



Subject: Notice of Funding Opportunity from the Ambassador's Fund Grant Program (AFGP) - Request for Applications (RFA) Number TDEA-AFGP-01-2018

Issuance Date: February 15, 2018

Closing Date and Time: There is no deadline for submission of grant applications. The AFGP will accept grant applications through approximately January 31, 2022.

The Ambassador's Fund Grant Program (AFGP) invites applications from all eligible organizations and private sector entities for funding to support grant projects in five Priority Areas. The AFGP is being managed by the Trust for Democratic Education and Accountability (TDEA) on behalf of the United States Agency for International Development (USAID).

The purpose of this Request for Applications (RFA) is to disseminate information to eligible prospective applicants so that they can develop and submit grant applications for USAID funding. The authority for this RFA is provided in contract number AID-391-C-17-00006 between TDEA and USAID.

This RFA:

1. describes the types of activities for which applications will be considered;
2. describes the process and requirements for submitting applications;
3. explains the criteria for reviewing applications; and
4. refers prospective applicants to relevant resources available on the Internet.

Subject to the availability of funds, the AFGP intends to provide approximately US\$10 million in total funding during the life of the AFGP through October 1, 2022.

Successful grant applicants will be responsible for ensuring achievements that contribute to the AFGP's objectives described in Section I of this RFA. Grant award recipients also will be responsible for ensuring compliance with all USAID and TDEA rules and regulations.

Profit or fees will not be allowed as part of AFGP grants. However, in accordance with applicable cost standards, all reasonable, allowable, and allocable grant award expenses, both direct and indirect, will be funded.

Applicants under consideration for an award will be subject to pre-award organizational assessments and vetting to determine adequacy of financial controls, institutional capacities, and other factors.

Applications must be directly responsive to the terms and conditions of this RFA. Organizations interested in submitting an application should read this RFA thoroughly to understand the eligibility requirements, the types of permitted projects, and the application submission requirements and review criteria.

To be considered for the award, the applicant must provide all required information in its application including the requirements laid down in any of the attachments to this RFA and subsequent amendments to it, if any. This RFA consists of this cover letter plus the following sections which are an integral part of this RFA:

1. Section I: Program Description
2. Section II: Eligibility Information
3. Section III: Application and Submission Information
4. Section IV: Application Review Information
5. Section V: Federal Award and Administration Information
6. Annexes (available on the AFGP website)

This RFA, all necessary documents to complete an application and any future amendments can be downloaded from the AFGP website at <https://tdea.pk/afgp>. In the event of an inconsistency between the documents comprising this RFA, it shall be resolved at the discretion of the AFGP Chief of Party. It is the responsibility of the recipient of this RFA to ensure that it has been downloaded in its entirety.

The AFGP intends to fund the application(s) that meet the criteria in this RFA, that are deemed as most-advantageous to meet the AFGP's objectives, and that provide the best value for money. However, the actual number of awards made under this RFA is subject to the availability of funds, the interests and requirements of USAID and the AFGP, as well as the viability of applications received. Although the AFGP plans to make multiple grant awards under this RFA, USAID and the AFGP reserve the right to make a single award, make multiple awards, make more than the planned number of awards, fund parts of any application, or not to make any awards at all. USAID and the AFGP also reserve the right to require modifications in proposed grant project activities for any reason, including to avoid duplication with interventions of other organizations and donors. USAID has the right to make all final decisions with respect to this solicitation and the grant applications received.

USAID, TDEA or the AFGP cannot pay for any costs incurred in the preparation and submission of any application. In addition, award agreements contemplated by this RFA cannot be made until funds have been appropriated, allocated and committed through internal TDEA procedures. While TDEA anticipates that these procedures will be successfully completed, potential applicants are hereby notified of these requirements and conditions. No costs for any anticipated grant project may be incurred before receipt of a fully executed grant agreement from TDEA.

All applicants must submit grant applications online by uploading all required materials on the AFGP Grant Information Management System (GMIS) linked from the home page of the AFGP website. It is the responsibility of the applicant to ensure that the application is uploaded correctly and completely on the AFGP GMIS.

USAID, TDEA and the AFGP bear no responsibility for data errors resulting from transmission or conversion processes associated with electronic submissions. USAID, TDEA and the AFGP also bear no responsibility if an applicant is unable to submit an application due to technological errors with online system. Incomplete applications will not be considered. Other forms of submission of applications (e.g., hard copy through surface mail or courier, or fax) are not authorized for this RFA and will not be accepted or processed.

If there are problems in uploading the application on the GMIS, applicants should submit any concern or question via the "Contact Us" tab on the AFGP webpage at <https://tdea.pk/afgp> for technical assistance. Applicants are advised to retain a copy of their application and accompanying enclosures for their records.

By submitting an application in response to this RFA, the applicant certifies that all information submitted is both accurate and complete to the best of his/her knowledge and belief. This certification refers to all information contained in the technical and cost applications, their attachments, and all supporting documentation provided with the application or subsequently through the time an award agreement is finalized. Any misrepresentation or falsification will result in rejection of the application and/or nullification of any grant agreement.

TDEA is strictly against plagiarism. Applicants are required to provide references (for example, in the form of footnotes) for any data or information from any source that they use in an application submitted to the AFGP. In addition, TDEA strongly discourages duplicative or formulaic applications. Any applications that are totally or partially similar in content with other applications are likely to be disqualified. Finally, the AFGP urges grant applicants to acknowledge work that has already been done (by their organization or by others) and to build on that work rather than submitting grant applications seeking funding to repeat the same work.

TDEA is committed to maintaining the integrity of the grant selection process, while ensuring responsiveness and accountability. Applicants are advised and required to respect the integrity of these processes. Therefore, any effort to contact TDEA or AFGP personnel about a grant application or to gather information that is otherwise made available by the AFGP through pre-defined processes may be construed as attempting to influence the grant selection process. Such efforts may be interpreted as a breach of integrity, which may have negative impact on the grant application.

Prospective applicants with questions concerning the contents of this RFA should submit them in writing via the "Contact Us" tab on the AFGP website. No questions will be answered by email, by phone or in person by any staff member of TDEA or the AFGP. New questions and answers, if any, will be added to the "FAQs" section of the AFGP website within approximately 30 days. Modifications to this RFA will not be issued if a matter is addressed in the FAQs.

Thank you for your interest in the Ambassador's Fund Grant Program. We look forward to receiving your grant application.

Sincerely,

Grants Management Committee
Ambassador's Fund Grant Program