

AGENCY: ENVIRONMENTAL PROTECTION AGENCY (EPA)

TITLE: Partnership for Clean Indoor Air Scale-Up Pilot Projects

ACTION: Request for Proposals (RFP)

RFA NO: EPA-OAR-ORIA-07-03

CATALOG OF FEDERAL DOMESTIC ASSISTANCE (CFDA) NO: 66.034

SUMMARY: Formal Agency responses to questions regarding subject RFP

DATE: February 26, 2007

Eligibility of Applicants

Q1: Are non-U.S. organizations eligible to apply?

A1: Yes. Non-U.S. organizations are eligible and encouraged to apply. Proposals will be accepted from States, local governments, territories, Indian Tribes, and possessions of the U.S., including the District of Columbia, international organizations, public and private universities and colleges, hospitals, laboratories, other public or private non-profit institutions.

Q2: Do we need to file the Authorized Organization Representative after we get the DUNS# and Certified Contractor Registry (CCR) registration if the application will be submitted directly by a non-U.S. based organization?

A2: You have two options for submitting an application -- Grants.gov or hard copy. If you decide to submit your application via Grants.gov (rather than submitting a hard copy via FedEx), you must designate an Authorized Organization Representative (AOR) to register your organization at Grants.gov. The registration process can take a week or longer. You will need to have your DUNS number in order to register. Below is information on obtaining a DUNS number. You will also need to register with the Central Contractor Registry (CCR) in order to use Grants.gov. If you decide to submit a hard copy of your application, you will need to include your DUNS number on the Standard Form 424. You do not need to include a CCR number on the SF 424. If you are awarded the grant, you will likely need to register with the CCR at that time.

Information on Obtaining a DUNS Number

Grant applicants are required to provide a Dun and Bradstreet (D&B) Data Universal Numbering System (DUNS) number when applying for Federal grants

or cooperative. Use of the DUNS number government-wide provides a means to identify entities receiving those awards and their business relationships. The identifier is used for tracking purposes, and to validate address and point of contact information.

A DUNS number is required whether an applicant is submitting a paper application or using the government-wide electronic portal (Grants.gov). The DUNS number supplements other identifiers required by statute or regulation, such as tax identification numbers.

Organizations can receive a DUNS number in one day, at no cost, by calling the dedicated toll-free DUNS Number request line at 1-866-705-5711 (within the U.S.) or on the website at <http://www.dnb.com>.

- Q3: Would you consider two applications from the same organization and is there a possibility that both could be funded?
- A3: Yes. We would consider two applications from the same organization to implement projects in different countries or in different regions of the world. All proposals will be evaluated against the criteria stated in the request for proposals so there is the possibility that both could be funded.
- Q4: I didn't see a standard form for the Narrative Work Plan that needs to be submitted so I'm assuming that we just attach one that follows the outline provided in the instructions and there is no specific standard downloadable form that you want applicants to use?
- A4: There is not a standard form for the Narrative Work Plan. Feel free use the outline provided in the RFP or some other format which would also address the evaluation criteria.
- Q5: I have tried to download the application package from grants.gov and for whatever reason it times out without downloading. I was wondering if you had a copy of the application package that you could send as an e-mail attachment or if you could point me to the right person.
- A5: Below are a couple of web links to the application kit. On the second website, you can request a CD with the application kit.
<http://www.epa.gov/ogd/AppKit/application.htm>
<http://www.epa.gov/ogd/AppKit/index.htm>
- Q6: I am writing to ask if multi country proposals are acceptable or if you prefer to see single country applications?

A6: EPA does not have a preference for single or multi-country proposals. Therefore, this factor was not specifically addressed in the RFP. Single country and multi-country proposals are both acceptable.

Please note that as stated in the RFP, EPA is particularly interested in funding proposals that address indoor air pollution in countries where more than 50% of the households use solid fuel for cooking and heating. The World Health Organization reports this information in its' "Inheriting the World: The Atlas of Children's Health and the Environment" which is available online at <http://www.who.int/ceh/publications/en/poster9.pdf>.

Q7: We are currently harmonizing our internal systems with USAID requirements, could you advise me which set of implementation guidelines would be applied to this project, including audit requirements etc.

A7: Please visit <http://www.epa.gov/ogd/grants/regulations.htm> for reference and descriptions of EPA grant rules and regulations. The Grants Office will be available for additional assistance once the awardees are selected.

Q8: Do you require the end-user to purchase the stoves? Also, it seems that you may be looking for local production and local commercialization of stoves, and not necessarily importation of stoves.

A8: The request for proposals (RFP) requires that a proposed project "utilizes a financially sustainable business model" (see Section III, D). Although we expect in many cases, the end user will be the consumer, the RFP does not require this to be the case. You should explicitly describe your project's marketing and sales approach in your narrative.

The RFP does not specifically address local production versus importing stoves. You should describe the rationale for your proposed production model in your narrative (#3, C).

Q9: The Application for Federal Assistance (SF 424) seems to be geared to US-based organizations. Please advise on whether to submit our proposal from our U.S. or foreign office.

A9: The Standard Form 424 is likely geared more towards U.S.-based organizations simply because most Federal grant programs are intended for U.S.-based organizations. However, in the case of the Partnership for Clean Indoor Air scale-up project request for proposals (RFP), both U.S. and non-U.S. non-profit organizations are eligible and encouraged to apply. The requirements are the same for all applicants. For example, all applicants must have a DUNS number. See instructions for obtaining a DUNS number in the above or in the RFP.

Q10: Can a Concentrating Solar Cooker be part of the project?

A10: This funding opportunity is open to a wide range of household energy technologies that reduce people's exposure to indoor air pollution from burning biomass and coal. Therefore, solar projects that accomplish this objective are eligible for consideration.

Q11: Can the responsibility for grant funds under one application be split between two partners?

A12: No. The responsibility for grant funds cannot be split between two organizations under one application. The responsibility for grant funds lies with the grant recipient. The grant is awarded to a single organization that is responsible for the management of the funds. However, that organization can accomplish the scope of work through partnerships and/or sub-contracts. The expertise of each partner, along with the work they will do should be clearly documented in the narrative.