PROVISION FOR DBA INSURANCE UNDER RECIPIENT PROCUREMENTS (DECEMBER 2014)
		RAA28. AWARD TERM AND CONDITION FOR RECIPIENT INTEGRITY AND PERFORMANCE MATTERS (April 2016)
		RAA29. RESERVED
		RAA30. PROGRAM INCOME (AUGUST 2020)
		RAA31. NEVER CONTRACT WITH THE ENEMY (NOVEMBER 2020)

REQUIRED AS APPLICABLE STANDARD PROVISIONS FOR NON-U.S. NONGOVERNMENTAL ORGANIZATIONS

Required	Not Required	Standard Provision
TBD		RAA1. ADVANCE PAYMENT AND REFUNDS (NOVEMBER 2020)
		RAA2. REIMBURSEMENT PAYMENT AND REFUNDS (DECEMBER 2014)
TBD		RAA3. INDIRECT COSTS – NEGOTIATED INDIRECT COST RATE AGREEMENT (NICRA) (NOVEMBER 2020)
		RAA4. INDIRECT COSTS – CHARGED AS A FIXED AMOUNT (NONPROFIT) (JUNE 2012)
		RAA5. INDIRECT COSTS – DE MINIMIS RATE (NOVEMBER 2020)
		RAA6. UNIVERSAL IDENTIFIER AND SYSTEM OF AWARD MANAGEMENT (NOVEMBER 2020)
		RAA7. REPORTING SUBAWARDS AND EXECUTIVE COMPENSATION (NOVEMBER 2020)
		RAA8. SUBAWARDS (DECEMBER 2014)
		RAA9. TRAVEL AND INTERNATIONAL AIR TRANSPORTATION (DECEMBER 2014)
		RAA10. OCEAN SHIPMENT OF GOODS (JUNE 2012)
		RAA11. REPORTING HOST GOVERNMENT TAXES (JUNE 2012)
		RAA12. PATENT RIGHTS (JUNE 2012)
		RAA13. EXCHANGE VISITORS AND PARTICIPANT TRAINING (JUNE 2012)
		RAA14. INVESTMENT PROMOTION (NOVEMBER 2003)
		RAA 15. COST SHARE (JUNE 2012)
		RAA16. PROGRAM INCOME (AUGUST 2020)
		RAA17. FOREIGN GOVERNMENT DELEGATIONS TO INTERNATIONAL CONFERENCES (JUNE 2012)
		RAA18. STANDARDS FOR ACCESSIBILITY FOR THE DISABLED IN USAID ASSISTANCE AWARDS INVOLVING CONSTRUCTION (SEPTEMBER 2004)

		RAA19. PROTECTION OF HUMAN RESEARCH SUBJECTS (JUNE 2012)
		RAA20. STATEMENT FOR IMPLEMENTERS OF ANTI-TRAFFICKING ACTIVITIES ON LACK OF SUPPORT FOR PROSTITUTION (JUNE 2012)
		RAA21. ELIGIBILITY OF SUBRECIPIENTS OF ANTI-TRAFFICKING FUNDS (JUNE 2012)
		RAA22. PROHIBITION ON THE USE OF ANTI-TRAFFICKING FUNDS TO PROMOTE, SUPPORT, OR ADVOCATE FOR THE LEGALIZATION OR PRACTICE OF PROSTITUTION (JUNE 2012)
		RAA23. VOLUNTARY POPULATION PLANNING ACTIVITIES – SUPPLEMENTAL REQUIREMENTS (JANUARY 2009)
		RAA24. CONSCIENCE CLAUSE IMPLEMENTATION (ASSISTANCE) (FEBRUARY 2012)
		RAA25. CONDOMS (ASSISTANCE) (SEPTEMBER 2014)
		RAA26. PROHIBITION ON THE PROMOTION OR ADVOCACY OF THE LEGALIZATION OR PRACTICE OF PROSTITUTION OR SEX TRAFFICKING(ASSISTANCE) (SEPTEMBER 2014)
		RAA27. LIMITATION ON SUBAWARDS TO NON-LOCAL ENTITIES (JULY 2014)
		RAA28. CONTRACT PROVISION FOR DBA INSURANCE UNDER RECIPIENT PROCUREMENTS (DECEMBER 2014)
		RAA29. CONTRACT AWARD TERM AND CONDITION FOR RECIPIENT INTEGRITY AND PERFORMANCE MATTERS (April 2016)
		RAA30. RESERVED
		RAA31. NEVER CONTRACT WITH THE ENEMY (NOVEMBER 2020)

ANNEX 3 - ABBREVIATIONS AND ACRONYMS

ANC	Antenatal Care
AOR	Agreement Officer's Representative
BMI	Body Mass Index
CBO	Community Based Organization
CDCS	Country Development Cooperation Strategy
COVID-19	Coronavirus Disease 19
DHA	Digital Health Activity
DO	Development Objective
ECBH	Empowered Communities for Better Health
ECH	Empowered Communities for Health Activity
EDHS	Ethiopia Demographic and Health Survey
EMDHS	Ethiopia Mini Demographic and Health Survey (2019)
FBO	Faith Based Organization
FNC	Food and Nutrition Council
FNP	Food and Nutrition Policy
FNS	National Food and Nutrition Strategy
FP	Family Planning
FTF	Feed the Future
GDP	Gross Domestic Product
GMP	Growth Monitoring and Promotion
GOE	Government of Ethiopia
HC	Health Center
HDI	Human Development Index
HEP	Health Extension Program
HEW	Health Extension Worker
HMIS	Health Management Information System
HP	Health Post
HSS	Health System Strengthening
HSTP	Health Sector Transformation Plan
IEE	Initial Environmental Examination
IR	Intermediate Result
LME	Learning, Monitoring and Evaluation
LOE	Level of Effort
MAD	Minimum Acceptable Diet
MOH	Ministry of Health
MUAC	Mid Upper Arm Circumference
NGO	Non-government Organization
NNP	National Nutrition Program
PHC	Primary Health Care
PHCU	Primary Health Care Unit
PLW	Pregnant and Lactating Women
PNC	Postnatal Care
PPHC	Pastoral Primary Health Care Activity
QOC	Quality of Care

RMNCAH	Reproductive, Maternal, Newborn, Child and Adolescent Health
RMNCH	Reproductive, Maternal, Newborn and Child Health
SBC	Social and Behavior Change
SBCH	Social and Behavior Change for Health Activity
SCHIP	Supply Chain for Health Improvement Program
STTA	Short-Term Technical Assistance
TBC	To be Confirmed
USAID	United States Agency for International Development
WASH	Water, Sanitation and Hygiene
WDA	Women Development Army
WHA	World Health Assembly

[End of NOFO No. 72066323RFA00002]