



# HEALTH REFORM SUPPORT

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**" SUPPORTING PROVISION OF SOCIAL, PSYCHOLOGICAL AND  
HEALTH CARE FOR INTERNALLY DISPLACED PERSONS  
AFFECTED BY THE RUSSIAN WAR AGAINST UKRAINE "**

**RFA # 29**

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**May 2022**

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## I SUMMARY

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### I.1. USAID Health Reform Support

The purpose of USAID's Health Reform Support Project (HRS Project) is to support a transparent, accountable, and effective health care system that is capable of meeting the health needs of the Ukrainian people. Advancing health sector reforms, enhancing transparency, and tackling corruption will reduce out-of-pocket payments and improve access and availability of high quality, evidence-based health care services for Ukrainians. Elimination of corruption is a cross-cutting theme across all objectives to be achieved by this activity, which include:

1. Improve health sector governance.
2. Support the transformation of the healthcare financing model.
3. Strengthen the health workforce.
4. Enhance transparency, accountability and responsiveness of the health care system.
5. Improve service delivery system at all levels.

### I.2. Request for Applications (RFA) Summary

**Scope of Work:** This solicitation requests applications from eligible USAID Health Reform Support partners to support provision of social, psychological and health care to internally displaced persons (IDPs) affected by the Russian war against Ukraine in the selected cities of Ukraine.

Applications should include a technical approach, with corresponding activities that will be undertaken to achieve the goals of the activities described in the detailed scope of work (SOW) specified in Section 3 of the RFA.

**Period of Performance:** The period of performance for the grants is approximately four (4) months, from June 2022 to September 30, 2022. The application work plan and budget should reflect the period of performance.

**Proposal Selection:** All applications will be reviewed to check for eligibility and completeness of the submission. All eligible and complete applications will be reviewed by a Technical Evaluation Committee against the review criteria described in Section 6 Selection.

The minimum score to be considered for grant funding is 70 points out of the total 100 points. Applicants not selected for award will be notified by the project in writing.

**Funding Range:** Subject to the availability of funds, USAID Health Reform Support intends to award **up to six (6) grants** with grant funding **up to 450 000 UAH** per grant. Funding for these grants will be subject to donor approval and availability of funds. Funding will be disbursed to the grantees in Ukrainian local currency (UAH).

**Submission Deadlines:** All applications must be submitted no later than 23:59 Ukraine local time (UTC + 02:00) on May 24, 2022. Questions should be received by close of business (COB) Ukraine local time on May 18, 2022, and responses to questions will be provided by May 19, 2022.

The RFA has three Attachments that are relevant to the application development:

- Attachment 1: Grant Application Form and Guidelines with attachments
- Attachment 2: Budget Template

## 2. INSTRUCTIONS FOR APPLICANTS

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### 2.1. General

- Entities invited to submit an application are under no obligation to do so.
- Applicants will not be reimbursed by USAID Health Reform Support Project for any costs incurred in connection with the preparation and submission of their applications.
- Applicants may submit only one application under RFA#29.
- For the purposes of interpretation of these instructions to applicants, the periods named herein shall be consecutive calendar days.
- USAID Health Reform Support Project reserves the right to conduct discussions once a successful application is identified, or to make an award without conducting discussions based solely on the written applications if it decides it is in its best interest to do so.
- USAID Health Reform Support Project reserves the right not to make any award.
- These instructions to applicants will not form part of the offer or grant award. They are intended solely to aid applicants in the preparation of their applications.

### 2.2. RFA Contact Information

USAID Health Reform Support Project Office

Attention: Olena Korduban

Address: 52A, B. Khmelnytskogo Str., 5th floor, 01030 Kyiv, Ukraine

Tel: +380 44 281 23 76

Email: [grant@hrs.net.ua](mailto:grant@hrs.net.ua)

### 2.3. Questions and Clarifications

- **Method:** Only written questions and requests for clarification will receive a response. Send questions about this RFA by email to the RFA Contact noted above.
- **Date for receipt:** All questions and requests for clarification must be received by close of business (COB) on May 18, 2022 to the email address noted above. Only questions received by this date will receive a response.
- **Responses:** By May 19, 2022, we anticipate providing responses to the requests for clarifications. All responses will be emailed to all applicants and published via Grants Portal (<https://usaid-hrs.fluxx.io>).
- An informational webinar will be held on **May 17, 2022 at 15:00 local time** to clarify grant procedures and grant objectives. Registration can be requested via e-mail at [grant@hrs.net.ua](mailto:grant@hrs.net.ua) by **11:00 local time, May 17, 2021**.

### 2.4. Applications Due Date and Time

Closing Date: May 24, 2022

Closing Time: 23:59 Ukraine local time (UTC + 02:00)

## 2.5. Application Delivery Address

The proposal package should be submitted through the Grants Portal (<https://usaid-hrs.fluxx.io>).

First time applicants will be required to register for an account and, upon approval, will receive an email notification with the necessary log-in credentials to access the portal.

The portal details submission instructions for completing a web-based application form and contains all required document and budget attachments to be included with the application.

All electronic file names should include the organization's name and the title of the document. Applicants should retain copies for their records, as all applications and attachments received will not be returned.

## 2.6. Type of Award

The USAID Health Reform Support anticipates the award of up to six (6) Fixed Amount Awards in response to RFA# 29 with the ceiling amount of up to 450 000 UAH per grant.

## 2.7. Submission Requirements

- **Language:** The application and all associated correspondence must be in English. However, applications submitted in Ukrainian will also be considered and reviewed. Any award document resulting from this request will be in English.
- **Currency:** The cost must be presented in UAH.
- **Method:** Electronic copy.
- **Marking:** USAID Health Reform Support Project, RFA # 29.
- **Authorized Signer:** Application must be signed by a person duly authorized to submit an application on behalf of the applicant and to bind the applicant to the application.
- **Authorized Personnel.** Provide name, title, email, and telephone number of the person or persons in the entity who are authorized to discuss and accept a grant, if awarded.

## 2.8. Eligibility

Local non-governmental organizations (nonprofits) legally registered in Ukraine are eligible for grant awards.

Additional eligibility criteria:

- The applicant is a primary health care facility (Primary Health Care Center or other HCF providing primary health care services) of communal property from one of the following cities – Rivne, Chernivtsi, Lutsk, Ternopil, Kolomyia, Khmelnytsky;
- The applicant has been officially contracted by the National Health Service of Ukraine (NHSU);
- The applicant is a PHC facility serving all age groups and all categories of the population including IDPs;
- The applicant has a functional financial system;
- The applicant has adequate resources and staff to implement the model of providing support to IDPs in the city;
- The applicant is able to provide premises (a separate room) for organizing a Psychologists Office;
- The applicant's other relationships, associations, activities, and interests do not create a conflict of interest that could prevent full impartiality in implementation of the grant activities.

**Ineligible are:**

- Individuals, political organizations, foreign owned organization and government institutions and religious groups

## 2.9. Application Conditions Precedent

All applications must be submitted in the specified format (see Section 4 Technical Application Contents). Any application submitted in any other format will not be considered. The applicant must also include all other supporting documentation (board resolution, articles of incorporation, etc.) as may be necessary to clearly demonstrate that it meets the following conditions precedent to application selection:

- That the applicant organization is an eligible organization legally constituted under Ukrainian law at least three (3) years;
- That the applicant organization has the managerial commitment, as evidenced by written board of directors, resolutions, strategic plans (overall long-range plan for applicant's organization) or other documentation, indicating that it is, or will be, implementing the objectives referred above;
- That the applicant organization has no advances from USAID or a USAID contractor which have been outstanding and unliquidated for longer than 90 days, and that the applicant organization has no grant completion report required under a grant from USAID or a USAID contractor which is more than 30 days past due;
- That at the time of application there exists no condition within the applicant organization or with respect to the applicant organization's management which renders the organization ineligible for a grant directly or indirectly funded by USAID.

## 2.10. Late Applications

Applicants are wholly responsible for ensuring that their applications are received in accordance with the instructions stated herein. A late application will not be eligible for consideration and will be rejected without selection, even if it was late as a result of circumstances beyond the applicant's control. A late application will be considered only if the sole cause of its becoming late was attributable to USAID Health Reform Support, Deloitte, its employees or agents.

## 2.11. Modification/Withdrawal of Applications

Any applicant has the right to withdraw, modify or correct its offer after such time as it has been delivered to USAID Health Reform Support provided that the request is made before the offer closing date.

## 2.12. Disposition of Applications

Applications submitted in response to this RFA will not be returned.

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## 3. STATEMENT OF WORK

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### 3.1. Background of Grant

The Ukrainian health care system, as well as social protection system is undergoing major challenges caused by war. Since the beginning of the Russian invasion, millions of Ukrainians have been forced to flee their homes in search of shelter for temporary stays on their way to EU countries or for long-term residence in Ukrainian cities less affected by the war. Rapid migration of a large number of Ukrainian citizens and the emergence of new needs for IDPs caused by the war increased the workload of the social protection and medical systems and required special training for social and medical workers and more efficient coordination between them. In particular, there is an urgent need to strengthen the capacity of health care providers and social services, given the growing population of vulnerable groups.

It is especially important to increase the competencies of social workers and psychologists in working with people affected by war. Often IDPs from areas of active hostilities or temporarily occupied territories arrive in a state of mental and physical trauma, which makes it more difficult for them to adapt to a new location and receive the necessary social and medical assistance. This requires crisis counselling skills from social workers and psychologists working with internally displaced persons. Given the prevalence of post-traumatic stress disorder in people fleeing from war, special training for psychological and social workers on the counselling of internally displaced persons will be relevant in the next few years.

Ukraine Health Reform Support Project (HRS), financed by USAID/UKaid and administered by Deloitte Consulting LLC, is looking to engage up to six primary healthcare facilities from the following cities of the Western regions of Ukraine – Rivne, Chernivtsi, Lutsk, Ternopil, Kolomyia and Khmelnytsky, to develop and implement a model of provision of medical, social and psychological services to IDPs by organizing/supporting the work of a multidisciplinary teams/s, including training and creating conditions for the work of a Psychologist and operation of a Psychologist's Office.

The outcome of these grants would be providing IDPs in the aforementioned regions with information, access to and help with medical, social and psychological services including those in shelters and living in families through primary healthcare facilities. In addition, the created Psychologist's Offices will be used further on by the grantees to provide ongoing psychological support to its medical staff, as well as medical staff from other facilities of the selected cities.

These grants will contribute to the achievement of HRS Objective 3 – Strengthen the health workforce the health system and Objective 5 – Improving service delivery system at all levels. The grants will support the cross-cutting Project's activity 5.17. Support in providing of health care and social services to IDPs.

### 3.2. Grant Objective

Under this grant, HRS expects to develop and adapt to local needs and capacities a model for the provision of social and health services to IDPs and implement it in the selected HCF. In cooperation with the grantees HRS will organize or support multidisciplinary teams of a doctor and a nurse, a social worker and a psychologist in each of the cities. Social workers will identify the needs of IDPs and refer them to HCFs where they will receive medical aid, psychological counselling and necessary support for their social needs. HRS will provide trainings for the social workers and psychologists on crisis counselling and work with people that fled from the war zones. HRS will also organize operation of a Psychologist's Office at the HCFs to provide psychological services to both IDPs and medical workers from city HCFs.



### 3.3. Specific Statement of Work

Upon consultations and in collaboration with HRS, the grantees should be able to:

- assess the needs for strengthening the socio-psychological and medical care of IDPs in the cities;
- select and engage into the training specialists of a multidisciplinary team/s (family doctor, nurse, psychologist, social worker);
- develop and implement a model for provision of medical, social and psychological services to IDPs by creating or supporting the work of multidisciplinary teams/s in the cities;
- develop, or improve if already in place, IDPs' routes in each city for timely and effective addressing of their needs;
- establish and enable operation of a Psychologist's office at the primary health care facility to provide psychological help to IDPs and medical workers from this and other HCFs;
- disseminate the experience of implementing the model of provision of medical, social and psychological services to IDPs to other HCFs through consultations, Internet resources, educational materials, etc.

### 3.4. Grant Activities and Deliverables

Under this Scope of Work (grant), each Grantee shall perform, but will not be limited to, the tasks specified under the following categories and receive the outlined deliverables.

The Grantees shall use their experience, knowledge and practices of provision of social and health services to IDPs and additional understanding gleaned from the background and objectives specified above to complete and submit the below listed deliverables by the end of this grant. The deliverables should be submitted by each Grantee in Ukrainian:

**Deliverable 1.** Finalize the Action Plan with timelines for the implementation of the grant together with HRS experts.

Activity 1.1. Together with HRS and local experts, further develop the concept for development of the Model of provision of medical, social and psychological services to IDPs by creating or supporting the work of multidisciplinary teams/s in the city.

Activity 1.2. Develop and finalize the Action Plan of the activity with timelines in accordance with HRS project work plan.

**Deliverable 2.** Develop the Model of provision of medical, social and psychological services to IDPs by creating or supporting the work of multidisciplinary teams/s in the city according to the agreed Action Plan.

Activity 2.1. In consultations with HRS select and organize training of selected specialists for multidisciplinary teams.

Activity 2.2. Develop (or improve if in place) IDP's route in the city in collaboration with social services.

Activity 2.3. Establish and enable operation of a Psychologist's office at the primary health care facility to provide psychological help to IDPs and medical workers from this and other HCFs.

**Deliverable 3.** Further improve the Model of provision of medical, social and psychological services to IDPs at the city level and disseminate best practices.

Activity 3.1. Summarize the results of the conducted activities and make changes to the Model based on the feedback from IDPs, members of multidisciplinary teams and healthcare workers (upon need).

Activity 3.2. Disseminate the experience of the development and implementation of the model of provision of medical, social and psychological services to IDPs at the city level through consultations, Internet resources, educational materials, etc.

Activity 3.3. Develop Grant Implementation Report.

### 3.5. General Milestones and associated timelines

Milestone # and Name	Recommended Duration	Grant activity	Milestone Verification	Expected date of completion
1. Initiate the grant and finalize the Action Plan with timelines	1-2 weeks	<ul style="list-style-type: none"> <li>• Together with HRS and local experts, further develop the concept for development of the Model of provision of medical, social and psychological services to IDPs by creating or supporting the work of multidisciplinary teams/s in the city.</li> <li>• Develop and finalize the Action Plan of the activity with timelines in accordance with HRS project work plan.</li> </ul>	<ul style="list-style-type: none"> <li>- Final Work Plan with timelines agreed with HRS</li> </ul>	10 days after signing the Agreement
2. Develop the Model of provision of medical, social and psychological services to IDPs by creating or supporting the work of multidisciplinary teams/s in the city	18 weeks	<ul style="list-style-type: none"> <li>• In consultations with HRS select and ensure training of selected specialists for multidisciplinary teams.</li> <li>• Develop (improve if in place) IDP's route in the city.</li> <li>• Establish and enable operation of a Psychologist's office at the primary health care facility to provide psychological help to IDPs and medical workers.</li> </ul>	<ul style="list-style-type: none"> <li>- List of engaged trainers;</li> <li>- Lists of trainees by category or specialty;</li> <li>- Draft IDPs route in the city;</li> <li>- Report on the work on establishing and enabling operation of a Psychologist's office at the primary health care facility.</li> </ul>	TBD
3. Further improve the Model of provision of medical, social and psychological services to IDPs at the city level and disseminate best practices	3 weeks	<ul style="list-style-type: none"> <li>• Summarize the preliminary results of the conducted activities and make changes to the Model based on the feedback from IDPs, members of multidisciplinary teams and healthcare workers (upon need)</li> </ul>	<ul style="list-style-type: none"> <li>- Feedback from IDPs, members of multidisciplinary teams and healthcare workers</li> <li>- Report on disseminating of the experience of the Model</li> </ul>	Not later than September 30, 2022

		<ul style="list-style-type: none"> <li>Disseminate the experience of the development and implementation of the model of provision of medical, social and psychological services to IDPs at the city level through consultations, Internet resources, educational materials, etc.</li> <li>Develop and submit final grant implementation report.</li> </ul>	<p>development and implementation</p> <ul style="list-style-type: none"> <li>Final grant implementation report</li> </ul>	
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**Expected Results**

1. The Model of provision of medical, social and psychological services to IDPs by creating or supporting the work of multidisciplinary teams/s in the city level is developed.
2. Specialists for multidisciplinary teams are selected and trained.
3. The IDP’s route in the city is developed.
4. The Psychologist's office at the primary health care facility to provide psychological help to IDPs and medical workers from this and other HCFs is established and operational.
5. The experience of development and implementation of the Model of provision of medical, social and psychological services to IDPs is disseminated to other HCFs.

**Expected Outcomes**

1. IDPs in the city are provided with information, access to and help with medical, social and psychological services including in shelters and those IDPs living in families through a city primary healthcare facility.
2. The city has an increased number of trained specialists capable of providing assistance to those in need for dealing with medical, social and psychological assistance.
3. The work of a multidisciplinary team is further improved and best practices are disseminated.
4. Medical workers in this and other HCFs of the city have access to psychological services at the Psychologist's office at the primary health care facility during and following the project completion.

**3.6. Additional conditions**

The day-to-day activities of the grant recipient will be monitored by the USAID HRS representatives. Written communication between the selected grantee and HRS is confidential.

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## 4 TECHNICAL APPLICATION CONTENTS

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All complete applications received by the deadline will be reviewed for responsiveness to the specifications outlined in the guidelines. USAID Health Reform Support may reject applications that are:

- Incomplete;
- Do not respond to the scope of work in the solicitation;
- Do not comply with the format requirements; or
- Are submitted after the deadline.

The application in response to this solicitation should be organized as follows:

### A. Cover Page

Include all of the following information:

- Name, address, phone/fax number, and email of the organization
- Title of proposed project
- Name of contact person
- Duration of project
- Date submitted

### B. Applicant Data (see Grant Application Form and Guidelines)

### C. Technical Proposal (8 pages maximum)

Sections of the Attachment I Technical Proposal of the Grant Application Form and Guidelines should use the headings italicized below, in the following order:

#### - BACKGROUND/STATEMENT OF NEED [maximum 1 page]

- Provide brief information about your institution and its interaction with IDPs (if available, describe the route of the IDP patient: how IDPs become patients of the institution and how the process of referring IDPs to the institution is organized, how it is coordinated with social services). Identify key areas for development and current key gaps.

#### - VISION OF IMPROVING/ GOALS, OBJECTIVES [maximum 1 page]

- Describe your vision for improving cooperation with IDPs in order to provide them with quality and timely medical, psychological and social services. Based on the analysis and outlined areas of development, indicate what resources and support your institution lacks to meet current challenges and achieve planned goals.

#### - IMPLEMENTATION PLAN/ACTIVITIES [maximum 2 pages]

- Give specific practical steps that will help the institution achieve its goals. Justify the choice of such measures and their prioritization.
- Provide a detailed grant implementation plan (see the template in Annex A - PROJECT IMPLEMENTATION PLAN).

#### - COORDINATION AND COLLABORATION [maximum 0,5 pages]

- Describe the roles and participation of other stakeholders in grant activities, including other health facilities, local authorities, target groups and partners, and explain why they are assigned these roles.

#### - MANAGEMENT PLAN [maximum 1 page]

- Indicate the number of staff in the medical institution, the list of medical and socio-psychological services provided to IDPs, the number of officially registered IDPs in the city, the number of organized shelters in the city. Describe how you see the multidisciplinary IDP assistance team.
- Describe how the project will be managed within the grant.
- Indicate whether you have experience of cooperation with international organizations and charitable foundations.
- Indicate contacts who will liaise with the HRS Project.

**- ORGANIZATIONAL CAPACITY** *[maximum 1 page]*

- Describe the team that will implement the grant, indicating their positions, roles and contact details) as Annex B. Provide CVs for core/implementation team (as an ANNEX B – PROJECT IMPLEMENTATION TEAM).

**Annexes (number of pages not limited)**

ANNEX A – GRANT ACTIVITY IMPLEMENTATION PLAN

ANNEX B – PROJECT IMPLEMENTATION TEAM

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## 5 BUDGET CONTENTS

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### 5.1. BUDGET AND PEYMENT TERMS

The approximate budget for each grantee amounts shall not exceed 450 000 UAH. The budget items and associated payment terms and dates according to the proposed milestones list will be finally defined based on the applicant's proposal and fixed in the grant award document.

### 5.2. COST SHARE

Cost sharing is not a requirement for grants issued in response to RFA #29.

Sub-awards will not be allowed under the Grants Program.

### 5.3. BUDGET CONTENT

The Applicant must:

- Include a detailed and realistic budget using the Excel template provided (see Attachment 2: Budget and Budget Notes ). The budgets must be prepared in local currency (UAH) and should be based on activities described in the Attachment 1: Technical Proposal. Budget should not include costs that cannot be directly attributed to the activities proposed.
- Include detailed budget notes/clarification of calculation for each budget line item by milestones following the format of the template provided (see Attachment 2: Budget and Budget Notes). Supporting documentation to support cost data will be required prior to award of grants. However, these documents will not be required at the time of application submission.
- **Grant award funds can't be used for:**
  - Construction works
  - Major/small repairs
  - Other items not related to the grant implementation

All applicants must have the financial and administrative systems to adequately account for the grant funds as detailed in the extensive attachments and referenced U.S. Government websites.

### 5.4. TAXES

No taxes, fees, charges, tariffs, duties or levies will be paid under any Grants awarded from this RFA.

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## 6 SELECTION

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USAID Health Reform Support intends to award grants resulting from this solicitation to the responsible Grantees whose Application conforms to the solicitation and represents best value solutions after selection in accordance with the criteria/factors listed here.

The review criteria below are presented by major category so that Applicants will know which areas require emphasis in the preparation of Applications.

Application Selection Criteria	Points
Background/Statement of Need	10
Vision of Improving/ Goals, Objectives	15
Implementation Plan/Activities	25
Coordination and Collaboration	10
Management Plan	10
Organizational Capacity	15
Budget, Budget Notes and Cost Reasonableness	15
<b>Total points</b>	<b>100</b>

### ***Technical Proposal***

USAID Health Reform Support Project will evaluate each technical approach quantitatively based upon the review criteria set forth above. A technical proposal can be categorized as unacceptable when it is incomplete, does not respond to the scope, does not comply with the format requirements or is submitted after the deadline.

### ***Budget***

The proposed budget will be analyzed as part of the application selection process. Applicants should note that Budgets must be sufficiently detailed to demonstrate reasonableness and completeness, and that applications including budget information determined to be unreasonable, incomplete, or based on a methodology that is not adequately supported may be judged unacceptable.

- 1) Reasonableness.** USAID Health Reform Support Project will make a determination of reasonableness based on USAID HRS's experience for similar items or services, what is available in the marketplace, and/or other competitive offers.
- 2) Completeness.** A detailed line item budget, budget notes, assumptions, and schedules that clearly explain how the estimated amounts were derived must adequately support the applicant's budget. USAID Health Reform Support may request additional supporting information to the extent necessary to determine whether the costs are fair and reasonable.

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## 7 REFERENCES, TERMS & CONDITIONS

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### 7.1. References (choose from the list below as applicable)

- The U.S. Government regulations that govern this grant as found at the following websites:  
<http://www.usaid.gov/sites/default/files/documents/1868/303.pdf>  
<https://www.acquisition.gov/far/html/FARTOCP31.html>  
[https://www.ecfr.gov/cgi-bin/text-idx?tpl=/ecfrbrowse/Title02/2cfr200\\_main\\_02.tpl](https://www.ecfr.gov/cgi-bin/text-idx?tpl=/ecfrbrowse/Title02/2cfr200_main_02.tpl)
- Required provisions for Simplified and Standard Grants to Non-U.S. Non-Governmental Organizations: <http://www.usaid.gov/ads/policy/300/303mab>.
- Required Standard Provisions for U.S. Non-governmental organizations: <http://www.usaid.gov/ads/policy/300/303maa>
- Required Provisions for a Fixed Amount Awards to Non-Governmental Organizations:  
(1) Mandatory Provisions from: <https://www.usaid.gov/ads/policy/300/303mat>.  
(2) Include ONLY the applicable "Required, As Applicable" provisions from: <https://www.usaid.gov/ads/policy/300/303mat>.

### 7.2. Terms and Conditions

- Issuing this RFA is not a guarantee that a grant will be awarded.
- Deloitte reserves the right to issue a grant based on the initial selection of offers without discussion.
- Deloitte may choose to award a grant for part of the activities in the RFA.
- Deloitte may choose to award a grant to more than one recipient for specific parts of the activities in the RFA.
- Deloitte may request from short-listed grant applicants a second or third round of either oral presentations or written responses to a more specific and detailed scope of work that is based on a general scope of work in the original RFA.
- Deloitte has the right to rescind an RFA, or rescind an award prior to the signing of a contract due to any unforeseen changes in the direction of Deloitte's client (the U.S. Government), be it funding or programmatic.
- Deloitte reserves the right to waive any deviations by organizations from the requirements of this solicitation that in Deloitte's opinion are considered not to be material defects requiring rejection or disqualification, or where such a waiver will promote increased competition.

#### **Grant Agreement**

A grant agreement will include the approved project description, approved budget, payment terms, reporting requirements and relevant provisions. Once executed, it is a legally binding agreement between Deloitte (on behalf of the USAID Health Reform Support) and the recipient organization. Once the grant agreement is signed, it cannot be modified without prior written approval from Deloitte (on behalf of the USAID Health Reform Support).

#### **Grant Disbursement and Financial Management**

Recipients of grant funds will need to open a separate bank account before any funds are transferred from Deloitte. The grants will be disbursed in local currency and transferred only through bank transactions.

#### **Reporting**

The grant agreement will detail the reporting requirements. Recipients must be willing to adhere to the reporting schedule and requirements for both programming activities and financial monitoring.

#### **Monitoring**



USAID Health Reform Support staff will monitor programmatic performance. Deloitte and USAID reserve the right to review finances, expenditures and any relevant documents at any time during the project period and for three years after the completion of the project and closeout. All original receipts must be kept for three years after the formal closeout has been completed.

### ***Late Submissions, Modifications and Withdrawals of Applications***

At the discretion of Deloitte, any application received after the exact date and time specified for the receipt may not be considered unless it is received before award is made and it was determined by Deloitte that the late receipt was due solely to mishandling by Deloitte after receipt at its offices.

Applications may be withdrawn by written notice via email received at any time before award. Applications may be withdrawn in person by a vendor or his authorized representative, if the representative's identity is made known and the representative signs a receipt for the application before award.

### ***False Statements in Offer***

Vendors must provide full, accurate and complete information as required by this solicitation and its attachments.

### ***Certification of Independent Price Determination***

(a) The offeror certifies that--

(1) The prices in this offer have been arrived at independently, without, for the purpose of restricting competition, any consultation, communication, or agreement with any other offeror, including but not limited to subsidiaries or other entities in which offeror has any ownership or other interests, or any competitor relating to (i) those prices, (ii) the intention to submit an offer, or (iii) the methods or factors used to calculate the prices offered;

(2) The prices in this offer have not been and will not be knowingly disclosed by the offeror, directly or indirectly, to any other offeror, including but not limited to subsidiaries or other entities in which offeror has any ownership or other interests, or any competitor before bid opening (in the case of a sealed bid solicitation) or contract award (in the case of a negotiated or competitive solicitation) unless otherwise required by law; and

(3) No attempt has been made or will be made by the offeror to induce any other concern or individual to submit or not to submit an offer for the purpose of restricting competition or influencing the competitive environment.

(b) Each signature on the offer is considered to be a certification by the signatory that the signatory--

(1) Is the person in the offeror's organization responsible for determining the prices being offered in this bid or application, and that the signatory has not participated and will not participate in any action contrary to subparagraphs (a)(1) through (a)(3) above; or

(2) (i) Has been authorized, in writing, to act as agent for the principals of the offeror in certifying that those principals have not participated, and will not participate in any action contrary to subparagraphs (a)(1) through (a)(3) above; (ii) As an authorized agent, does certify that the principals of the offeror have not participated, and will not participate, in any action contrary to subparagraphs (a)(1) through (a)(3) above; and (iii) As an agent, has not personally participated, and will not participate, in any action contrary to subparagraphs (a)(1) through (a)(3) above.

(c) Offeror understands and agrees that --

(1) violation of this certification will result in immediate disqualification from this solicitation without recourse and may result in disqualification from future solicitations; and

(2) discovery of any violation after award to the offeror will result in the termination of the award for default.

## **Standard Provisions**

Deloitte is required to respect the provisions of the United States Foreign Assistance Act and other United States laws and regulations. The [NAME OF PROJECT] Grant Program will be administered according to Deloitte's policies and procedures as well as USAID's regulations for Non-U.S. Governmental Recipients or USAID's regulations for U.S. Non-Governmental Recipients. These include:

### **1. Implementing Partner Notices (IPN) registration**

Applicant acknowledges the requirement to register with the IPN portal if awarded a grant resulting from this solicitation and receive universal bilateral amendments to this award and general notices via the IPN portal. The IPN Portal is located at <https://sites.google.com/site/usaidipnforassistance/>. Detailed steps are given under the article M9 of the Mandatory Standard Provisions for Fixed Amount Awards to Non-Governmental Organizations from ADS 303mat, which is annexed to this RFA.

### **2. Indirect rates**

Indirect rates such as fringe, overhead, and general and administrative (G&A) that have not been approved by a U.S. Government agency in a NICRA (Negotiated Indirect Cost Rate Agreement) may not be charged to this award. All costs charged to the project shall be directly related to the project's implementation.

### **3. Activities that will not be considered for funding**

In keeping with the conditions above, programs that fall within the following categories or indicate they might participate in any one of the following shall be automatically disqualified:

- Activities related to the promotion of specific political parties.
- Construction.
- Distribution of emergency/humanitarian assistance or funds.
- Religious events or activities that promote a particular faith.
- For-profit business activities that benefit a small select group, rather than providing increased opportunities to the larger community.
- Unrelated operational expenses.

### **4. Prohibited Goods and Services**

Under no circumstances shall the Recipient procure any of the following under this award, as these items are excluded by the Foreign Assistance Act and other legislation which govern USAID funding. Programs which are found to transact in any of these shall be disqualified:

- Military equipment;
- Surveillance equipment;
- Commodities and services for support of police or other law enforcement activities;
- Abortion equipment and services;
- Luxury goods and gambling equipment; and
- Weather modification equipment.

### **5. Restricted Goods**

The following costs are restricted by USAID and require prior approval from Deloitte and USAID:

- Agricultural commodities;
- Motor vehicles;
- Pharmaceuticals;
- Pesticides;
- Fertilizer;
- Used equipment; and
- U.S. Government-owned excess property.

## **6. Certifications for Non-US Non-Governmental Recipients**

The following Standard Grant & Subcontractor Certifications are required by Deloitte and USAI

- Assurance of Compliance with Laws and Regulations Governing nondiscrimination in Federally Assisted Programs (This assurance applies to Non-U.S. Governmental Organizations, if any part of the program will be undertaken in the U.S.);
- Certification Regarding Lobbying (22 CFR 227);
- Prohibition on Assistance to Drug Traffickers for Covered Countries and Individuals (ADS 206, Prohibition of Assistance to Drug Traffickers);
- Certification Regarding Terrorist Financing;
- Certification of Recipient;
- Compliance with Anticorruption Laws.
- A completed copy of Representation by Organization Regarding a Delinquent Tax Liability or a Felony Criminal Conviction; and
- Certification Regarding Trafficking in Persons