

**U.S. Fish & Wildlife Service**  
International Affairs  
Africa Regional Program (formerly Wildlife Without Borders – Africa)  
Funding Opportunity Number: F17AS000008

**Frequently Asked Questions (FAQ)**

*Please note that this document will be updated as USFWS staff receive additional inquiries.*

[Updated 1/9/2017]

**Should the pre-proposals be in French or English?**

- Pre-proposals can be in French or English. The full proposal must be in English.

**If selected for funding, when does USFWS expect awards to be made available?**

- There is no specific date, however, if you are successful with your proposal, an award would be available prior to 1 October 2017.

**Does a pre-proposal require a cover page?**

- No, a pre-proposal does not require a cover page. It would be fine to include your contact information with your DUNS and SAM registration information; however, there is no need to include a project summary when you submit your pre-proposal concept.

**Is an applicant eligible to apply for a conservation project in the same landscape as an existing USFWS cooperative agreement?**

- In general, to streamline support and reduce administrative costs, it is preferable that the request for USFWS funds for all high priority conservation activities in one area be included in a single Cooperative Agreement annual workplan for that site. We encourage applicants who wish to work in ongoing USFWS Cooperative Agreement landscapes to share your proposal with the existing USFWS partner and to discuss the conservation priority of the activities you propose, relative to the current activities supported by USFWS. All ongoing USFWS cooperative agreements are listed on pages 3-8 of the NOFO.

**Is a budget justification needed for the January 22, 2017 pre-proposal deadline?**

- No, a budget justification is not requested.

**Is it possible to include a vehicle purchase in a one-year grant?**

- It is possible. Remember to include in the Project Activities how the vehicle will be used. From page 12 of the NOFO: *The methods, including equipment used/requested and personnel conducting the work, should be clearly articulated in this section [Project Activities, Methods, and Timetable].* If selected for funding, please refer to Section IV Equipment (p.6) of the [Assistance Award Guidelines](#).

**Are individuals eligible to apply to this funding program?**

- Yes, individuals are eligible to apply and are exempt from registration in [sam.gov](http://sam.gov). You will still need to apply to [grants.gov](http://grants.gov).

### **Can my organization submit more than one pre-proposal?**

- Yes.

### **How do I apply to the Africa Regional Program?**

- To apply, please see the Notice of Funding Opportunity (NOFO) on the U.S. Fish & Wildlife Service (USFWS) website: <https://www.fws.gov/international/pdf/FY17-AFR-NOFO.pdf> . French version: [https://www.fws.gov/international/pdf/NOFO\\_FY17\\_AFRICA-French.pdf](https://www.fws.gov/international/pdf/NOFO_FY17_AFRICA-French.pdf). U.S. applicants must submit through [www.grants.gov](http://www.grants.gov). International applicants must submit an application by email to [wwb\\_africa@fws.gov](mailto:wwb_africa@fws.gov).

### **What is the estimated total program funding?**

- The estimated total program funding is more than \$12 million USD.

### **Where does the funding come from?**

- Since 2007, USFWS has provided funding from the Central Africa Regional Program for the Environment (CARPE) through an apportionment of funds by the U.S. Congress. As part of a whole-of-government approach, USFWS works with other federal agencies within the CARPE consortium to foster common understanding and approaches for solving critical conservation challenges in Central Africa.

### **What is the estimated funding for each project?**

- The amount of funding requested must match the scope of activities, anticipated results, and length of the project period. The estimated funding level for the *Securing Wildlife in Central Africa* cooperative agreement funding mechanism is approximately \$50,000 - \$300,000 annually. The estimated funding level for the *Developing Capacity for Conservation in Central Africa* cooperative agreement funding mechanism is \$30,000 - \$100,000 annually.

### **Are you only accepting pre-proposals?**

- Yes, only pre-proposals will be accepted on January 22, 2017. Applicants will be notified of the opportunity to submit a full application for either a grant or cooperative agreement by February 27, 2017 (by invitation only). The deadline for submitting full applications (including all items in the Application Checklist) is April 10, 2017. Unsuccessful applicants will be contacted by March 6, 2017.

### **Who is eligible to apply for a cooperative agreement?**

- All projects are eligible to apply for a cooperative agreement and all proposals that meet minimum programmatic requirements will be reviewed. There are two fundamental criteria in which eligible proposals are assessed during review in the USFWS Africa Regional Program: (1) likelihood of threat reduction and conservation benefit via proposed activities; and (2) the applicant's capacity to implement the proposed activities (see p. 21 of the NOFO). There are a number of sub-factors that are considered in cases where competing applications receive equivalent scores, including financial need. See NOFO for complete list. Regarding financial

need, this section of the NOFO is relevant (p. 11): "This section should also explain how the proposal differs from past work, or builds upon it, including how the applicant plans to expand upon the successes, failures, and lessons learned of past efforts. Projects with U.S. Agency for International Development (USAID) funding should add a section describing the activities supported (through CARPE or another U.S. government operating unit) and the added value of USFWS support. Please note how the proposal differs or builds upon funding available from USAID." Please note that any request will be strengthened by detail in the budget table on additional donors and the added value of USFWS support.

### **What should be included in a pre-proposal?**

- Pre-proposals should be limited to four pages. The Statement of Need for the pre-proposal should include:
  - Title of project;
  - Geographic location;
  - Species or habitat targeted for conservation (including any existing estimates of population size, geographic range, or extent);
  - Description of direct threats that affect the targeted species at the project site and specific threats the project plans to address;
  - Project goal and objectives;
  - Proposed activities to reduce direct threats and improve the status of species and habitats;
  - Description of how the proposal differs from past work or builds upon past successes, failures, and lessons learned;
  - Explanation of any USAID/CARPE or other U.S. government funding, and added value of USFWS funding;
  - Proposed Monitoring and Evaluation, including anticipated outputs and conservation outcomes. See: Standard Measures of Effectiveness and Threats for Wildlife Conservation in Central Africa (<https://www.fws.gov/international/pdf/guidance-effectiveness-measures-central-africa.pdf>) for application questions for consideration and recommended indicators; and
  - One-page Summary Budget.

### **Can additional attachments accompany the pre-proposal?**

- Additional attachments are strongly recommended. Applicants can include attachments to demonstrate their capacity to implement the proposed activities and show relevant history. There is no page limit for the attachments. Attachments may include:
  - Letter(s) of government support;
  - Letter(s) of support from partners; and
  - CVs of key personnel.

### **How long do projects typically last?**

- USFWS-funded projects have a period of performance that typically ranges from 1 to 2 years for grants and 1 to 5 years for cooperative agreements.

### **What kinds of projects have been funded in the past?**

- To see a complete list of projects funded from FY2013 to FY2016 under Central Africa, please see: <http://www.fws.gov/international/wildlife-without-borders/africa/>.

**Who is eligible to apply?**

- Government agencies, non-governmental organizations (NGOs), institutions of higher education, and individuals are eligible to apply.

**What is the geographic focus of the Africa Regional Program funding?**

- Funding will only be considered for projects that impact wildlife populations in the following countries: Burundi, Cameroon, Chad, Central African Republic, Democratic Republic of the Congo, Equatorial Guinea, Gabon, Republic of Congo, Rwanda, and São Tomé and Príncipe. Countries in Central Africa, African countries identified by the Convention on International Trade of Endangered Species of Wild Fauna and Flora (CITES) Standing Committee as nations of primary or secondary concern or importance to watch with regard to the illegal trade in ivory (e.g., Kenya, Uganda, Tanzania, Angola, Egypt, Ethiopia, Mozambique, and Nigeria), and countries where the illegal wildlife trade in Central Africa's wildlife is expected to increase (e.g., Togo). Proposals for work outside Central Africa must justify the proposed intervention in terms of its potential impact on wildlife populations in Central Africa, including evidence of the proposed location as an important transit point for wildlife products coming out of Central Africa en route to consumer countries. The proposal needs to provide a compelling argument that products being transited are from Central African wildlife.

**Should applicants apply to the Africa Regional Program or to one of the Multinational Species Funds?**

- USFWS supports wildlife conservation projects in Central Africa through multiple mechanisms: the Africa Regional Program (formerly the Wildlife Without Borders - Africa program) and the funds created by Congressional Acts for the conservation of African elephants, great apes, and marine turtles. The Notices of Funding Opportunity for all programs are located on the USFWS International Affairs How to Apply page (<https://www.fws.gov/international/grants-and-reporting/how-to-apply.html>). Applicants should consider the priorities and review criteria of each of the Notices of Funding Opportunity to decide where their proposal will be most competitive. Please note that USFWS staff are no longer able to move proposals between funding programs.

**The Africa Regional Program used to have a specific call for Gabon. Are pre-proposals for Gabon eligible?**

- Yes, all proposals for Gabon are welcome as long as they align with the priorities stated in the NOFO. Proposals for Gabon will be strengthened if they clearly define the activities as being added value to those carried out by the Gabon National Parks Agency (ANPN).

**Does USFWS provide any technical support to develop proposals?**

- USFWS recently published a document titled, “Standard Measures of Effectiveness and Threats for Wildlife Conservation in Central Africa” (<https://www.fws.gov/international/pdf/guidance-effectiveness-measures-central-africa.pdf>) for applicants to enhance monitoring and evaluation. This document describes application questions and standard effectiveness measures for eight conservation actions most frequently funded by USFWS in Central Africa. This document has valuable information for applicants including: 1) a definition for conservation action, 2) a high-level theory of change, 3) enabling conditions, and 4) monitoring questions and indicators.

USFWS encourages all applicants proposing conservation projects in Central Africa to use this guidance. Recipients of cooperative agreements are required to use this guidance.

### **What kind of training is supported via the Capacity Development opportunity?**

- Some examples of eligible capacity development programs include new MENTOR programs, which develop trans-disciplinary teams of emerging African conservation leaders who address threats to wildlife (<https://www.fws.gov/international/pdf/factsheet-mentor.pdf>). USFWS supports efforts to strengthen the capacity of Central African universities, colleges, and research institutions to provide training to address threats to wildlife. Tuition for individuals will not be considered; however scholarship programs and faculty professional development initiatives that are incorporated into institutional support for colleges and universities are eligible. It might be helpful to view pgs. 12-13 of the Standard Measures of Effectiveness and Threats for Wildlife Conservation in Central Africa (<https://www.fws.gov/international/pdf/guidance-effectiveness-measures-central-africa.pdf>) for application questions and recommended indicators for this funding opportunity.

### **What kinds of projects are eligible for MENTOR?**

- Through academic and field based training, MENTOR programs develop trans-disciplinary teams of emerging African conservationists who work together to implement conservation actions to address threats to wildlife. Examples of potential MENTOR themes include: 1) poaching for ivory, 2) commercial bushmeat trade, 3) illegal fishing and ineffective marine conservation, 4) wildlife disease, 5) incompatible extractive industry practices (forestry, mining, oil, agriculture, or fisheries), 6) limited political will for conservation, 7) lack of effective conservation outreach and strategic communications, 8) ineffective demand reduction initiatives, 9) weak enforcement of wildlife law, 10) wildlife trafficking, 11) lack of species conservation networks, 12) wild fisheries, 13) social behavior change, 14) prosecution, and other issues that secure wildlife in Central Africa.

### **You are the U.S. Fish & Wildlife Service, but most grants in Central Africa seem to be about wildlife and not fish - why is that?**

- In Central Africa, USFWS employs different funding mechanisms for wildlife conservation. The Multinational Species Conservation Funds are species-specific and in Central Africa, only include African elephants, great apes, and marine turtles. USFWS also administers a global fund on Combating Wildlife Trafficking, which can also provide support to projects in Central Africa. The Africa Regional Program provides funding from the Central Africa Regional Program for the Environment (CARPE) and has supported fisheries projects in the past. The Africa Regional Program is open to all pre-proposals that are relevant to the funding priorities listed in the NOFO. Concepts related to wild fish resources are welcome to apply.

### **Are fish farming and other livelihood projects eligible for funding?**

- Livelihood projects are only eligible if they are directly relevant to the funding opportunities outlined in the NOFO.

**If USFWS chooses to fund a proposal, can the applicant charge costs before the grant is awarded?**

- With prior approval, applicants can incur pre-award costs up to 90 days before the award period of performance start date. Costs are incurred at the applicant's risk. Please see the Assistance Award Guidelines for more information: <http://www.fws.gov/international/pdf/assistance-award-guidelines.pdf>.

**Can a project apply for funding if it has USAID funding?**

- Yes. However, the applicant cannot use any other U.S. government funds as matching funds on their application.

**What is Leahy Vetting?**

- The Leahy Vetting requirement is included annually in the Foreign Assistance Appropriations Act. The Leahy Amendment prohibits assistance to individuals with human rights abuse records. It requires that military and civilian security force individuals or units receiving U.S. government assistance be screened for any record of human rights abuse. Conservation efforts authorized by the Foreign Assistance Act often require work with and/or support to law enforcement personnel including park rangers, police, customs officials, or any other “foreign security forces” (anyone with authority to detain, confiscate, arrest, and/or use force). Training is the most frequently cited example of assistance, but any provision of materials or equipment must be vetted. If security forces are involved in any project activities, please explain in detail the specific resources that will be used to support these forces and whether the project participants are a unit (i.e. rangers from protected areas) or a group of individuals. If your proposal is selected for funding, a USFWS Program Officer will contact you with further instructions.

**What should I do if I am having trouble submitting through grants.gov?**

- If you are having problems submitting an application through grants.gov, please visit <http://www.grants.gov/web/grants/support.html> for support. If you are unable to obtain support through grants.gov, please email [wwb\\_africa@fws.gov](mailto:wwb_africa@fws.gov) and USFWS will try to assist you. U.S. applicants can only submit through [wwb\\_africa@fws.gov](mailto:wwb_africa@fws.gov) if they have received prior approval from USFWS staff.

**Does it cost anything to register in DUNS (Dun and Bradstreet Data Universal Number System) or SAM (System for Award Management)?**

- Registering in DUNS and SAM is free. Do not pay for a DUNS or SAM number.

**Do applicants need to be registered in DUNS and SAM by January 22, 2017?**

- U.S. applicants must have a DUNS number and be registered in DUNS and SAM in order to submit an application through [www.grants.gov](http://www.grants.gov) and applications are due by January 22, 2017. International applicants must be registered in DUNS by the time they apply and in SAM by August 1, 2017 in order to receive funds.

**What makes a cooperative agreement different from a grant?**

- Under cooperative agreements, substantial involvement by USFWS should be expected and may include participating and collaborating with the recipient or other personnel in carrying out the

scope of work including: training recipient personnel or detailing Federal personnel to work on the project; reviewing and approving one stage of work before the next stage can begin; reviewing and approving proposed modifications or sub-awards, prior to the award; helping select project staff or trainees; directing or redirecting the work because of interrelationships with other projects; having power to immediately halt an activity if detailed performance specifications are not met; and limiting recipient discretion with respect to scope of work, organizational structure, staffing, mode of operations, and other management processes, coupled with close monitoring or operational involvement during the period of performance under the award.

**If selected for funding, how often do recipients have to submit reports?**

- USFWS will specify in the Notice of Award document the reporting and reporting frequency applicable to the award. Interim financial reports and performance reports may be required. Interim reports will be required no more frequently than quarterly, and no less frequently than annually. A final financial report and a final performance report will be required and are due within 90 calendar days of the end date of the award. Performance reports must contain: 1) a comparison of actual accomplishments with the goals and objectives of the award as detailed in the approved scope of work; 2) a description of reasons why established goals were not met, if appropriate; and 3) any other pertinent information relevant to the project results.

**If applying for a multi-year cooperative agreement, does the applicant need to submit workplans for each year?**

- No. Full proposals for cooperative agreements only need to include a workplan for the first year. Work plans are required each year for active cooperative agreements and continued funding is contingent upon successful performance and review of the annual workplan.