



Questions & Answers
Malaria Communities Program (MCP)
FY 08 Request for Applications
January, 2008

1. In determining eligibility status of an organization under this RFA, what amount of funding counts toward the \$5 million limitation: the total amount *awarded* or the total amount *obligated* to date?

Per Section III.A of the RFA, an eligible organization “must not have been **awarded** in excess of \$5 million” in total USG funding. Thus the amount of funding to be included in the \$5 million limitation is the total amount **awarded** under the mechanism, not the amount obligated to date.

2. In determining eligibility status of an organization under this RFA, should the organization count toward the \$5 million limitation funding received from grants/contracts for which the award date precedes five years, but are still being funded (i.e. ongoing)?

In accordance with Section III.A of the RFA, grants and/or contracts that were awarded more than five years ago but still being incrementally funded **up to the originally-awarded ceiling** are not to be included in the \$5 million limitation. However, contract extensions (i.e. cost ceiling increases) or add-ons made over the five years prior to your submission do count toward the \$5 million limit. Only funding that was **awarded** in the five years prior to the submission of the organization’s application are to be included in the calculation of an organization’s eligibility.

3. In determining eligibility status of an organization under this RFA, should the organization count funds received as a subrecipient/subcontractor toward the \$5 million limitation?

If the organization has not received more than \$5 million in direct U.S government assistance (along with meeting the other eligibility requirements set forth in Section III of the RFA) the organization is eligible to submit an application under this RFA. Per Section III.A, direct U.S. government assistance does not include funding received by virtue of a subcontract or a subgrant.

4. In determining eligibility status of subrecipients/subcontractors under this RFA, does the \$5 million threshold apply only to the principal applicant or to both the principal and the proposed subrecipients/subcontractors?

Per section III.A of the RFA, the \$5 million eligibility limitation applies not only to the principal applicant but to any organization with which the principal applicant may choose to enter into a subcontract or grant.

5. Is there a preferred submission procedure (i.e. via Grants.gov or hard copy)?

Per Section IV.A of the RFA, applicants may choose to submit their application in hard copy or via the Grants.gov website. No preference is given between the chosen method of submission outlined in the RFA; however, email and fax submissions will not be accepted.

6. If there are sub-partners proposed in the application, should an MOU between the organizations be included?

There is no language in the RFA that requires a Memorandum of Understanding between partners. However, if an organization is listed as a partner, the understanding should be agreed upon and the application should include a clear description of the sub-partner and the proposed working relationship including their roles and responsibilities. Additionally, in Section IV.B.6, the RFA states that for any sub-partners, “include a clear plan for managing and oversight of project activities.” The application should also distinguish between sub-granting partners and partners with whom the project will collaborate and partner with but not transfer funds. Finally, any further documentation or certifications required per the RFA from sub-partners (i.e. Certification Regarding Lobbying) must be included as indicated.

7. Can MCP funds be used for income-generating projects?

The focus of applications should be within the scope of the Malaria Operational Plan for the respective country. Thus, income generation should not be a primary focus, but there is no prohibition on including income generation if the applicant feels it is an important contribution to the achievement of the MOP objectives and is able to demonstrate this in an application.

8. If an application does not clearly fit in with the MOP, does that mean that the organization is not going to be considered?

The MOP is an annual operational plan for each PMI country that details the strategies, activities, targets and budget breakdown by intervention and implementing partner for USG support. All applications should be consistent with both the host country’s NMCP strategy and the PMI MOP found at www.pmi.gov.

9. What exchange rate should be used for the budget?

Please use the current exchange rate that is in effect at the time the application is submitted.

10. Will there be amendments to the RFA?

Any amendments to the RFA will be posted on www.grants.gov.

11. How will the applications be reviewed?

All applications received in response to this RFA will be reviewed according to the evaluation criteria stated within the RFA (Section V).

12. Will more than one grant be allowed per country?

Per Section III.B of the RFA, no more than two awards will be made per country under this FY08 MCP RFA. Please note that this limitation does not include awards made under the previous FY07 MCP RFA. Awards will be reviewed and evaluated according to the evaluation criteria set forth in the RFA (Section V).

13. Is there a preference for first or second year countries?

No. Application reviews are based on the Evaluation Criteria set forth in Section V of the RFA.

14. Does the MCP prefer proposals that can show a national, broad coverage of their program or rather an ability to reach a single region that the MOP has identified as a key area?

The MCP seeks applications that propose a realistic approach and plan to extend the reach of malaria interventions at the community level. Applicants should keep in mind as they design their proposed program that the maximum total award for a grant under this program is \$1.5 million over a three to five year period. Applicants need to present a clear plan that realistically contributes to PMI objectives and targets for the given country within the available funding level, which meets the requirements of the MCP, and that complements and does not duplicate malaria activities underway by other malaria control partners in the target country. Applicants are therefore not encouraged to propose a program at national scale but encouraged to propose a focused and cohesive approach that extends coverage of key malaria prevention and control activities to communities that are not yet reached by these activities.

15. The RFA speaks to “expanding community coverage.” Is there a preference as to whether applications focus on the development of more community-based “feet on the ground” depth in already targeted areas, or are looking to expand to new geographic locations?

The MCP RFA is focused on expanding community coverage by both community-based “feet on the ground” depth in targeted areas as well as looking to expand geographically to new areas and/or priority areas as needed and consistent with PMI and NMCP strategies. Applicants should propose to work in and expand coverage to areas where they have strong linkages to community structures and systems and are able to strengthen these for maximum coverage of malaria interventions and to reach a larger beneficiary population, taking care not to propose activities that are duplicative to those already on-going by others.

16. Is there a requirement regarding years of experience that an eligible NGO should possess?

There is no minimum requirement regarding years of experience possessed by an organization. Section III.A of the RFA contains Eligibility Requirements that an eligible NGO must possess.

17. Are successful applicants required to conduct surveillance of activities?

Successful applicants will be required to monitor and evaluate project progress toward achieving program objectives, including collecting and analyzing data on malaria indicators and using this information for program management.

18. We understand that, if the applicant does not have a negotiated indirect cost rate, then the cost application should provide justification for the rate being used and demonstrate the reasonableness of the rate. Does USAID have any guidelines/benchmarks regarding the ICR?

As per Section IV.C of the RFA, the applicant should support the proposed indirect cost rate with a letter from a cognizant U.S. Government audit agency, a Negotiated Indirect Cost Agreement (NICRA), **or** with sufficient information to determine the reasonableness of the rates (for example, a breakdown of labor bases and overhead pools, the method of determining the rate, etc.).

19. Although this RFA does not have a cost-share requirement, is it beneficial for the applicant to have support from other donors for the proposed project? If so, are there any guidelines on the percentage cost-share?

There is no cost share requirement for MCP applicants under this RFA; however, USAID does encourage a cost share contribution from potential applicants which would contribute from their own non-US Government resources (cash or in-kind) to the total cost and objectives of the program. Support from other donors for the proposed project is also welcome and reflects the PMI's commitment to work closely with all malaria partners in order to leverage and build on complementary investments and resources.

20. Does the cost/business application need to include a budget above and beyond the SF424A as a complement to the narrative providing the detail behind the SF424A form?

The instructions provided under Annex D of the RFA provide guidance on the requirements of the cost/business application.

21. The RFA indicates that an applicant's management plan should include "clear plans and strategies proposed to ensure effective coordination and communication with the NMCP and USAID mission efforts allowing for input on programming decisions." Based on experience with PMI or other initiatives, can USAID provide an example or two of the type of input that NMCP and USAID missions have

provided to grantees on programming decisions and/or of communication mechanisms that have been used to ensure such input?

The RFA guidance requests applicants to “provide a clear communication plan allowing for coordination and input by the NMCP, USAID Mission, and PMI team on program decisions and processes.” The intention is to ensure that a successful applicant’s project will be closely aligned to the PMI and NMCP strategies and priorities throughout its award period and that there will be opportunities to communicate with these stakeholders on important programming decisions. It is incumbent upon the applicant to demonstrate how appropriate opportunities for input and coordination could be best carried out during project implementation. Some examples might include establishing a project advisory group, organizing periodic meetings that engage all relevant stakeholders, or other activities aimed at ensuring coordination while providing a forum for the applicant to receive technical and/or management input.

22. Per procurement regulations, how does USAID define "non-Free World country"?

Non-Free World Countries/foreign policy restricted countries are currently Libya, Cuba, Laos, Iraq, Iran, North Korea, and Syria.

23. Regarding the baseline surveys, is there one survey methodology that is preferred or recommended?

Per Section IV.B.3 of the RFA, applicants under this RFA are **not** required to have carried out a baseline survey to inform their application. However, applicants should reference existing data information and current sources to provide a comprehensive situational analysis of their project area and to justify the selection of malaria interventions and approaches. If an applicant proposes to conduct a survey (baseline or other) within the context of their proposed program, this RFA does not dictate which survey methodology should be used.

24. Are organizations that were awarded Cooperative Agreements under the FY07 MCP RFA eligible to apply under this FY08 RFA?

Per Section III.A of the RFA, previous MCP grant recipients that remain within the \$5 million threshold (including funding received under the FY07 MCP RFA) are eligible to submit applications under the FY08 MCP RFA. However, the proposed program should not be located in the same country as under the previous award.