



**USAID**  
FROM THE AMERICAN PEOPLE



## The Implementer-Led Design, Evidence, Analysis and Learning (IDEAL) Activity

### Small Grants Program

### Program Improvement Award

### Request for Applications (RFA)

RFA: SC-IDEAL-PIA-RFA-2019-01

Subject: Capacity strengthening, piloting, research, and innovation to improve the design, implementation, and effectiveness of emergency and development food and nutrition security activities.

---

<b>Date RFA Issued:</b>	September 23, 2019
<b>End of Question Period:</b>	5 PM ET October 8, 2019
<b>Due Date for Applications:</b>	<i>Round 1:</i> 5 PM ET, October 25, 2019 <i>Round 2:</i> 5 PM ET, December 13, 2019
<b>Webinar Date:</b>	9 AM ET, October 1, 2019
<b>Award Ceiling:</b>	USD \$100,000 per Program Improvement Award
<b>Issued by:</b>	Save the Children Federation, Inc. / IDEAL Activity



**Save the Children®**

#### Disclaimer:

This request for applications was made possible by the generous support of the American people through the United States Agency for International Development (USAID). The contents are the responsibility of the Implementer-led Design, Evidence, Analysis and Learning (IDEAL) Activity and do not necessarily reflect the views of USAID or the United States Government.

# Table of Contents

---

<b>Acronyms</b> .....	<b>3</b>
<b>Introduction from the IDEAL Activity Director</b> .....	<b>4</b>
<b>A. Authority and Introduction</b> .....	<b>5</b>
<b>B. Specific Programmatic Guidance</b> .....	<b>5</b>
B1. Background .....	5
B2. Objective .....	5
B3. Focus and Subject Areas .....	6
B4. Duration of Program Improvement Award.....	7
B5. Funding Availability .....	7
B6. Type and Number of Awards.....	7
B7. Authorized Geographic Code .....	7
B8. Post-Award Reporting.....	7
B9. Payment.....	8
<b>C. Applicant Eligibility</b> .....	<b>8</b>
<b>D. Selection Process and Schedule</b> .....	<b>9</b>
D1. Selection Process.....	9
D2. Schedule.....	9
D3. Questions.....	9
D.4 Target Selection Timeline .....	10
<b>E. Concept Note Application</b> .....	<b>10</b>
E1. Content of Concept Note and Required Format.....	10
E2. Application Submission .....	10
E3. Concept Paper Evaluation, and Selection .....	10
E4. Concept Paper Evaluation Criteria (Maximum 50 Points) .....	10
1) Project Goals, Activities, and Expected Results (Maximum 20 Points) .....	10
2) Contributions to IDEAL, and FFP Objectives (Maximum 25 Points) .....	10
3) Budget (Maximum 5 Points).....	11
<b>F. Full Application Evaluation Criteria</b> .....	<b>11</b>
F1. Evaluation Criteria (Maximum 100 Points).....	11
1) Applicant Background (Maximum 10 Points) .....	11
2) Project Goals, Activities, Expected Results, and Work Plan (Maximum 25 Points).....	11
3) Contributions to IDEAL, and FFP Objectives (Maximum 25 Points) .....	11
4) Quality Assurance, Documentation, and Knowledge Application (Maximum 35 Points).....	12
5) Cost Proposal (Maximum 5 Points) .....	12
F.2 IDEAL Award Branding and Marking Guidelines.....	12
<b>G. Intellectual Property</b> .....	<b>12</b>
<b>H. Other Applicable USAID Regulations</b> .....	<b>12</b>
<b>I. Attachments</b> .....	<b>13</b>

## Acronyms

CBO	Community Based Organization
CoP	Community of Practice
DFSA	USAID/FFP Development Food Security Activity
EFSP	USAID/FFP Emergency Food Security Program
FFP	USAID’s Office of Food for Peace
FSN	Food Security and Nutrition
IDEAL	Implementer-Led Design, Evidence, Analysis and Learning Activity
IP	USAID/FFP Implementing Partner
KM	Knowledge Management
M&E	Monitoring and Evaluation
PIA	Program Improvement Award
P2P	Peer-to-Peer
R&I	Refine and Implement
RFA	Request for Applications
SBC	Social and Behavior Change
SC	Save the Children Federation, Inc.
SGP	IDEAL Small Grants Program
TOC	Theory of Change
USAID	United States Agency for International Development
USG	United States Government
WASH	Water, Sanitation and Hygiene

## Introduction from the IDEAL Activity Director

September 23, 2019

Dear prospective applicants,

We are excited to release the second Request for Applications (RFA) under IDEAL's Small Grants Program: the Program Improvement Award (PIA) RFA. Through the PIA, implementers of emergency and development food and nutrition security activities will have the opportunity to pilot approaches, document learning, develop tools, or pursue other projects that will contribute to the improved design, implementation, and overall effectiveness of food and nutrition security programming.

The PIA differs from IDEAL's initial Micro Grant RFA in a few significant ways. One clear difference is the amount of resources available: a maximum of \$100,000 for the PIA as compared to \$50,000 for the Micro Grant. This enhanced funding level will allow for more ambitious ideas both in terms of the scope of the projects envisioned and in the strategies pursued to allow other implementers to benefit from your innovative ideas. The PIA is also a cost reimbursable award, while the Micro Grant is a fixed amount award, with funding dependent upon the achievement of milestones (for more information on the Micro Grant RFA, please visit <https://www.fsnnetwork.org/small-grants-program>).

The Implementer-led Design, Evidence, Analysis and Learning (IDEAL) activity, funded by USAID's Office of Food for Peace, is unique in its relationship with implementing partners, whose priorities drive our efforts. The IDEAL team is here to work with you (the implementers) to identify concepts and approaches with the greatest potential impact to reduce hunger.

We encourage all applicants to fully utilize field staff and local partners to identify the gaps on the ground, design applications, and implement projects. Together, these IDEAL-funded activities and products—be they tools, trainings, research papers, or knowledge-sharing events—can address the most pressing challenges of the food and nutrition security sector today.

Sincerely,

*Penelope Anderson*

Penelope Anderson  
IDEAL Activity Director

## A. Authority and Introduction

The purpose of this RFA is to solicit applications for projects that improve the quality of design and implementation to strengthen the capacity of U.S. Agency for International Development (USAID) Office of Food for Peace (FFP) grantees and the broader food and nutrition security implementing partner community. The awards under this RFA consist of Program Improvement Awards (PIAs) funded up to \$100,000 US dollars for up to 12 months of implementation, as necessary, for strengthening the design, implementation, and effectiveness of food and nutrition security activities. IDEAL also intends to issue additional RFAs in FY 2020 under its Small Grants Program (SGP) for other food and nutrition security related subjects.

In order to be considered for a PIA, all applicants shall submit a concept paper before the published deadline, which is the first step in the PIA application. The first round for concept paper submission will close on October 25, 2019, and awards are expected to be issued before April 30, 2020. All subsequent concept notes will be reviewed as part of the second round of applications, which closes on December 13, 2019. Only applicants whose concept papers are selected for further processing will be invited to submit a full application package. Questions for this RFA will be collected through October 8, 2019 and responses will be posted on the IDEAL [Small Grants Program webpage](#) on the FSN Network website by October 11, 2019.

The authority for these awards is found in the Food for Peace Act of 1954 (as amended) and the Foreign Assistance Act of 1961 (as amended.) It is re-delegated to Save the Children Federation, Inc. under its Cooperative Agreement No. 72DFFP19LA00001 with USAID.

## B. Specific Programmatic Guidance

### B1. BACKGROUND

IDEAL is a five-year USAID FFP-funded activity that aims to address knowledge and capacity gaps expressed by the food and nutrition security implementing community. The goal of IDEAL is to strengthen food and nutrition security among FFP-target populations through promotion of systems-level approaches to improve the design, implementation, and overall effectiveness of emergency and development food and nutrition security activities. It seeks to achieve this through four pathways: (A) Capacity Strengthening; (B) Peer-to-Peer Learning; (C) Small Grants Program (SGP); and (D) Stakeholder Consultations.<sup>1</sup>

The strategic objectives of IDEAL are for:

- a. Implementing Partners (IPs)/Communities of Practice to establish sustainable systems for strengthening their own capacity in essential elements of quality programming;
- b. IPs/Communities of Practice to consistently develop, share, and apply meaningful analysis for adaptive management of food and nutrition security programs; and
- c. IPs/Communities of Practice to foster sustainable linkages among key stakeholders to improve collaboration, coordination, and efficient action around common goals.

This Program Improvement Award (PIA) RFA is crafted to identify and fund important programmatic and learning resources that can improve the quality of program design and implementation across the food and nutrition security community. In alignment with IDEAL's mission, each grant will be awarded with the intent to facilitate strategic learning and adaptive management throughout the FFP implementing community.

### B2. OBJECTIVE

---

<sup>1</sup><https://www.fsnnetwork.org/ideal>

The objective of this RFA is:

To solicit applications from food and nutrition security practitioners for project ideas, achievable within a twelve-month timeframe, that will contribute to improved quality of design and implementation of development and emergency activities targeting vulnerable populations affected by food insecurity. These projects will address a gap in knowledge or skill capacity that is of importance to the larger food and nutrition security implementing partner community. Successful applications will demonstrate the potential to build capacity within and beyond the implementing organization, and generate significant knowledge related to one or two of IDEAL's content focus areas (described below) and the [FFP Strategy](#) and [FFP Learning Agenda](#). The end products and project results should be accessible and applicable to food and nutrition security implementers working with FFP-target populations in emergency and/or development programming.

This RFA is not intended to solicit applications for research work done by Development Food Security Activities (DFSAs) during the Refine and Implement (R&I) period. Additionally, award funding cannot be used for purchase of capital assets (land, buildings, equipment over the value of \$5,000, and intellectual property except for computer software), as well as agricultural commodities, motor vehicles, pharmaceuticals, pesticides, used equipment, U.S. Government-owned excess property, or fertilizers.

### B3. FOCUS AND SUBJECT AREAS

Over the past decade, FFP made significant investments in strengthening implementer capacity in a number of key technical areas central to food and nutrition security (e.g. agriculture, WASH, commodity management, and nutrition technology). Under IDEAL, the emphasis will shift to underlying content focus areas that have received less attention in recent years, but remain central to protecting and enhancing lives and livelihoods while transforming communities and institutions. These focus areas represent areas of current practice for implementing partners working in food and nutrition security and offer clear opportunities for capacity strengthening and enhanced sharing across partners on best and promising practices.

#### **Content Focus Areas<sup>2</sup> for IDEAL:**

1. Strengthening the quality and impact of emergency programming
2. Data collection and analysis for improved program design and impact
3. Adaptive management and application of learning
4. Integrated activity design and implementation
5. Sustainability and planning for exit
6. Social and behavior change
7. Equity, empowerment, social cohesion and social accountability

Successful applications will contribute to the knowledge base or skill capacity in one or, at most, two of these content focus areas. Projects funded under the PIA RFA can address these areas in a number of ways, such as:

- a. Piloting a promising practice;
- b. Evaluating projects or datasets to fill gaps in evidence around a particular approach;
- c. Developing guidance, eLearning courses, or other capacity building tools based on targeted implementation research; or
- d. Establishing a training of trainers curriculum to increase capacity broadly beyond an individual activity or organization.

---

<sup>2</sup> These content focus areas were articulated by USAID in pages 11-15 of the [2018 IDEAL RFA](#).

Previous food and nutrition security PIAs can be found on the Food Security and Nutrition (FSN) Network website (<https://www.fsnnetwork.org/resource>). Please note that these PIAs were awarded as part of a different program and IDEAL will only fund activities with explicit knowledge generation or capacity strengthening objectives linked to one or two of IDEAL's content focus areas.

#### **B4. DURATION OF PROGRAM IMPROVEMENT AWARD**

The duration of an award under this RFA may be up to 12 months from the date of the award. IDEAL, Save the Children Federation, Inc. and/or USAID reserves the right to cancel this RFA at any time.

#### **B5. FUNDING AVAILABILITY**

Final funding levels for each award will depend on content, relevance, quality, and needs, with a ceiling of \$100,000 US dollars per award (subject to availability of funds.) Acceptance of an application under this RFA does not constitute an award, nor does it guarantee that the application (if awarded) will be funded at the full dollar amount requested.

#### **B6. TYPE AND NUMBER OF AWARDS**

IDEAL plans to award multiple cost reimbursable grants under this PIA RFA. The number of awards will depend on the quality of applications received, demand, and the availability of funding.

Issuance of this RFA does not constitute an award commitment on the part of Save the Children Federation, Inc. or USAID, nor does it commit Save the Children Federation, Inc. or USAID to pay for the costs incurred in the submission of an application. Save the Children Federation, Inc. and USAID reserve the right to reject any or all submissions received and to negotiate separately with an applicant, if such action is considered to be in the best interest of Save the Children Federation, Inc. and the IDEAL donor, USAID.

#### **B7. AUTHORIZED GEOGRAPHIC CODE**

The authorized geographic code for procurement of goods and services under this RFA is 937. However, local procurement is authorized within the parameters specified in 22 CFR 228.40, "Local Procurement." Code 937 countries include the United States, the recipient country, and developing countries other than advanced developing countries, but excluding any country that is a prohibited source listed in USAID's ADS 310.

#### **B8. POST-AWARD REPORTING**

1. Quarterly and Final Financial Reports
  - a. Awardees are required to submit quarterly financial reports and a final project financial report in a format that will be provided by IDEAL.
2. Quarterly Progress Updates
  - a. Performance updates include a brief narrative description of actual accomplishments to date and targets for the next period in the Work Plan. Quantitative data collected in accordance with the submitted monitoring plan must also be shared at this time. Challenges and reasons why established plans, objectives, activities, and/or achievements in relation to the overall goals were not met should be cited. Other pertinent information should be included when appropriate, such as brief analysis and explanation of cost overruns from the financial report.
3. Final Project Report
  - a. Upon completion of the project activities and before final payments can be made, the awardee is required to submit all products/tools developed under the funded project and a final project report. The final project report is a narrative report, for which grantees will be provided a template. Before deliverables can be disseminated or considered final and

grantees issued final payments, all deliverable final versions must be approved by IDEAL for proper branding and marking (according to the IDEAL Award Branding and Marking Guidelines) and general usability.

All resources, including final reports and deliverables generated through IDEAL funding, will be shared on the FSN Network and USAID's Development Experience Clearinghouse for use by USAID, IDEAL, and any organizations implementing food and nutrition security projects.

## B9. PAYMENT

Payment shall be issued for properly invoiced amounts upon receipt of approved quarterly financial reports and progress updates. Payment currency shall be United States dollars (USD).

## C. Applicant Eligibility

Prime applicants may be U.S. and non-U.S. nongovernmental organizations (NGOs), for-profit organizations, or institutions of higher education that can contribute to IDEAL's strategic objective of promoting systems-level approaches to improving the design, implementation, and overall effectiveness of emergency and development food and nutrition security activities. Experience with USAID or FFP funding is not required to apply, but applicants will be expected to comply with all applicable USAID rules and regulations for managing USG funding.

Applications by for-profit organizations cannot include profit in the proposed budget. Profit is prohibited per 2 CFR 700.13

Organizations are welcome to propose collaborative efforts, but one organization needs to be selected to lead the application process, award management, and reporting. The lead applicant, also known as the Sub-recipient, will be required to sign a subaward agreement with Save the Children Federation, Inc. and, in turn, issue subawards or subcontracts to other collaborating organizations, and will be responsible for ensuring that these second tier Sub-recipients comply with all rules and regulations stated in that agreement. The Sub-recipient will be the only organization to communicate directly with Save the Children regarding the application process and during the life of the award, unless deemed necessary for program implementation purposes. Thus, the Sub-recipient will be responsible for managing any financial transactions between Sub-recipient and second tier Sub-recipients, and for collating programmatic reporting from all partners during the life of the award. The programmatic roles and responsibilities of each of the proposed partners must be clearly described in the full PIA application.

IDEAL will not accept applications from individuals. All applicants must be legally recognized organizational entities under applicable law. Applicants must comply with all applicable Dun and Bradstreet Universal Numbering System (DUNS) Number and System for Award Management (SAM) requirements at <http://www.sam.gov/SAM/>.

Applicants must have completed all required steps (if any) with the host government to legally operate their program by the time of award.

The following are not eligible to apply for grants under this RFA:

- Individuals;
- Government entities, including ministries;
- Multilateral organizations;
- Firms operating as commercial companies or other organizations (including nonprofit and nongovernmental organizations) that are wholly or partially owned by foreign governments or agencies.



In their cost applications, organizations should indicate whether they have a negotiated indirect cost rate agreement (NICRA) with any U.S. Government Agency. See budget templates in attachments below for more details. Organizations or institutions that do not have a NICRA are eligible for grants under this RFA either by using a de-minimus indirect cost rate (if requirements of 2 CFR 200.414(f) are met) or by direct charging all costs using a documented cost allocation methodology. All proposed costs must be reasonable, allocable, and allowable in accordance with applicable cost principles.

Cost share is not a requirement under this RFA and it is not part of the evaluation criteria. However, if the proposed project is a component of a larger initiative funded/implemented by applicant, it should be detailed in the budget and budget narrative to enable understanding of the full scope of the activity being leveraged. The Sub-recipient will not be required to report against the amount of leveraged funds included in the application, but may be asked to include narrative details to provide the context for the funded project.

## D. Selection Process and Schedule

### D1. SELECTION PROCESS

Applications will be evaluated through a two-stage process in accordance with the technical criteria set forth in Sections E and F. Only those applicants whose concept notes meet the scoring threshold in E.4, will be invited to submit the full application package, which includes a written project description with monitoring plan, work plan, detailed budget, budget narrative, and past performance information request. After evaluation of the applications, either award(s) will be made or, if deemed necessary or desirable by IDEAL, written discussions/negotiations will be conducted with applicants who submit an application meeting a minimum threshold score. IDEAL reserves the right to conduct subsequent rounds of discussions/negotiations and/or request a revised application. IDEAL may also limit the number of applicants with whom such subsequent discussions/negotiations would be conducted from whom revised applications are requested or to whom awards are made.

All applicants that pass the technical review stage will be required to complete a standard pre-award assessment to confirm programmatic and administrative/financial capacity to meet all applicable USAID rules and regulations for cost reimbursable grants before the award is issued. This assessment requests information regarding relevant financial policies and systems, recent financial audits, programmatic experience with the project's target population, and the organization's capacity to follow USAID stipulated award conditions. Any identified compliance risks will be incorporated into the capacity and action plan in the subaward agreement.

### D2. SCHEDULE

This IDEAL Program Improvement Award RFA is open from the date of issue. Submissions are due by 5 PM ET on October 25, 2019 for Round 1 or 5 PM ET December 13, 2019 for Round 2.

Applications will be accepted on an on-going basis until the deadline for each round. IDEAL anticipates making the same amount of funding available during both rounds.

This IDEAL Program Improvement Award RFA may be amended at any time and will be posted on the [FSN Network website](#).

### D3. QUESTIONS

The point of contact concerning this RFA is Mr. Austen Musso, IDEAL Small Grants Manager, [IDEAL\\_PIA@savechildren.org](mailto:IDEAL_PIA@savechildren.org). Questions on this RFA may be submitted in writing no later than 5 PM ET October 8, 2019 with *IDEAL PIA Grant RFA* and the name of the lead applicant as the subject line.

Answers to the questions will be posted by October 11, 2019 on the IDEAL [Small Grants Program webpage](#) on the FSN Network.

#### **D.4 TARGET SELECTION TIMELINE**

Due to the nature of the Small Grants Program, there is no set timeline for finalization of PIA awards. During past Save the Children Federation PIA programs, successful applicants started their awards 4-6 months after concept note submission. Within two weeks of the relevant cycle close date, an IDEAL staff member will send an estimated review timeline for your concept note.

### **E. Concept Note Application**

In order to be considered for a PIA, all applicants shall submit a concept paper before the published deadline, which is the first step in the PIA application. The concept paper is a brief narrative of the proposed project and includes a budget summary. Only applicants whose concept papers meet the scoring threshold will be invited to complete the full application package.

#### **E1. CONTENT OF CONCEPT NOTE AND REQUIRED FORMAT**

Applicants must submit applications in compliance with the guidelines under Sections E2 and E3 of this RFA. Applications that do not adhere to those guidelines will not be considered for funding. Applications must be in English.

Concept notes shall be submitted in accordance with the Concept Note Template of this RFA, included as Attachment 1.

#### **E2. APPLICATION SUBMISSION**

Concept Papers must be submitted electronically to:

[IDEAL\\_PIA@savechildren.org](mailto:IDEAL_PIA@savechildren.org) with *IDEAL Program Improvement Award RFA* and the name of the lead applicant as the subject line.

#### **E3. CONCEPT PAPER EVALUATION, AND SELECTION**

The IDEAL Technical Review Panel will evaluate and score all concept papers based on the selection criteria set forth below. Once the Technical Review Panel has reviewed and evaluated the concept papers, selected applicants will be provided with the full application package and guidance. The concept note template also includes a section for a brief summary of the project.

#### **E4. CONCEPT PAPER EVALUATION CRITERIA (MAXIMUM 50 POINTS)**

##### **1) Project Goals, Activities, and Expected Results (Maximum 20 Points)**

- a) Describes the existing knowledge or capacity gap that has been identified in the food and nutrition security community;
- b) States the project's overall goal(s) and objectives, explaining how the objectives contribute to the goal(s) and address the knowledge or capacity gap identified;
- c) Lists major interventions/activities that will be implemented during the project to achieve stated objectives;
- d) Details the proposed organizational benefit to the applicant once the project is complete; and
- e) Demonstrates multi-stakeholder involvement, especially with local partners. This involvement may include a single group of stakeholders across multiple countries, more than one implementer, or a combination of implementers and local stakeholders.

##### **2) Contributions to IDEAL and FFP Objectives (Maximum 25 Points)**

- a) Positively contributes to the knowledge base or skill capacity in one or, at most, two of the IDEAL content focus areas in a manner that is consistent with IDEAL's strategic objectives;

- b) Demonstrates how the application builds on (e.g., cites) and complements existing tools, research, or expertise in food and nutrition security;
- c) Contributes knowledge that is applicable to the larger food and nutrition security implementing community, including multiple implementers in multiple countries; and
- d) Directly contributes to the objectives outlined in the [FFP Strategy](#) and [FFP Learning Agenda](#).

### 3) Budget (Maximum 5 Points)

- a) Timeline and budget are realistic for the amount of work proposed and technical goals of the project;
- b) Summary Budget takes into account major cost items for the proposed project; and
- c) Demonstrates understanding of project accounting and USAID costs principles.

## F. Full Application Evaluation Criteria

The full application package will be sent to applicants whose concept papers meet the scoring threshold. The selection criteria for the full application will be as follows and the detailed instruction and guidance will be included in the invitation for full application. Concept note applicants can receive a copy of the full application package upon request, but will not be invited to complete the full package unless their concept paper meets the scoring criteria threshold.

Awards will be made to the responsible applicants whose full applications meet the scoring criteria threshold of the IDEAL Program Improvement Award RFA and demonstrate the capacity to implement the described activity. The IDEAL Technical Review Panel will evaluate and score all applications independently and uniformly in writing, based on the selection criteria of this RFA.

IDEAL reserves the right to determine the resulting level of funding for the award(s).

### F1. EVALUATION CRITERIA (MAXIMUM 100 POINTS)

#### 1) Applicant Background (Maximum 10 Points)

- a) Experience working in food and nutrition security in development and/or emergency contexts; and
- b) Relevant experience within the past three years and capacity relevant to the specific activity being proposed.

#### 2) Project Goals, Activities, Expected Results, and Work Plan (Maximum 25 Points)

- a) Describes the existing knowledge or capacity gap that has been identified in the food and nutrition security community;
- b) States the project's overall goal(s) and objectives, explaining how the objectives contribute to the goal(s) and address the knowledge or capacity gap identified;
- c) Details the proposed organizational benefit to the applicant once the project is complete;
- d) Describes what interventions/activities will be implemented during the project, how, and by whom. Demonstrates that each major objective/deliverable can be achieved within the proposed timeline; and
- e) Offers adequate considerations to field reality, adaptability, and cost-effectiveness.

#### 3) Contributions to IDEAL and FFP Objectives (Maximum 25 Points)

For reference, see IDEAL's strategic objective and program goals in Section B2-B3.

- a) Positively contributes to the knowledge base or skill capacity in one or, at most, two of the IDEAL content focus areas in a manner that is consistent with IDEAL's strategic objectives;
- b) Demonstrates how the application builds on (e.g., cites) and complements existing tools, research or expertise in food and nutrition security;

- c) Contributes knowledge applicable to the larger food and nutrition security implementing community, including multiple implementers in multiple countries; and
- d) Directly contributes to the objectives outlined in the [FFP Strategy](#) and [FFP Learning Agenda](#).

#### 4) Quality Assurance, Documentation, and Knowledge Application (Maximum 35 Points)

- a) Application package thoroughly explains the rigorous processes that will be used to ensure proposed activity's technical quality;
- b) Describes how the final results and products will be utilized by the staff involved in this project and how it will be further rolled out within the organization;
- c) Describes how the proposed project or activity will be documented to capture field-level changes and learning in food and nutrition security programming;
- d) Provides a strategic and clear plan for 1) disseminating and 2) facilitating the application of all knowledge end products from the award with multiple FFP and/or Office of Foreign Disaster Assistance project implementers, communities of practice, and other key food and nutrition security stakeholders; and
- e) Monitoring plan describes appropriate qualitative and quantitative methods for collecting data and utilizing monitoring data during the project.

#### 5) Cost Proposal (Maximum 5 Points)

See Full Application Attachment 2: Budget Template and Full Application Attachment 3: Budget Narrative Template. The cost proposal provides:

- The degree to which costs are allocable;
- The degree to which costs are reasonable and realistic for the technical scope of work;
- The degree to which costs are allowable by USAID; and
- A clear and concise budget narrative that provides justification for the costs proposed.

### F.2 IDEAL AWARD BRANDING AND MARKING GUIDELINES

As a condition of receipt of the IDEAL PIA, adherence to the IDEAL Award Branding and Marking Guidelines is required. The guidelines will be sent to applicants whose applications are selected for further review or at the time of the award.

## G. Intellectual Property

Any materials developed under this award relating to intangible property such as intellectual property or patents are subject to applicable rules under 2 CFR 200.315, "Intangible Property."<sup>3</sup> If applicants have intangible property developed previously under non-federal awards and are planning to use the intangible property in this award, clearly identify the intangible property and its anticipated use in the project. Applicants must also specify if the applications include any proprietary information and mark it as proprietary, if applicable.

## H. Other Applicable USAID Regulations

As a Sub-recipient under United States law, the Sub-recipient is, therefore, subject to the laws and regulations of the United States pertaining to sub-awards, including but not limited to the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (the

---

<sup>3</sup> In 2 CFR 200.315, "The applicant may copyright any work subject to a copyright that was developed under a Federal award. The federal government has the right to: (1) obtain, reproduce, publish, or otherwise use the data under a Federal award; and (2) Authorize other to receive, reproduce, publish, or otherwise use such data for Federal purposes." For more details, see 2 CFR 200.315 and e-CFR 401 "Patents, Trademarks, and Copyrights."

“Super Circular”), as set forth in 2 CFR 200 and 2 CFR 700, the specific terms and conditions set forth in the Prime Award, and USAID’s Standard Provisions for US NGOs or USAID’s Standard Provisions for non-US NGOs. Where appropriate “USAID” shall mean Save the Children Federation, Inc. and “recipient” shall mean “Sub-recipient.”

Please refer to Attachment 2 for applicable USAID Standard Provisions for US NGOs and Attachment 3 for applicable USAID Standard Provisions for non-US organizations.

Please refer to Attachment 4 for applicable regulations set forth in 2 CFR 200, Attachment 5 for regulations related specifically to USAID awards, and Attachment 6 for USAID procurement regulations found in 22 CFR 228.

## I. Attachments

- Attachment 1: Concept Note Template
- Attachment 2: USAID Standard Provisions for US NGOs
- Attachment 3: USAID Standard Provisions for Non-US NGOs
- Attachment 4: 2 CFR 200 Uniform administrative requirements, cost principles, and audit requirements for Federal awards
- Attachment 5: 2 CFR 700 USAID
- Attachment 6: 22 CFR 228 Chapter II