

# Annual Program Statement

## I. SUMMARY

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|--|---|
| 1. NOTICE OF FUNDING OPPORTUNITY (NOFO) NUMBER | <b>216-6115-01-2020-005-APS</b>   |
| 2. NOFO ISSUE DATE                             | <b>April 8, 2020</b>  |
| 3. NOFO TITLE                                  | <b>AMANAT Annual Program Statement Year 3</b>   |
| 4. MSI CLIENT AND PRIME CONTRACT NUMBER        | <b>USAID, AID-306-H-17-00003</b>  |
| 5. ANTICIPATED TYPE OF AWARD                   | <b>Standard Grants, Simplified, Grants, Fixed Amount Awards, In-Kind Grants</b>             |
| 6. MSI PROJECT NAME AND NUMBER                 | <b>AMANAT, 6115-01</b>  |
| 7A. APS CLOSE DATE & TIME                      | <b>September 30, 2020</b>   |
| 7B. QUESTIONS ACCEPTED UP TO (DATE & TIME)     | <b>Responses will be updated on ACBAR.ORG on a rolling basis, until September 15, 2020.</b> |
| 7C. APPLICANT CONFERENCE DATE AND LOCATION     | <b>To be Announced on ACBAR.ORG</b>   |
| 7D. REVIEW OF APPLICATIONS                     | <b>Monthly</b>  |
| 8. INITIAL PERIOD OF PERFORMANCE               | <b>12 Months from Issuance</b>  |
| 9. OPPORTUNITY FOR RENEWAL/CONTINUATION        | <b>Yes, please refer to Section II.2.e</b>  |

### 10. INTRODUCTION

The overall purpose of AMANAT is to support efforts to reduce and prevent corruption in the provision of government public services, such as health, education, water and sanitation, driver's licenses and building permits refugee and repatriation, people with disabilities, and other sectors and groups, to name just a few. AMANAT is a 5-year project funded by USAID that began in December 2017.

This grants program is funded by the United States Agency for International Development (USAID) and is authorized in accordance with the Foreign Assistance Act. Issuance of this Annual Program Statement (APS) does not constitute an award commitment on the part of MSI, nor does it commit MSI to pay for the prices incurred in the preparation and submission of an application. MSI reserves the right to fund all or none of the applications received. All preparation and submission costs are at the applicant's expense.

#### 11. CHANGES FROM PREVIOUS NOFOS

(1) The objectives of proposed grant projects under this Annual Program Statement must highlight innovative targeted approaches to reduce corruption in the delivery of public services in Afghanistan. (2) Also, international CSOs are now eligible to apply for grants. (3) The total amount per grant award has been increased, but only for qualified organizations.

#### 12. CURRENT NOFO OBJECTIVES

The purpose of this Annual Program Statement (APS) is to identify and support activities which focus on innovative and targeted activities against corruption, especially corruption that affects public services. The AMANAT project seeks proposals from a wide range of international and Afghan national, regional, and local civil society organizations (CSOs), media organizations, and business associations to implement specific activities that fit within this scope. Proposed projects must target particular corruption problems in creative ways that are likely to produce positive results. Just simply conducting public awareness campaigns or advocacy or oversight efforts are not likely to produce the effective and lasting impacts that AMANAT is seeking. A sample of potential ideas for projects are listed below in this APS on page 14, but organizations are encouraged to propose other activities based on their experience.

## II. INSTRUCTIONS TO APPLICANTS

MSI will review applications on the basis of the criteria and instructions set forth as follows in this document. To be considered for the award, offerors must respond to all of the requests and requirements of this application to the best of their ability.

### 1. NOFO Contents

Applicants are advised to review this document carefully, particularly the following sections, which are required for successful submission of applications.

- Prerequisites: All offerors interested in submitting proposals in response to this APS must review and meet the eligibility requirements listed in the “Prerequisites” section of this opportunity.
- Submission: Please submit your technical and price/cost applications using the templates provided as Annexures to this Opportunity.

### 2. Award Information

#### a) TYPE OF AWARD

MSI anticipates awarding Standard Grants, In-Kind grants, Fixed Amount Award grants (FAAs), Simplified Grants, or a hybrid of the said grant types to meet the objectives detailed in Section III.

#### b) NUMBER AND SIZE OF AWARD

Grants to be awarded under this NOFO may vary in size from US\$10,000 to US\$250,000, subject to funds availability. To be eligible for grants over \$100,000, organizations need to demonstrate significant past experience conducting projects of similar size and complexity and would be required to employ rigorous financial systems that exercise appropriate controls over projects

with larger funding. If applicants do not have such past experience, they are encouraged to apply, but at lower funding levels.

c) APPLICATION REVIEW AND AWARD

MSI anticipates reviewing applications on a monthly basis. The number of grants to be issued will depend on the size of grants issued.

d) EXPECTED PERIOD OF PERFORMANCE OF AWARD

Though usually issued for the one-year duration, grants may also be issued for up to eighteen months in duration if the proposed project is ascertained to require a longer duration. Renewal grants may also be allowed per clause (e) below.

e) RENEWALS

Awards made under this NOFO may be eligible for annual renewals providing a possibility of a subsequent award to receive additional support for the project for succeeding periods, activities, or milestones if so determined by MSI. The overall period of the grant, including all renewals, shall not exceed the period of performance of the USAID prime award under which this NOFO and resulting awards shall be made.

MSI shall inform the awardee at least 60 days before the end of the period of performance of the initial grant if the said awardee is eligible to apply for a renewal grant. Funding of any renewal period or expansion of activities is contingent on the following:

- Availability of funds;
- Satisfactory progress towards meeting the award objectives;
- Submittal of required reports; and
- Compliance with the terms and conditions of the award, including the conditions for renewal.

If informed by MSI, Awardee will submit a detailed annual work plan for the renewal period along with a detailed budget to be considered for the renewal opportunity. **Any renewals shall be at the sole discretion of MSI and keeping in mind the best interest of its client.**

f) CONSORTIUMS

Organizations may form consortiums to apply for this grant as long as there is a primary leading organization to enter into binding contracts with MSI.

### 3. Eligibility Criteria for Award – Prerequisites for Award

a) ELIGIBLE ENTITIES

Any non-partisan legally registered international and Afghan CSO and Non-Governmental Organizations (NGOs); consortia of local CSOs, research organizations, universities, business organizations or the mass media is eligible to submit applications under this APS. For-profit companies are eligible to be prime recipients of a grant but may NOT receive any profit or fee under a grant award. Organizations may submit applications representing their firm or in partnership with other local organizations. If applications are made through a partnership or consortium, there must be one lead organization identified that would be responsible for managing the overall activity.

b) INELIGIBLE ENTITIES

The following are not eligible for grant support: individuals and government entities; political parties or organizations; organizations that advocate, promote, or espouse anti-democratic policies or illegal activities; faith-based organizations pursuing exclusive religious purposes or whose programs and services discriminate based on religion, and whose main objective of the grant is of a religious nature; and any entity whose name appears on the:

1. List of Parties Excluded from Federal Procurement and Non-Procurement Programs (<http://www.sam.gov>);
2. Specially Designated Nationals List <http://sdnsearch.ofac.treas.gov/Default.aspx>); and
3. The list established and maintained by the 1267 Committee with respect to individuals, groups, undertakings, and other entities associated with Al-Qaida ([http://www.un.org/sc/committees/1267/aq\\_sanctions\\_list.shtml](http://www.un.org/sc/committees/1267/aq_sanctions_list.shtml)).

**AMANAT will not accept applications from individuals.**

c) ELIGIBLE AND INELIGIBLE ACTIVITIES

- i. Activities that are eligible for funding include those that support APS objectives. Any purchases or activities that are not necessary to accomplish grant purposes are considered ineligible activities.
- ii. Execution of grant-funded activities must take place in Afghanistan, and all costs must be reasonable, allocable, and allowable. Reasonable costs are those costs that are generally recognized as ordinary and necessary and would be incurred by a prudent person in the conduct of normal business. Allocable costs are those costs specifically linked to the execution of the activity, such as project staff salaries, experts' fees, training, meetings and seminars, publications, purchase, and rental of equipment, office expenses, in-country travel, and other direct costs. Allowable costs are those costs which conform to any limitations in the grant award.
- iii. Specific cost items that are unallowable under a grant include profit or fee; application preparation costs; international travel; payment of debts; political elections and related campaign activities; fees for public and elected government officials; fines and penalties; creation of endowments; military equipment; surveillance equipment; commodities and services for support of police and other law enforcement activities; abortion equipment

and services; luxury goods and gambling equipment; parties or “representation” expenses; purchases of restricted goods without prior USAID approval, such as agricultural commodities, motor vehicles, pharmaceuticals, pesticides, used equipment, and fertilizer.

- iv. Project activities can only start after the signature of the grant agreement between the applicant and the AMANAT Project. Costs incurred before the signing of the grant agreement will not be reimbursed unless previously approved in writing by the MSI Director of Contracts and Grants or their designee.

#### **4. Evaluation Criteria for Award**

Applications that are considered eligible, that conform to the requirements stated in this NOFO, and that are received by the Submission Due Date and Time will be evaluated for the award on the basis of the Evaluation Criteria set forth below.

##### **a) TECHNICAL MERIT (50 POINTS):**

AMANAT will review the extent to which the proposed technical approach can reasonably be expected to produce the intended results in a specific timeframe. This includes reviewing the relevance of the approach to the problem to be addressed, whether the proposed activities are consistent with the objectives sought, how the activities are interrelated, how activities will be tracked, monitored and reported, how well the program supports AMANAT’s objectives, and the degree to which the proposal incorporates lessons learned from similar programs or activities, builds on prior relevant programs or activities, and supports consensus building and the appropriate use of the media. AMANAT will review whether the proposed beneficiaries are strategically chosen, and whether the proposed performance targets appear reasonable and realistic.

AMANAT will review the effectiveness of the applicant’s approach to gender issues relating to the proposed activities. Sustainability of proposed activities beyond the life of award is an important evaluation factor as well. For applications with a focus on sustaining activities or organizational capacity beyond the life of the award, AMANAT will review the extent to which the proposed activity promotes, strengthens, and is supported by sustainable organizations that can champion sound concepts, innovative practices, and changes beyond the life of the award.

##### **b) DEMONSTRATED PAST PERFORMANCE (30 POINTS):**

All applicants will be subject to a past performance review, with emphasis on prior activities, if any, which are similar to that which is proposed. If the applicant has no past performance history, the applicant will receive a neutral rating in this category.

##### **c) ORGANIZATIONAL CAPACITY AND CAPABILITY OF PROPOSED PERSONNEL (20 POINTS):**

AMANAT will review the effectiveness of the approach in terms of the applicant organization's internal structure, technical capacity, and ability to represent beneficiary interests. Applicants are encouraged to consider partnerships and coalitions, as appropriate, to broaden geographic diversity, promote greater inclusion, and increase program reach.

Partnership arrangements, if any, with other civil society organizations, which enhance the effectiveness and capabilities of program implementation, should be specifically outlined, and the capabilities of key partners, as well as the primary applicant, should be clearly presented. Partnerships that build on the relative strengths of participating organizations with clearly defined roles and responsibilities of each organization in the application will strengthen an application.

d) **COST-EFFECTIVENESS:**

While not an evaluation factor for which points will be assigned, please note that the applicant's proposed budget will be reviewed to determine if the applicant's approach is cost-effective and makes use of existing resources, capacities, materials, tools, and other leveraged sources of funding. An application will be viewed more favorably if it proposes results that are objective, quantifiable, and measurable and if the costs can be tied directly to specific corresponding results.

Although the price is not a factor for technical consideration, it is an important element in evaluation for award. The price must show demonstrated "reasonableness" and be "balanced" among the respective components of performance. The significance of price will increase the closer technical rankings become. Applicants are strongly encouraged to provide their best price proposals with the submission of their offer. MSI recognizes that price is often the single most significant factor in the determination of best value. A full budget is not required at the initial proposal stage but will be required if the proposal is selected for **Step 2**(see below) by the evaluation committee review.

A realistic commitment to cost share or leveraging from other sources is generally viewed as enhancing the cost-effectiveness of a proposed budget. However, cost-share is not a requirement under this APS.

As a general principle, the payment of any customs duties, sales tax, or other applicable taxes and fees shall be included as a cost-share.

**5. Application Format and Submission Requirements**

Applications should respond fully to this NOFO using the templates attached to this NOFO.

This APS is open to all organizations that are eligible to apply at no cost per the terms provided herein. Applicants must be technically qualified, financially responsible, and otherwise eligible for receipt of an AMANAT Donor-funded award.

**If any person demands/requests consideration (payment of any kind) in exchange for this APS, or promises successful selection in exchange for consideration, please inform [ethics@msi-inc.com](mailto:ethics@msi-inc.com).**

The Application process shall be as follows:

**a) STEP 1 - Full Application Submission**

The applicant shall submit a full application using the template provided as Annex III to this NOFO. All sections provided in the template must be completed in full. Any incomplete sections may result in the rejection of the application.

The applicant must demonstrate the applicant's capabilities and expertise with respect to achieving the objectives and goals of the Grants Program and take into account the requirements of the Program and the evaluation criteria found in this NOFO.

**b) STEP 2 - Negotiation and Finalization of Grant Terms**

If AMANAT's review results in a recommendation for funding, then the applicant and AMANAT will enter final discussions to ensure all pre-award requirements are met, and significant grant terms are negotiated and agreed upon. The exact details of this phase will vary according to the circumstances pertaining to each application. However, the following are common areas that may require further discussion and agreement prior to award:

- Payment terms may include payment through the provision of advances, direct reimbursement, or payment through a fixed amount award where payments are made based upon the achievement of specific results.
- Administrative procedures may include items concerning administrative reporting and logistical requirements for the program, including training components.
- Other award terms may be included, such as special provisions and/or special award conditions.

**c) Cost Application**

**While a summary budget is required to be submitted as a part of Step 1 using Annex D provided herein, if an applicant is recommended for award, as a part of Step 2, a detailed cost application shall be submitted as an Excel spreadsheet.** All grants will be awarded in local currency ONLY. Cost applications must include the total cost necessary for the implementation of the grants program your organization is proposing, and detailed budget notes to explain the unit rates and the number of units proposed. Detailed budget notes should describe each proposed budget line item -- including the basis for each price, and provide a justification for why the line item is needed for the program. The evaluators should be able to identify from the cost proposal a direct link to the proposed activities.

The cost application must be presented in Microsoft Excel, showing calculations and formulas. For successful applicants, to establish cost/price reasonableness, applicants may be requested to provide evidence and supporting documentation for the costs to be incurred and budget items. Evidence that may be requested includes pay slips, employment contracts, lease agreements, the organization's internal policies, etc.

All costs budgeted must be reasonable, necessary to the proposed project, and allowable (no interest expense, fines, penalties, alcohol or entertainment). No profit or fee can be included in the budget nor paid for with grant funds.

The budget may include the following categories of costs:

- Personnel: Salaries, Wages, and Fringe/Benefits. This covers salaries and fees for personnel involved in project implementation. For regular staff, information must be provided on specific roles/responsibilities on the project, salary, and percentage of time the person will be working on the project. For short-term consultants, information must be provided on specific services to be rendered, daily or hourly rate, and a number of days/hours to be worked on the project. Any associated taxes required by local laws must be included in the salary and fee rates. Social benefits/fringe must be shown in a separate budget line. Biographical data sheets are required for staff included in the budget (using the form found at <https://www.usaid.gov/forms/aid-1420-17> ). Applicants may be required to provide supporting documentation justifying salaries or rates (such as pay slips, employment contracts, etc.).
- Travel and Transportation. Applicants should justify any in-country travel budgeted and provide detailed information on the kind of travel, purpose, and associated expenses (e.g., origin and destination of travel, type of transportation, etc.).
- Supplies/Equipment. Applicants should estimate expenses for supplies and general equipment maintenance during the period of the project (e.g., pens, paper, cartridges, etc.). If the applicant requests office equipment to be purchased or leased (e.g., computers, printers, telephones, fax machines, copiers, etc.), detailed explanations must be provided describing the kind of equipment needed and how it will be used for the purpose of the project (note that the purchase of used equipment is not authorized).
- Other Direct Costs (ODCs). This category includes other costs associated with the implementation of the project that is not included in any other cost category specified above, such as training workshops or conferences; office/facility rent; communication and post-office expenses; photocopying, printing, and publishing; translation costs; bank charges; and other expenses essential for project implementation. The budget notes should provide as many details as possible. For example, costs related to training workshops should specify the expected number of participants, duration of the training, location of the training, site costs per participant, or per day, etc.
- Cost Share. We encourage the applicant to explore different cost-share possibilities within their organization as well as pursuing other potential donors that could contribute to project costs. This contribution may be in cash, goods, or services. For instance, the cost-share may be in the form of funds from other (non-US Government) donors; it may be the labor of grantee employees or volunteers (timesheets may be required to substantiate); or it may be the use of a grantee's meeting room to hold a



workshop for the grant project. Full guidance on cost share, including allowable and unallowable cost share, reporting cost-share, and links to U.S Government regulations on cost-share, will be provided.

Applicants should feel free to propose alternate and/or additional line items and costs that accurately reflect project activities. Budget line items must show unit type, unit price, and a number of units, and must be justified in the budget notes, including the basis of the costs (e.g., quotes were obtained, costs are actual currently incurred costs of the organization etc.) and how the costs further project objectives.

Detailed requirements for allowable costs are provided in the applicable U.S. Government "Standard Provisions for Non-U.S. Nongovernmental Organizations: A Mandatory Reference for ADS Chapter 303," which can be found at <https://www.usaid.gov/ads/policy/300/303mab>.

All the sums indicated in the budget must include associated taxes.

d) **SUBMISSION**

Interested applicants should submit the completed application in English to [AMANAT.Grants@msiworldwide.com](mailto:AMANAT.Grants@msiworldwide.com) with cc to [jfreer@msi-inc.com](mailto:jfreer@msi-inc.com). Please contact us if there are technical or other difficulties with submitting the application by e-mail.

Incomplete or invalid applications, i.e., those that do not include all required application materials, respond to the APS program objectives, or otherwise comply with the application guidelines, may not be reviewed.

**6. Other Application Guidelines and Notices**

The following conditions, guidelines, and notices are included to assist you in preparing a competitive application. All of them should be reflected in your submission.

a) **Pre-Award Surveys**

If selected, applicants shall be required to go through a Pre-Award Survey and submit sufficient evidence of capacity and responsibility for MSI to make an affirmative determination of the applicant's capacity to complete the activities being proposed. The information submitted should substantiate that the applicant:

1. Has adequate financial resources or the ability to obtain such resources as required during the performance of the award. Has well-established relationships with accredited banking institutions and access to accounting services as well as legal services.
2. Has the ability to comply with the award conditions, including the proposed delivery or performance schedule, taking into account all existing and currently prospective commitments of the applicant.
3. Has the ability to manage funds effectively.

4. The applicant has a satisfactory record of performance on the management and implementation of projects similar to the proposed project.
5. The applicant has a history of excellent client relationships and has performed its work with the highest degree of integrity and business ethics.
6. Is otherwise has a good reputation and is qualified and eligible to receive a grant under applicable laws and regulations.

**b) LANGUAGE**

Offerors shall provide all proposal documentation in English.

**c) SOURCE AND NATIONALITY (USAID)**

The USAID authorized geographic code for the procurement of goods and services under MSI's contract is 937 (provide the description). A current list of eligible countries and further information on Source and Nationality may be found at [www.usaid.gov/ads/policy/300/310](http://www.usaid.gov/ads/policy/300/310).

Applicants must agree that no services will be rendered through a service provider in any foreign policy restricted country or any designated "prohibited source".

**d) MODIFICATION AND WITHDRAWAL OF NOFO**

MSI reserves the right to modify by written notice the terms of this NOFO at any time in its sole discretion. MSI also reserves the right to withdraw this NOFO at any time—with or without a statement of the cause—prior to actual award.

**e) CONFIDENTIALITY OF INFORMATION**

Information pertaining to MSI, USAID and USAID's partners obtained by the applicant as a result of participation in this RFA is confidential and shall not be disclosed at any time without prior written authorization from MSI's authorized representative.

**f) CONFLICT OF INTEREST**

Personal Conflict of Interest

An actual or appearance of a conflict of interest exists when an applicant organization or an employee of the organization has a relationship with an individual employed by AMANAT.

Organizational Conflict of Interest

The applicant must notify USAID of any actual or potential conflict of interest that they are aware of that may provide the applicant with an unfair competitive advantage in competing for this financial assistance award. Examples of an unfair competitive advantage include but are not limited to situations in which an applicant or the applicant's employee gained access to non-public information regarding a U.S. federal assistance funding opportunity or an applicant or applicant's employee was substantially involved in the preparation of a U.S. federal assistance funding opportunity. The award recipient must propose an approach for resolving the conflict of interest to AMANAT within 10 calendar days of the discovery of the conflict of interest and before an actual award may be issued. A signed Conflict of Interest certification will be required as part of the set of pre-award certifications.

**g) BRANDING AND MARKING**

All USAID-sponsored assistance awards are required to adhere to branding policies and revised marking requirements for grants and cooperative agreements in accordance with ADS 320. This includes visibly displaying the USAID Standard Graphic Identity that clearly communicates assistance is, "From the American people" on all programs, projects, activities, publications, public communications, and commodities provided or supported through USAID assistance awards. ADS 320 requires that, after the evaluation of the applications, AMANAT Staff will request the Apparently Successful Applicant to submit a Branding Strategy that describes how the program, project, or activity is named and positioned, how it is promoted and communicated to beneficiaries and cooperating country citizens and identifies all donors and explains how they will be acknowledged. AMANAT staff will work with the successful grantee to draft a marking and branding plan, which will be annexed to the grant's agreement.

**h) ENVIRONMENTAL COMPLIANCE**

The Foreign Assistance Act of 1961, as amended, Section 117 requires that the impact of USAID's activities on the environment be considered and that USAID include environmental sustainability as a central consideration in designing and carrying out its development programs. This mandate is codified in Federal Regulations (22 CFR 216) and in USAID's Automated Directives System (ADS) Parts ADS 201.5.10g and 204 (<http://www.usaid.gov/policy/ads/200/>), which, in part, require that the potential environmental impacts of USAID-financed activities are identified prior to a final decision to proceed and that appropriate environmental safeguards are adopted for all activities. Compliance with USAID Environmental Procedures (22 CFR Reg. 216), including appropriate environmental mitigation and monitoring measures, should be considered an integral and required part of all activity development and implementation and should be budgeted accordingly. All environmental compliance obligations under these regulations and procedures will be explained to the successful grantee. These will also be stated in the grant agreements.

**i) VETTING**

For approved procurement of goods or services of more than \$25,000, the potential vendor will be vetted through USAID, per USAID/Afghanistan Mission Order 201.06.

**j) SAM AND DUNS ARE REQUIRED REGISTRATIONS FOR AWARDS ABOVE USD 25,000**

The winning applicant must be registered with the U.S. Government at [www.sam.gov](http://www.sam.gov). Instructions to register can be found at [https://www.sam.gov/sam/SAM\\_Guide/SAM\\_User\\_Guide.htm](https://www.sam.gov/sam/SAM_Guide/SAM_User_Guide.htm). Additionally, the successful applicant must register for a Dun & Bradstreet (D&B) "Data Universal Numbering System" number (DUNS#). Instructions to obtain a DUNS number can be found at <http://www.usaid.gov/sites/default/files/documents/1871/SAM%20Application%20procedure.pdf>. Both registrations are free of charge. An exception to this requirement can only be made by MSI's Director of Contracts and Grants Management.

#### **k) DONOR REQUIRED FLOW-DOWN CLAUSES**

The winning applicant will be required to comply with the following donor required rules and regulations:

- i. Any resulting award will be subject to the Standard Provisions for Non-U.S. Non-Governmental Organizations at USAID Automated Directives System (ADS) 303mab. Copies of the provisions may be found at <http://www.usaid.gov/sites/default/files/documents/1868/303mab.pdf> or are available on request.
- ii. The following U.S. Government-issued documents shall serve as the primary reference for any questions regarding policies, procedures, and allowable costs, not specifically addressed elsewhere in this Award:
- iii. 2 CFR 200, Subpart E, Cost Principles (available at: <http://www.gpo.gov/fdsys/pkg/CFR-2014-title2-vol1/pdf/CFR-2014-title2-vol1-part200-subpartE.pdf>) or 48 CFR part 31 (available at: <http://www.gpo.gov/fdsys/pkg/CFR-2011-title48-vol1/pdf/CFR-2011-title48-vol1-part31.pdf>), as applicable
- iv. 2 CFR 200, Subpart F, Audit Requirements (available at: <http://www.gpo.gov/fdsys/pkg/CFR-2014-title2-vol1/pdf/CFR-2014-title2-vol1-part200-subpartF.pdf>), as applicable.

Applicants are encouraged to review these required rules and regulations to ensure that they will be able to comply with them if an award is made.

#### **l) PRE-AWARD CERTIFICATIONS**

Successful applicants before receiving any USAID grants are expected to provide certifications as required by U.S. legislation. A copy of all certifications can be found for review at <https://www.usaid.gov/sites/default/files/documents/1868/303mav.pdf>. Consequently, the applicants are required to familiarize themselves with the following:

- i. Prohibition on Assistance to Drug Traffickers for Covered Countries and Individuals (ADS 206).
- ii. Certification Regarding Terrorist Financing Implementing Executive Order 13224
- iii. Certification Regarding Trafficking in Persons.
- iv. Certification Regarding Lobbying (22 CFR 227).

#### **7. Questions**

Any questions or clarifications must be submitted via e-mail to [AMANAT.Grants@msiworldwide.com](mailto:AMANAT.Grants@msiworldwide.com), by the due date for questions/clarifications listed in the Opportunity Cover page. Responses to questions received shall be shared with all interested parties via Acbar.org on a monthly basis.

#### **8. Applicant Conference**

AMANAT will hold grants workshops periodically for interested applicants to the APS for them to ask questions about the application process, as well as provide support to them to apply new

approaches to grant proposal writing. These workshops will occur in Kabul and other provinces as required. These workshops will be announced on ACBAR.ORG. All interested applicants are welcome to attend and should RSVP to [AMANAT.Grants@msiworldwide.com](mailto:AMANAT.Grants@msiworldwide.com) to ensure space availability.

Grants Workshop - Proposal Design				
# of grant workshop	Date	Time	Workshop Contents	Location
1 <sup>ST</sup> Grants Workshop	TBD	9:30 AM 3:30 PM	1. How to develop innovative, creative and targeted programming 2. Designing grant proposals 3. Activity implementation, compliance, and financial management 4. M&E plan development and Tools usage 5. Communication strategies 6. Developing and submitting the innovative concept, budget and M&E plan	Kabul

Considering the grants application process and the quality of the received proposals, AMANAT's grants team will include additional grants workshops to build applicants' capacity.

## 9. Submission Checklist

Please use this section as a checklist to ensure that all listed documents are submitted as a part of your grants package. Additional documents can be included if they will support your Grants Application.

- 1 Technical Application - ANNEX A
- 2 Implementation Plan – ANNEX B
- 3 Monitoring & Evaluation Plan – ANNEX C
- 4 Summary Cost Application – ANNEX D
- 5 CVs of Project Staff considered Key for performance – ANNEX E
- 6 Completed Partner Information Form – ANNEX F
- 7 Tazkiras and Passports to support ANNEX F
- 8 Organization Valid License

## 10. Fraud Reporting

Should any person demand/request consideration in exchange for this APS or promises successful selection in exchange for consideration, please contact [ethics@msi-inc.com](mailto:ethics@msi-inc.com).



### **III. PROGRAM DESCRIPTION**

#### **A. BACKGROUND**

Management Systems International (MSI) is a Washington, D.C metro-area based international development firm founded in 1981 with a corporate commitment to improving public sector management in the U.S. and abroad. MSI offers a strong range of technical expertise in the fields of democracy and governance, economic growth, monitoring and evaluation, strategic planning, organizational capacity building, and health, education, and the justice sector. MSI assures exceptional technical expertise and strong project management quality through its reliable cost control capacity and consistent project management monitoring. The firm is a subsidiary of Tetra Tech, a global multi-specialist consulting business, headquartered in the USA. In Afghanistan, MSI is the prime contractor implementing the U.S. Agency for International Development (USAID)-funded "Afghanistan's Measure for Accountability and Transparency" (AMANAT) project.

The overall purpose of AMANAT is to support efforts to reduce and prevent corruption in the provision of government public services, such as health, education, water and sanitation, driver's licenses and building permits, refugee and repatriation, people with disabilities, and other sectors and groups, to name just a few. AMANAT is a 5-year project funded by USAID that began in December 2017. Technical assistance is being provided to several key government ministries and departments to identify major corruption vulnerabilities, develop detailed plans to reduce these risks, and implement those plans effectively. In addition to working with the government, a major focus of the project is to promote activities by civil society organizations, the mass media, and business associations to conduct oversight and monitoring of government agencies and their anti-corruption reforms, implement communications and public outreach campaigns concerning corruption and anti-corruption reforms, and conduct advocacy to promote further anti-corruption efforts, among others.

#### **B. OVERVIEW**

Through this Annual Program Statement (APS), AMANAT will assist international and Afghan non-governmental and private sector organizations by supporting innovative and targeted activities that are intended to reduce or prevent corruption in the delivery of public services. Some examples of such activities are provided in Section C below, but applicants are encouraged to propose innovative ideas based on their own experience. International and Afghan organizations interested in receiving funding for programs are invited to carefully read this APS in its entirety and to follow the APS guidance in order to apply for funds.

All proposed activities shall directly relate to the achievement of the objectives of the AMANAT program. Applicants are encouraged to propose the best mix of approaches and activities to achieve the results envisioned under the proposed program. Grant projects should include innovative, targeted and localized approaches, especially those that mainstream gender or engage women, as well as encourage collaborative work among several civil society organizations (CSOs) in different regions or working in different sectors. We are looking for project activities that address particular corruption problems and are likely to yield effective results in reducing corruption. Just conducting public awareness campaigns, advocacy campaigns, or oversight initiatives related to corruption is not enough.

This APS will be held open for submissions for a six one -month period. Grants will be provided to capable and responsible non-partisan legally registered international and Afghan CSO and Non-Governmental Organizations (NGOs); consortia of local CSOs, research organizations, universities, business associations, and the mass media. Capacity building will be provided by AMANAT to local organizations to help them perform the work funded by their grants, as well as to manage them appropriately.

### **C. KEY AREAS OF INTEREST**

The areas listed below highlight some of the topics for which AMANAT is interested in receiving grant applications under this APS. These areas have been identified as examples of where more innovative ideas are needed to support citizens, mass media, and private sector engagement in the fight against corruption. All ideas should seek to have an impact on corruption in the delivery of public services, such as health, education, pensions, licensing and permitting, land distribution, refugee matters, disability services, etc. Other innovative ideas are welcome, as well.

1. Fighting corruption in the context of future peacebuilding - Research has shown that countries which actively fight corruption early after peace agreements are signed tend to do better in terms of improving stability, building their economies, and reducing corruption over the mid-term. Looking at the progress of peace talks with the Taliban, AMANAT would like to get the Afghan CSO community thinking actively about how they can become more engaged in confronting corruption, assuming that these talks lead to an agreement and a peacebuilding environment in the near future. In this regard, we list some ideas that CSOs might develop further and propose to AMANAT. As always, additional ideas for grant proposals will be considered. All proposals should
  - a) be innovative and creative in their goals and approaches;
  - b) clearly identify how results and outcomes will be measured to demonstrate the impact of the proposed activities, and identify particular central government institutions and/or geographic areas of Afghanistan where you believe the political will exists to implement such changes and reforms. Propose ways for citizen groups to conduct advocacy and oversight of those sectors and functions, and report on their findings to the public and the authorities to promote reform and change, as well as working to ensure sustainability and impact.
2. Youth-focused anti-corruption programs which make youth more aware of corruption and hasthem become more engaged in fighting corruption. Projects need to appeal to a youth audience, using innovative platforms and provide them with incentives to oppose corruption. Activities could take the form, for example, of a film festival of short videos made by young people about their personal experiences with corruption and how to stand up for their rights, school debates, and sports events with anti-corruption themes, as well as innovative ways to reach youth on social media platforms among others. Additionally, cricket/soccer and other sports tournaments with a focus on anti-corruption messages and slogans can be considered as well as anti-corruption drawing competitions and other extracurricular activities focusing on anti-corruption messaging.
3. Simple e-governance apps for citizens – Develop simple apps that can be used by non-literate populations or by those who do not have smartphones, for example, using SMS, text or Interactive Voice Response (IVR) apps to register citizen complaints, blow the whistle on



corrupt officials, support citizen watchdogs, get receive information from the local government on service delivery (fee schedules, budget expenditures, etc.), and find out how to stand up for your rights with a view to demonstrate the impacts such e-governance apps can provide the Afghan citizen.

4. Monitor local budgets – Participate in local budget hearings, monitor how the budget is used to pay for public services and publicize the findings to ensure transparency and accountability for the use of government funds. The oversight data can be added to a central open data bank that is accessible to the public.
5. Comprehensive anti-corruption campaigns which can include musical concepts addressing anti-corruption in Pashto and Dari language, with symbols/badges/marks/logos tackling anti-corruption with a wide geographical distribution. Such a comprehensive anti-corruption campaign can include a combination of songs, logos/marks, and different types of materials for a time between 6-12 months.
6. Build a culture of public integrity through anti-corruption education in schools and universities – Teaching young people about public integrity, anti-corruption and the rule of law gives them the knowledge, skills, and behaviors to fight corrupt practices and establish new behavioral norms and values for society. Activities can focus on building the capacity of teachers to integrate anti-corruption into the existing school curriculum and developing new resource materials for primary school and higher grades, as well as integrating actions which are attuned to young people, with the aim to provide sustainable impacts.
7. More active engagement of businesses and business associations – Develop activities that will engage the private sector more effectively in fighting corruption. This might involve business associations in developing and monitoring “integrity pacts” signed between companies and government agencies to halt corrupt practices in public procurements. It could also support the establishment of “business review boards” that would oversee how public tenders are developed and implemented. Projects could also focus on how permitting, licensing, and public procurement processes can be simplified.
8. Complaint management – Hotlines and simple text-based apps can be developed to allow citizens to register their corruption complaints. Then, a process can be implemented to pass these complaints to the relevant government office for resolution and feedback. An open-access dashboard can be developed to display to citizens how the government is responding to such complaints. For complaints that are not resolved within a specified amount of time, more active approaches can be designed to incentivize resolution.

#### **D. CROSS-CUTTING APPROACH**

In developing innovative program approaches, AMANAT strongly encourages applicants to consider and apply the following cross-cutting practices:

##### **1. MENTOR AND SUPPORT OTHER CSOs**

To promote sustainability of these activities over time and throughout the country, AMANAT encourages larger and more experienced grantees to engage with newer, smaller and less experienced CSOs, to mentor and coach them as part of their AMANAT grant activities. This could result in a network of groups throughout the country conducting similar anti-corruption activities and sharing their

results. International CSOs must partner with two or more local CSOs to develop, mentor, and support them in their grant activities.

## 2. INNOVATE AND BUILD ON PAST SUCCESSES

AMANAT encourages programs that capitalize on existing opportunities and proven organizational capacities. Applications which seek to scale-up proven successes are especially welcome. At the same time, AMANAT is looking to support innovative as well as targeted approaches to longstanding problems and welcomes applications that reflect innovative thinking and a desire to advance the range, depth, and impact of civil society initiatives on identifying and reducing corruption.

## 3. SUSTAINABILITY

AMANAT is committed to empowering partners and beneficiaries to take increased ownership of the development process, including financing, and to maintain project results and impact beyond the life of the grant. All projects should explicitly address how the project results or impact will continue after the end of the project. Indications of how a project can generate revenue or self-finance itself will be welcome.

## 4. EXPLORE JOINT INITIATIVE / COALITION / PARTNERSHIP ARRANGEMENTS

To increase program impact and sustainability, AMANAT strongly encourages applicants to consider a partnership, teaming, or other arrangement that make the best use of existing organizational capacities. Approaches may involve the formal or informal establishment of coalitions, partnerships, networks, consortia, Communities of Practice, or other arrangements of civil society groups, youth, and others. These types of joint or collective action initiatives may involve sub-grant relationships.

Approaches that connect organizations in different geographic areas and with different skill levels are particularly encouraged. For example, applicants may consider teaming larger, more established organizations with younger organizations, or linking similar kinds of organizations from different geographic areas. If joint initiatives or coalitions are developed, applications must reflect how they will be managed and identify the lead organization that will be the main point of contact for AMANAT.

## 5. GENDER INTEGRATION

Corruption in the delivery of public services affects men and women differently. Women are often confronted with corruption more than men because they are the ones requesting public services for family members. As a result, grant proposals must include a discussion of how activities conducted under the proposed project will be designed to take these differential impacts into account. It might involve training that highlights how corruption affects men and women differently, providing training to help women combat and report corruption, developing information campaigns that focus on these differential impacts, or prioritizing activities that reduce the most negative impacts of corruption on women, for example. Overall, the proposed projects should build the capabilities of both men and women to combat corrupt practices that negatively affect their lives, economic opportunities, and democratic governance of all Afghan citizens.

#### **IV. LIST OF ANNEXURES PROVIDED**

ALL ANNEXES ARE PROVIDED AS SEPARATE FILES FOR EASE OF COMPLETION AND SUBMISSION

- 1) TECHNICAL APPLICATION - ANNEX A**
- 2) IMPLEMENTATION PLAN – ANNEX B**
- 3) MONITORING & EVALUATION PLAN – ANNEX C**
- 4) SUMMARY BUDGET – ANNEX D**
- 5) CVS FOR PROJECT STAFF CONSIDERED KEY FOR PERFORMANCE – ANNEX E**
- 6) COMPLETED PARTNER INFORMATION FORM (PIF) – ANNEX F**
- 7) INSTRUCTIONS FOR COMPLETING PIF - ANNEX G**