**RESPONSE TO QUESTIONS ON THE CATALYZE EARLY CHILDHOOD CARE AND EDUCATION OPPORTUNITY IN HONDURAS**

**REQUEST FOR APPLICATIONS No. CATALYZE-217772-ECCE LAC-2023-0065**

**Technical Aspects**

1. **Could you clarify what you mean by "owner" in the paragraph: "...improves the professionalization of owners, teachers, for professionals and ECCE providers", located in the second expected result, page 8.**

The term owner refers to cases in which an early childhood center or a site of provision of child care is privately owned by an entrepreneur.

1. **Do the following activities qualify:**
   * 1. **Lactation**
     2. **Attention in IHSS centers (Honduran Institute of Social Security)**
     3. **Attention to pregnant women**

The applicant is free and welcome to include multi-sectoral complementary activities in the application as long as:

1. The core objectives (section 3 of the solicitation) and expected results (see section 5 of the solicitation) are addressed
2. The applicant is able to adequately budget for multi-sectoral activities either through funding provided through this procurement or the resources leveraged from collaborating partners.

**3. The terms of reference do not specify areas of intervention (municipalities or specific departments). Therefore, we understand then that the proponent will selectthe geographical coverage, right?**

The designated geographic area is within the borders of Honduras. The applicant is free to propose the specific localities of intervention.

**4. Is there a list of prioritized municipalities based on the strategic objectives of USAID Honduras that we should consider when preparing the concept note?**

The designated geographic area is within the borders of Honduras. The applicant is free to propose the specific localities of intervention.

**5. The ToR do not specify areas of intervention (municipalities or departments). Do we understand then that the applicant will propose geographic coverage based on vulnerability criteria?**

The applicant may utilize the content mentioned in the solicitation to identify the criteria for inclusion of participants and geography. You may choose to make vulnerability the main criteria or one of many criteria.

**6. Regarding the scope of work, should the concept note include all 4 expected results or some of them (1) increase equitable access to ECCE (Early Childhood Care and Education), 2) improve the quality of the program, 3) support the professionalization of providers of ECCE and 4) design and promote market-based solutions that increase opportunities for formal employment and self-employment both within and outside the ECCE sector?**

The applicant should aim to address each of the 3 core objectives of the activity listed in section 3 of the solicitation. These 3 objectives are:

A. Increase equitable access to ECCE;.

B. Improve program quality in alignment with existing GoH regulations and governance structures; and

C. Support the professionalization of ECCE owners, teachers, paraprofessionals, and providers

(including those engaged in community- and home-based care).

The applicant may consult the expected results listed in section 5 in the solicitation and select the results/combination of results that would be aligned with the applicant’s proposal. You may focus on all the results or a subset of the suggested results. It would not be advisable to select only one result. The results from section 5 of the solicitation include:

● Improved early learning outcomes and development (emergent language and literacy, emerging

numeracy, socio-emotional learning, and physical development) demonstrated by young children,

particularly in Honduras’ marginalized populations.

● Improved professionalization of the ECCE owners, teachers, paraprofessionals and providers,

including those engaged by the private sector or involved in community and home-based care.

● Improved enabling environment for small businesses, municipal or community childcare services,

including increased access to finance and quality improvement services.

● Introduction of new ECCE facilities.

● Increased number of ECCE providers meeting quality standards.

● Increased satisfaction amongst ECCE clients, particularly in marginalized communities.

● Increased private capital mobilized that expands access to high-quality ECCE.

● Increased number of women engaged in, preparing for or advancing in formal income-generating activities as a result of expanded access to ECCE.

**7. Would it be strictly necessary to work on the proposal with the SEDUC (Secretary of Education) or can the population from 0 to 6 years of age from civil society organizations be included?**

The solicitation encourages state and non-state collaboration, recognizing the value of the collaboration of private, public and civil society entities. There is no stipulation on which particular partners to engage. The applicant may propose which partners it wishes to engage in the activity proposed.

**8. Information on Law 59 was shared, is there data or figures on the # of employers that are providing these services?**

* 1. **“In particular, Article 59 of the Law on Equal Opportunities for Women obliges employers to provide childcare services in the workplace for children from 0 to 7 years of age in companies that employ more than 30 female workers.”**

The solicitation has not provided data or figures on the number of employers providing these services. If the applicant felt this information were important to developing its design, it would be in the purview of the applicant to identify that information.

**9. How can we link learning from the Raising with Love program (page 4) to incorporate results and learning into the proposal?**

Lessons learned from the Raising with Love (Criando con Amor ) program have not been delineated in the solicitation. If the applicant felt this information was important to developing its design, it would be in the purview of the applicant to identify that information. This program was mentioned as an illustrative example of effective programming.

**10. Is there mention of a model of community homes of the AHM (Honduran Association of Maquiladores) on page 5, would it be possible to elaborate on its implementation and results of this model?**

Further information on the Honduran Association of Maquiladores program has not been delineated in the solicitation. If the applicant felt this information was important to developing its design, it would be in the purview of the applicant to identify that information.

**11. What is the population goal according to the age ranges described in the proposal. How large is the population that is expected to benefit?**

The size of the target population to be reached is not specified. The age range is 0-6. The applicant may propose the size of the target population to be reached.

**12. Does it provide the population that can benefit?**

The applicant may propose the population that can benefit from the intervention, based on the guidance in the solicitation.

**13. How many will be the direct beneficiaries?**

The size of the target population to be reached is not specified. The applicant may propose the size of the target population to be reached.

**14. Does the application need to include volunteers, teachers and other actors?**The applicant may identify and propose the types of local actors to engage in the application based on the guidance in the solicitation.

**Logistical aspects of the application**

**15. Is the concept note in Spanish?**

The concept note can be presented in English or Spanish.

**16. Do we have to register on the Palladium portal to be able to participate, is registration by invitation or can anyone do it directly, does the person in charge or the organization register?**

No. It is not necessary to register on the portal. But any person/organization can do it. All they have to do is “click” on the “Log In/Sign Up” button on the left of the page. However, at the moment, the website is only in English. So, if you prefer to submit your application by email, you can do so at catalyze.procurements@thepalladiumgroup.com. Both applications received through the Portal and by email will be evaluated.

**17. The Request for Applications mentions an attached budget format but it is not in the RFA documents. Will they provide it?**

The format will be attached when these answers are published no later than this Friday, July 14.

**18. Could you share the concept note format or can it be adapted from the Phase 2 Technical Proposal Application Shared Format?**

The Concept Note format will be included with these answers when they are published on Friday, July 14. Applicants can also adapt it or use a completely different version if you want to.

**19. Will the format define the font type and size, margins?**

No, the format does not specify the type or font size or margins. The format is very simple and can be adapted if desired. The only format requirement is a maximum of 4 pages for the technical proposal. Additional components include the cover sheet, financial information and supporting documentation.

**20. I would like to know if I understand correctly: in the documentation attached to part of the private certifications and the business technical sheet. Will the C.V of the personnel involved, including volunteers, teachers, etc., be included?**

Since this is only the Concept Note phase, it is not necessary to present CVs of the personnel that will be involved. These documents will be needed in phase III.

**21. Regarding the eligibility requirements (Section II), the SDA Application Request) states that potential grantees must “Be legally registered as a non-profit or for-profit organization in accordance with Honduran laws, such as the Law Special for the Promotion of Non-Governmental Development Organizations and its Regulations (required registration documents) as applicable to this SDA (Application Request)”.**

**Question: A Panamanian corporation, registered in the Public Registry of Panama, with extensive experience in the execution of projects in Honduras, with specific experience in the development of interventions related to those described in the SDA (Application Request) and with strategic allies? keys to the Honduran social sector, are you eligible for the donation agreement program?**

This depends on the ability of this organization to register in Honduras.

**22. If an organization submitting a concept note is not currently registered under Honduran law, would the entity be considered eligible if it receives registration after the concept note and/or stage(s) is complete? ) of request?**

One of the eligibility requirements when submitting the Concept Note is to be registered in Honduras.

**23. What is the process to follow in order to obtain the Unique Entity Identification Number (UEI) since xxx does not have it.**

On [www.sam.gov](http://www.sam.gov), there is a button that says “get started”. Click that and follow the instructions to register. Applicants do not have to complete the process for the concept note phase, only show proof of initiating the process.

**24. If the organization has begun its process of obtaining the UEI (Unique Entity Identification Number) and when the deadline for the presentation of the concept note has arrived, it is still not available, can it always participate?**

Yes it can participate as long as you present evidence that you have already started the registration process at [www.sam.gov](http://www.sam.gov).

**25. Will you provide the due diligence form, the technical file format and the certifications of terrorism and corrupt practices?**

Yes. These forms and certifications will be included in the document that will be published along with the answers to these questions on Friday, July 14, 2023.

**26. One of the requirements of the RFA is the Local Company Data Sheet. Can you share this format? What do you mean by this annex? Does it apply to international NGOs?**

This applies to all organizations. We do not have a template for the Local Company Data Sheet. This sheet is to include a profile of your organization, a summary of your technical skills, including similar projects/grants you have completed, work/impact in the local community, past experiences etc.

**27. Are these funds oriented towards local organizations or is it contemplated to grant them to international NGOs?**

According to Section II, first paragraph, page 9, “The Grant Agreement program referred to is intended for the eligible entities defined below. NGOs are organizations that act neither as government nor as government agents. Both US and non-US NGOs are eligible for Grant Agreements. An international NGO is eligible if the majority of its constituent members are NGOs. Grant Applications will be accepted from both non-profit and for-profit organizations.”

**28. Can civil society organizations participate and have the possibility of financing without being associated with international organizations?**

They can participate without being associated with international organizations. See answer to question No. 27.

**29. Are there any eligibility restrictions?**

State organizations, political organizations, organizations that are involved with drug trafficking and human trafficking, and all those that are excluded from receiving USAID funds cannot participate.

**30. "An international NGO is eligible if the majority of its constituent members are NGOs" what do you mean by constituent members are NGOs? Section II, First paragraph, page 9.**

Constituent members are understood to be any member or direct partner of the International NGO and any Person who, directly or indirectly through one or more companies, limited liability companies, corporations or other entities, is a member or partner of the international NGO.

**31. Will community-based organizations or local organizations be allowed to implement through grants?**

According to Section II, first paragraph, page 9, this RFA is for both local and international organizations.

**32. Is the indirect cost percentage recognized for the project 10%? Step 2 - b.iii Budget narrative and detail, Page 12**

No. If the organization submitting an application has a negotiated indirect cost agreement with the US Government (NICRA), the percentages included in that agreement will be applied. If the organization does not have this agreement, we may operate with a minimis indirect cost rate of 10% of the modified total Direct Cost (MTDC). Note, this is only available to non-profit organizations.

**33. Can partial salaries of the institutional team contributing to the execution of the project be included?**

No. This type of cost sharing will not be considered.

**34. Is there a list of costs considered ineligible?**

The list of costs considered ineligible is as follows: the following:

* Military equipment
* Surveillance equipment
* Support to law enforcement
* Abortion equipment
* Luxury articles
* Gambling equipment
* Weather modification equipment

**35. Does the grant require separate account management and final external audit?**

Under this RFA or solicitation, we plan to award Fixed Amount Award Agreements under which payments will be made based on milestones achieved. Therefore, the opening of a separate account and a final audit will not be necessary.

**36. Is there any limitation to subgrant costs of this donation to third parties for the implementation of a project (CSOs or local private sector)?**

No. There are mandatory provisions in the grant that limit the ability to make sub-grants.

**37. Is it possible to present the proposal in consortium with local organizations or a private company?**

Yes, it is possible. Please note that part of our evaluation process is the ability of the organization(s) to enforce the terms of the Grant. So we can consider consortium, but you need to demonstrate the consortium has the ability to meet all the requirements and deliverables.

**38. In the case of NGOs that have a NICRA negotiated with USAID, could you confirm whether or not it applies in this RFA? In Section III: Application and Submission Instructions, Step I Concept Note, the instructions indicate the number of pages for the cover, 1 page and for the technical proposal, 4 pages. We understand then, that the financial information will go on 1 additional page, please confirm if we are understanding it correctly**.

Yes, the negotiated NICRA with USAID applies for this RFA and the financial information will go on an additional page to the technical proposal.

**39. - What do you mean by leverage or Co-financing?**

Co-financing is the amount of money that will be provided by sources other than USAID/CATALYZE EduFinance ECCE for the proposed project.

Leverage refers to the resources that a non-traditional USAID partner contributes to a public-private partnership, that is, the part that is not provided by USAID. These non-traditional resource partners do NOT normally receive USAID funding. In this case, it refers to leveraged capital mobilization, contributions and resources from the private sector in a minimum ratio of 1:1.

**40. -Can the private sector be a beneficiary of the CATALYZE ECCE activity?**

Yes. This is stipulated in the RFA (Application Request), Section II: Eligibility Requirements, "Donation applications will be accepted from both non-profit and for-profit organizations."

**41. Can the organization apply, even if it does not have leverage?**

For the Concept Note it is not necessary to present leverage, but it may be required when you have to present the fully developed Applications, for the applicants who are successful after the concept note phase.

**42. Are matching funds required from the recipient?**

No. Matching funds are not required.

**43. Is there more detailed information on the required leverage that you can share with those interested in participating? required or expected, be it monetary or in kind? The concept note template requests information on co-financing. Is there a minimum amount or percentage of leverage?**

The solicitation notes that grantee may be required to commit a minimum cost share under standard cost reimbursable grants. In some cases, a leveraged mobilization of private sector expertise, contributions, and resources on at least a 1:1 basis may be required. Forgone profit does not qualify as cost sharing or leveraging. In accordance with 2 CFR 200.306, cost sharing will not be used as a separate factor during the merit review of applications.

If needed, applicants who are successful in the concept note phase, could be invited or supported to forge partnerships during the phase of co-creation, ahead of the full application. Therefore, leveraging is encouraged in the concept note phase but will not be considered as part of the evaluation and is not required for the concept note phase..

**44. What entity in Honduras certifies that we are not affiliated with any political party or participate in partisan activities?**

The certification is required by the director, manager or legal representative of the institution presenting the concept note.

**45. Should there be a linkage between the locations in the places where leveraging occurs?**

No. The link between locations where leverage occurs is not required.

**46. Leverage- It does not mention whether it is an amount or a percentage of the amount.**

see answer to question No. 43.

**47. The proposal says it needs to have co financing.**

No counterpart is being requested for the Concept Note, but after the Co-creation stage, leverage from the private sector may be required. Applicants who are successful in the concept note phase, could be invited or supported to forge partnerships during the phase of co-creation, ahead of the full application.

**48. Is Matching costs leveraging ?**

No, please see answer to question No. 4**3.**

**49. Is there a higher score for organizations that have already worked directly with USAID?**

No. According to the evaluation criteria included in the RFA, no points are being given to organizations that have previously worked with USAID.

**50. Regarding the evaluation criteria of the concept note, Section 4, pages 14/15, we asked if there is any weighting of these.**

No. There is no weighting in the concept notes phase - the assessment being used is ”Are they or are they not acceptable”. We use weighting during the technical evaluation for the full application during phase III.

**51. Can an organization participate in 2 proposals? Can you submit one application as a prime and another as a consortium member on another application?**

Yes. An organization can participate in one or more proposals. You can submit one application as the prime lead and one application as a consortium member.

**52. The grant can be in kind or only financial?**

The grant to be awarded will be 100% financial.

**53. Is it possible for Honduran businesses to ‘accompany’, provide support, or be part of a partnership with other Honduras organizations that might be the ones to directly apply for the opportunity?**

Yes, it is possibl**e.**

**58. Is it possible for civil society organizations to work together with faith actors , private sector and others to apply for this type of opportunity?**

Yes, it is possibl**e.**

**Additional Clarifications:**

**1. Unique Entity Identification Number (UEI). If we have a SAM number, is that sufficient?**

No, SAM has changed to UEI; the applicant should update their SAM number to UEI.

**2. Two certifications are included as an annex: terrorism, anti-terrorism, disqualification, and the Foreign Corrupt Practices Act. These are included in the Certifications, Warranties, and Representations document, a mandatory reference for the Atumated Directive System (ADS) Chapter 303. There is one reference that appears in yellow – what does that mean?**

The section in yellow was highlighted erroneously. Please proceed without paying it any special attention.

**3. Where is the template for the local organization technical data sheet?**

This is the profile of the organization. There is not a template for this. Please refer to the above questions and answers that responses to this.

**4. I tried to access the recording of the call, but it looks like I don’t have access to the option on Microsoft Teams.**

Please refer to the above questions and answers to find the link to access this recording.

Recording: [Honduras RFA - Preguntas & Respuestas](https://palladiumgroup-my.sharepoint.com/:f:/g/personal/aisling_howley_thepalladiumgroup_com1/EmG0ocdrb8pLp17pXB7tk-gBaO_vyM2Gq7MUdatFsz8z-A?e=AbK791)