
USAID Social Cohesion and Reconciliation (SCORE) Activity

Announcement Type:	Annual Program Statement
Funding Opportunity Number:	SCORE-APS-002
Issuance Date:	25 February 2020
Questions for First Round of Evaluations Due:	On-going basis
Deadline for Submission of Concept Papers:	See below for Round of Deadlines
Final Closing Date:	31 May 2020
Submit Concept Papers to:	SCOREAPS@globalcommunities.org

Concept paper submission deadline:	
Round one deadline:	31 March 2020
Round two deadline:	30 April 2020
Round three deadline:	31 May 2020

To Interested Applicants:

The purpose of this Annual Program Statement (APS) is to solicit applications for funding from the USAID SCORE Activity, a national program implemented by Global Communities. Global Communities, through the United States Agency for International Development (USAID), is announcing a two-step process:

- Step 1: Applicants submit concept papers;
 Step 2: Shortlisted applicants submit full applications

This process is open to applicants from anywhere in Sri Lanka, but particularly those operating in current SCORE target districts (Monaragala, Vavuniya, Jaffna, Trincomalee, Ampara, Batticaloa, Killinochchi, Mullaitivu, Anuradhapura, Kandy, Galle, Matara, Hambantota). The process is intended to select eligible concepts and proposals to implement activities to cover the following areas of intervention that promote Sri Lankan-led social cohesion and reconciliation:

1. Engage communities in which both men and women have equal opportunity to benefit from and contribute to implement citizen-driven initiatives and networks that strengthen and promote social cohesion and reconciliation.
2. Reduce socio-economic disparities and social exclusion by supporting the recovery of conflict-affected populations in resettled communities, reduce barriers to female empowerment, create economic opportunities for the most marginalized communities and strengthen local government bodies and Community Based Organizations (CBO) to provide sustainable services to the most marginalized communities and populations, including women headed households.

3. Enhance community resilience by providing access to psychosocial and trauma healing services and create opportunities for youth and women to exercise leadership in promoting responsible citizenship and reconciliation.
4. Any other innovative, non-traditional, wide-ranging national or local level special activities that promote Sri Lankan-led social cohesion and reconciliation and reduce gender stereotypes, e.g. innovative uses of ICT to promote reconciliation.

This APS solicits applications for interventions that seek to transform relationships from the community to the national level, to build horizontal and vertical social capital and foster the capacity to leverage that social capital for increased resilience and a vision of shared Sri Lankan identity. This approach is based on the growing evidence that sustainable impact toward reconciliation and peacebuilding is best achieved by combining interpersonal approaches that engage individuals and communities in skills building and attitude change and institutional approaches that are led by government to implement supportive policies and mechanisms.

SCORE, on behalf of USAID, anticipates awarding grants to successful applicants submitted in response to this APS. Competition for this APS will be open for 3 months or until May 30th 2020. Successful concept papers that fall within the criteria set forth in this APS may be invited to submit full proposals. Successful applications may be selected for funding by SCORE.

The length of the proposed activities or interventions can be up to one (1) year. The number of awards and amount of available to fund each award is subject to change and Global Communities reserves the right to make no awards as a result of this APS.

Applicants are required to submit a framework of results their efforts will achieve and proposed indicators to measure the achievement of these results. The proposed project design should enable adaptive programming that can respond to changing circumstances, new knowledge, and evidence. Applicants should clearly mention the geographic areas in which project activities will be implemented.

Submission of questions: Questions on this APS should be addressed to SCOREAPS@globalcommunities.org and will be reviewed and answered on a rolling basis. **Telephone calls regarding technical content will not be entertained.**

The issuance of this APS does not constitute an award or commitment on the part of Global Communities, nor does it commit Global Communities to pay for costs incurred in the preparation and submission of a concept paper or an application. Global Communities reserves the right to fund any or none of the applications submitted. Further, Global Communities reserves the right to make no awards as a result of this APS.

TABLE OF CONTENTS

SECTION I – PROJECT BACKGROUND AND SCOPE OF WORK.....	3
SECTION II- AWARD INFORMATION.....	4
SECTION III- ELIGIBILITY INFORMATION	4
SECTION IV- APPLICATION AND SUBMISSION INFORMATION.....	6
SECTION V – APPLICATION REVIEW INFORMATION	7
SECTION VI – AWARD AND ADMINISTRATION INFORMATION.....	8
SECTION VII- SCORE PROJECT CONTACTS.....	8
SECTION VIII - OTHER INFORMATION.....	8

ATTACHMENTS

ATTACHMENT A- CONCEPT PAPER TEMPLATE

ATTACHMENT B- INSTRUCTIONS ON CONTENT AND FORMAT OF APPLICATION

SECTION I – PROJECT BACKGROUND AND SCOPE OF WORK

(1) Description of the Proposed Program

The purpose of the USAID SCORE Activity is to strengthen Sri-Lankan-led efforts to advance social cohesion and coexistence. SCORE seeks to address certain underlying challenges to reconciliation by fostering a shared and inclusive Sri Lankan identity, reducing socio-economic and political disparities that undermine social cohesion, and enhancing community resilience through multiple capacity building initiatives. SCORE is designed to achieve the results listed under the following scope of work:

1. Promote a cohesive Sri Lankan Identity

Result 1.1: Communities engage constructively in reconciliation processes

Result 1.2: Citizen-driven initiatives and networks strengthened to promote social cohesion and reconciliation

Result 1.3: Improved local and national government institutions and processes promoting social cohesion and reconciliation

2. Reduce socioeconomic disparities and exclusion

Result 2.1: Recovery of resettled and conflict affected populations advanced

Result 2.2: Improved economic opportunities for the most marginalized communities

Result 2.3: Local governments and CBOs strengthened to provide sustainable services to the most marginalized communities and populations

3. Enhance community resilience

Result 3.1: Increased access to psychosocial and trauma healing services

Result 3.2: Increased opportunities for youth and women to exercise leadership in promoting responsible citizenship and reconciliation

Global Communities’ strategy considers the evolving political context by applying growing evidence that **sustainable impact** toward social cohesion and reconciliation is best achieved by: 1) combining

interpersonal and institutional approaches; and 2) enabling the continued engagement across identity groups that is necessary for changes in attitudes to be sustained. We apply an adaptive management approach with regular vertical and horizontal reviews between staff, partners, stakeholders and community members to rapidly support strategic opportunities and contextual shifts.

SECTION II- AWARD INFORMATION

(1) Estimated Funding Level

Global Communities expects to award several grants and may choose to fully fund or incrementally fund the selected application (s). Awards are typically funded between \$10k - \$25k however funding is determined by the proposed activities, needs and scope. Typically, awards cannot exceed \$25k. However, the final amount will be dependent upon grant activities and final negotiation and may be lower or higher than that range. Preference will be given to Sri Lankan organizations with previous experience implementing projects in the related activity area and showing tangible results and impact. Organizations must be able to show a recent history of implementing a minimum of one grant equal to a value of at least 75% of the amount they request from this APS.

(2) Anticipated Performance Period

SCORE anticipates a performance period of up to One (1) year.

(3) Award Type

Grants may be provided where funds are disbursed based on specified “milestones” or deliverables (FAA – Fixed Amount Awards), Cost reimbursable funds (Standard Grant), or either in direct material or equipment (In-Kind Grant). The grant mechanism will be determined by the SCORE team through a pre-award determination process based on the nature of the grant activity and the financial and management capacity of the grantee organization. The award size, the number of awards and amount of available funding is subject to change.

SECTION III- ELIGIBILITY INFORMATION

(1) Types of Entities that may Apply

This APS is issued as a public notice to ensure that all interested and qualified organizations have a fair opportunity to submit applications for funding. Organizations should have a recent history of implementing activities in the focus areas of this APS or have a recent track record of implementing projects in geographic target areas.

Eligible organizations must be registered *in Sri Lanka*, formally constituted, recognized by and in good standing with appropriate Sri Lanka authorities, and compliant with all applicable civil and fiscal regulations. Examples of potentially eligible entities include foundations, non-governmental organizations, faith-based organizations (FBOs), community-based organizations (CBOs), Sri Lankan Civil Society Organizations (CSOs), host country organizations, private organizations, academic institutions, private companies, professional associations and consortiums of the above.

The following types of entities may NOT apply for SCORE grants:

- Political parties, political party organizations and government institutions are not eligible for grants

- Faith-based organizations whose objectives are discriminatory;
- Organizations from foreign policy restricted countries are not eligible;
- Organizations Excluded from Federal Procurements and Non Procurement Programs are not eligible for Federal awards.
- Any U.S. entity which is a “Private Voluntary Organization” (PVO) but has not registered as such with USAID;
- Any entity whose name appears with an Active Exclusion on www.sam.gov ;
- Any “Public International Organization” (PIO);
- Any foreign government except the cooperating country (Sri Lanka);
- Any entity affiliated with Global Communities or any of its directors, officers, or employees; and
- Individuals.

(2) Cost Share

Cost share is not required; however, applicants are encouraged to contribute resources from their own private or local sources for the implementation of this program where feasible.

(3) Ineligible Expenses

Grant funds may not be used for the following expenses:

- Ceremonies, parties, celebrations, “representational expenses” or comparable expenses;
- Purchases of restricted goods, such as: agricultural commodities, motor vehicles, pharmaceuticals, contraceptive products, or used equipment;
- Prohibited goods under USAID regulations, including but not limited to: police or law enforcement, abortion equipment and services, luxury goods, etc.;
- Purchases of goods or services restricted or prohibited under the prevailing USAID source and nationality rules and other regulations; or from countries or suppliers as may be identified by USAID's consolidated list of debarred, suspended, or ineligible subcontractors at <https://www.sam.gov> and <http://www.treasury.gov/resource-enter/sanctions/Programs/Pages/Programs.aspx>
- Purchases or activities unnecessary to accomplishing grant purposes as defined here and determined by Global Communities;
- Prior obligations of and/or debts, fines, and penalties imposed on the grantee;
- Other costs unallowable under USAID and/or federal regulations, such as alcoholic beverages. Refer to 2 CFR 200 Subpart E “Cost principles for more information on types of unallowable costs;
- Indirect costs unless the applicant has documented proof of such rates through audits or USAID-issued NICRA;
- Creation of endowments;
- Fines and/or penalties;
- Payment fee or honoraria for Sri Lankan Government official and Civil Servants;
- Grant funded activities must comply with the provisions regarding voluntary participation, consent, and prohibition on abortion-related activities as outlined in USAID Mandatory Standard Provision for Non-U.S. Nongovernmental Organizations M16, Voluntary Population Planning. Likewise, funds must not be used to promote or advocate the legalization or practice of prostitution or sex trafficking.

SECTION IV- APPLICATION AND SUBMISSION INFORMATION

Grants will be awarded through a two-stage process under this APS. Applicants must first submit a Concept Paper (Stage 1). Applicants with successful concept papers will then be invited to submit a full Grant Application (Stage 2).

A. Stage 1: Concept Paper Stage

Interested organizations are invited to submit a concept paper (Annex A), along with an overall cost estimate. Applications will be accepted on a rolling basis and will be reviewed per the schedule outlined above. All applications will be reviewed based on compliance with the APS requirements, technical merit of the program ideas, cost, and feasibility for participation in the second stage. Organizations should be able to document a recent history of implementing activities of similar size and scope to their concept paper.

In the first stage, all applicants are required to submit a short technical concept paper no longer than 5 pages that is specific, complete and concise. The concept paper should demonstrate the applicant's capabilities and expertise with respect to achieving the goals of this program. The instructions for developing the concept paper should take into account the instructions listed in the next section.

Prepare the application for the concept paper according to the structural format set forth below:

- (i) Cover Page (no more than one (1) page). The cover page must include:
- (ii) Technical approach (no more than three (3) pages):
- (iii) Supporting information (no more than (1) page):

Concept paper submission deadline:	
Round one deadline:	31 March 2020
Round two deadline:	30 April 2020
Round three deadline:	31 May 2020

B. Stage 2: Full Grant Application Stage

Applicants that have presented a viable Concept Paper may be asked to submit a full technical and cost application. The Full Application must be submitted in font Times New Roman, font size 11, and must include page numbers. Each page must be marked with the APS title and number.

The applications must be prepared in accordance with the instructions given in Annex B. Selection for award will be made in accordance with the evaluation criteria in Section V.

Applicants should retain for their records one copy of all parts of the application and all enclosures that accompany their application.

Note that all applicants may be subject to a pre-award financial and management review by Global Communities staff.

C. Submission Requirements

- a. Concept Papers must be completed in English, Sinhala or Tamil and submitted via following link:
<https://podio.com/webforms/21501435/1503516>

- b. Applications should use single-spaced pages with each page consecutively numbered , and use a Font not any smaller than Times New Roman 11.
- c. Applications must be submitted electronically, using PDF, Microsoft Word and/or Excel.
- d. All correspondence must include the relevant APS number and title.
- e. All applications should be submitted to SCORE no later than **May 31, 2020, 5:00 p.m. local Sri Lankan time**. Applications received after this time may be rejected.
- f. Any questions about this APS may be submitted in writing to scoreaps@globalcommunities.org on a rolling basis and should reference the APS number in the subject line.

SECTION V – APPLICATION REVIEW INFORMATION

(1) Evaluation Criteria for Concept Paper

Concept papers will be reviewed in terms of responsiveness to the APS, appropriateness of subject matter, and creativeness. Applicants are encouraged to demonstrate how their proposed work will contribute to the objectives of SCORE especially within the Sri Lanka political context. The pre-qualification decision will be made on a “pass/fail” basis. Best efforts will be made to notify applicants of the decision within 90 days of receiving their concept paper. Successful applicants will be asked to submit a full, detailed grant application (Stage 2).

(2) Evaluation Criteria for Full Application.

The technical applications will be evaluated in accordance with the technical evaluation criteria set forth below. Award will be made to the responsible Applicants whose applications offer the best value to the U.S. Government and USAID SCORE, considering both technical and cost factors. Applicants should note that these criteria: (1) serve as the standard against which all applications will be evaluated, and (2) serve to identify the significant matters that Recipients should address in their applications.

Stage 2 applications will be evaluated and scored based on the following evaluation criteria.

Technical Approach (40 Points)
Understanding of Project Context and Scope of Work: demonstrated understanding of project objectives, goals, and challenges and opportunities in policy development
Implementation Plan: detailed, results-oriented implementation plan with realistic timeline, logical sequence of tasks, and well-defined results contributing to APS objectives
Policy Brief Outline: clear description of the structure and format of the policy briefs, aimed at presenting a concise, attractive, and convincing explanation of policy options
Performance Monitoring Plan: sound approach to monitoring and evaluation, with clear indicators and target results

Proposed Personnel (20 Points)
Team Structure: qualified team offering the right mix of skills, with well-defined job descriptions/project responsibilities and clear reporting relationships.
Personnel Qualifications: relevant prior experience and track record of proposed personnel on activities similar to this project, with detailed CVs provided for all key staff.

Past Performance (20 Points)
Past Performance References: demonstrated prior experience in successfully implementing similar activities, including descriptions of previous relevant projects and results achieved, and contact information for their funders
Organizational Experience and Capability (20 Points)
Organizational Experience: description of the organization's history and technical capabilities

SECTION VI – AWARD AND ADMINISTRATION INFORMATION

(1) Post- Selection Information

Following selection of an awardee, SCORE will inform the successful applicant concerning the award. A notice of award signed by the Chief of Party is the official authorization document, which Global Communities will provide either electronically or in hard copy to the successful applicant's main point of contact. Global Communities also will notify unsuccessful applicants concerning their status after selection has been made.

SECTION VII- SCORE PROJECT CONTACTS

The point of contact for this APS and any questions during the APS process is:

Samudra Dissanayake
 Grants Manager
 Social Cohesion and Reconciliation (SCORE) Activity
 No. 18 Kinross Avenue
 Colombo 4
scoreaps@globalcommunities.org

Any prospective applicant having questions about this APS must submit them in writing to allow a reply to reach all prospective applicants before the submission of their applications. Oral explanations or instructions given before award of a grant will not be binding. Any information given to a prospective applicant concerning this APS will be furnished promptly to all other prospective applicants as an amendment of this APS, if that information is necessary in submitting applications or if the lack of it would be prejudicial to any other prospective applicants.

SECTION VIII - OTHER INFORMATION

1. Global Communities will not reimburse organizations for any pre-award expenses.
2. Global Communities and USAID reserve the right to fund any or none of the grant applications submitted.
3. All questions regarding the SCORE Grants Program should be addressed in writing to the SCORE office listed in this APS.
4. All USAID regulations will apply to awards, including those related to terrorism financing, trafficking of persons, environmental approvals, and other regulations. A complete list of all relevant regulations will be provided to awardees and certifications will be signed to ensure acknowledgement and understanding of the specific language.
5. A pre-award survey of the organization will be conducted by Global Communities prior to award of any grant.

CONCEPT PAPER

1. BASIC INFORMATION ABOUT APPLICANT ORGANIZATION (no more than 1 page)

ORGANIZATION'S CONTACT DETAILS	
Name of organization:	
Year of registration and registration number:	
Type of Organization:	
Address of your organization:	
Phone numbers (land line and cellular):	
Website/Facebook/Twitter/Blog:	
Contact person's name and title/position:	
Contact person's e-mail:	
Contact person's cell phone:	

2. TECHNICAL APPROACH (no more than 3 pages)

Please complete the following boxes:

PROJECT TITLE AND OBJECTIVES	
Project title	
Specific objectives of the project	

EXPECTED PROJECT DURATION AND COST

Overall length (in months):

Start date (day, month, and year):

End date (day, month, and year):

Estimated Cost in SL Rupees

Background: Problem Statement (What is the issue or problem that the project will address? Why is it critical to address this issue)

Describe the proposed activity and expected results in detail

Describe why your organization is qualified to implement the solution. Please also include specific reference to potential implementation challenges, risks and necessary risk mitigation strategies.

--

GEOGRAPHIC AREAS TARGETED BY YOUR PROPOSED PROJECT

District	Municipality	Divisional Secretariat and GN Division

TARGET BENEFICIARIES/PARTICIPANTS
Include both direct and indirect beneficiaries, disaggregated by gender and youth whenever applicable. Please also provide a rationale for beneficiary selection.

Direct Beneficiaries (type and number):	
Indirect Beneficiaries (type and number):	

Proposed Total Estimated Cost (no more than one (1) page)

Proposed total estimated cost – brief cost breakdown (e.g., Salaries, travel etc.). proposed optional amount of the applicant’s financial as well as in-kind cost-contribution, if applicable.

--

3. ORGANIZATIONAL EXPERIENCE (no more than 1 page)

Below, list major activities (funded by donors or through your own funds) that your organization has managed in the last three years

Activity title:	
Start and end date:	
Location(s) of activity:	
Source of funds:	
Total funding (SL Rupees and US\$):	
Short summary, including specific M&E targets and results:	
Donor contact (name, title, phone number, and e-mail):	

4. CONFLICT OF INTEREST STATEMENT

We the undersigned, certify that to the best of our knowledge, the applicant, its management, and staff to be used for the present project (check the appropriate box below):		
<input type="checkbox"/>	Have no conflict of interest or potential conflict of interest with SCORE, in the persons working for SCORE, or work for donors.	
<input type="checkbox"/>	Have a conflict of interest or potential conflict of interest with SCORE, with the persons stated below working for SCORE, or work for donors that fund the program.	
Name of Person	Position of the Person	Reason for Possible Conflict of Interest

*The term “conflict of interest” means that a personal, professional, family or financial/business relationship exists whereby the individual (including their family, friends, relatives or business associates) has any interest which may influence results or otherwise result in a biased evaluation of their application.

HOW DID YOU LEARN ABOUT THIS APS?

Newspaper ad E-mail announcement Website (specify: _____)

Word of mouth

DECLARATION

I declare that the information given in this concept paper/application is a true reflection of the organization.

Name: _____

Title/Position: _____

Signature: _____

Date: _____

Full Application/Budget (Stage 2)

To facilitate the competitive review of the applications, proposals should include the following contents, which adhere to the designated page limits.

- Section I – Basic Information (1 page)
- Section II – Technical Narrative (15 pages)
- Section III – Implementation Plan (1 page)
- Section IV – Experience & Capacity (1 page)
- Section V – Cost

Required Documents:

Please provide the following attachments with your proposal package:

- Annex B: Grant Application and Completed Detail Budget using provided template
- Annex C: One-page letter of support signed by the President of the Board of Directors indicating that they have reviewed the proposal and agree to the targets and resource commitment presented in the application.
- Annex D: Copy of organization’s certificate of registration or incorporation
- Annex E: Resumes/CVs of Key Management
- Annex F: Performance references
- Annex G: Recent Audited Financial Statements

(ii) COST APPLICATION

If a full technical proposal is requested, a cost application will be required as well. The cost application as an attachment should detail all direct costs associated with the implementation and completion of activities, as well as any indirect costs and program costs such as those related to any sub-agreements and/or contracts. The cost application includes:

- Cost Summary
- Detailed Budget
- Budget Notes

The cost application includes specific cost information for this project and additional required information from the applicant. Detailed budget notes should describe each proposed budget line item, including the basis for each cost, and provide a justification for why the line item is needed for successful implementation

APS No. SCORE-APS-02 Page 14

of the proposed project. All costs budgeted must be reasonable, allocable to the proposed project, and allowable. No profit or fee can be included in the budget and paid for with grant funds. Certain documents are required to be submitted by an applicant in order for Global Communities Staff to make a determination of responsibility.