

Annual Program Statement

Funding Opportunity Title:	Women and Youth Engagement in Water and Sanitation
Announcement Type:	Annual Program Statement
Funding Opportunity Number:	3
Issuance Date:	03/15/2022
Questions for First Round of Evaluations Due By:	03/31/2022
Deadline for Submission of Concept Papers:	04/14/2022
Final Closing Date:	03/15/2023
Submit Concept Papers to:	https://fs12.formsite.com/DAIWSC/lwnsr1qhyv/index.html
Submit Full Applications to:	WSCApplications@Lebanonwsc.com

To Interested Applicants:

The purpose of this Annual Program Statement (APS) is to solicit applications for funding. DAI through the United States Agency for International Development (USAID), is seeking **concept papers first and full applications later** from prospective partners to implement activities that provide women and/or youth with opportunities to engage in the water and sanitation sector. These activities will contribute to the following objectives:

- Provide women and/or youth with innovative opportunities to participate in the management, protection, and conservation of water through civic engagement and grassroots advocacy initiatives
- Introduce women and/or youth to the various engagement opportunities in the water sector
- Develop the technical capacities of women and/or youth to engage in water

DAI on behalf of USAID anticipates awarding at least 3 grants to fund successful applications submitted in response to this APS. Competition for this APS will be open for one year. The submission of all concept papers for review in the first round of evaluations is due 30 days after the launch of the APS. Applicants whose concept papers are shortlisted will be notified approximately 70 calendar days after the submission deadline mentioned in the cover page of this APS. It is likely that all of the available funds for this APS may be allocated to awards resulting from the first round of evaluations. At the discretion of DAI, applications

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received after the first round of evaluations may be considered on a rolling basis or as part of another round of evaluations.

The length of the proposed programs cannot exceed 18 months. DAI may choose to fully fund or incrementally fund the selected application(s). The number of awards and amount of available funding is subject to change and DAI reserves the right to make no awards as a result of this APS.

This APS is seeking applicants to propose creative and effective approaches to engage women and/or youth in water and sanitation management as outlined in the Overview section. Applicants may choose among a range of initiatives or scale up small projects that have demonstrated success. Awardees will be expected to share evaluation results and key lessons and disseminate periodic activities and outcomes with the broader community.

Applications where implementation is outside Lebanon will not be considered. Applicants must demonstrate success in managing cultural and political considerations in the proposed focus region as well as success in addressing DAI's development objectives.

Thank you for your interest in DAI activities.

Sincerely,

Scott Short

Chief of Party

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SECTION I- FUNDING OPPORTUNITY DESCRIPTION

(I) Description of the Proposed Program

Background

Based on the USAID funded reports “The Lebanon Rapid Youth Assessment” and “The Lebanon Gender Assessment”, WSC identified several gaps in youth and women’s participation specifically related to the water and sanitation sectors. This call for applications aims to respond to these findings and needs as detailed below.

The Arab region is home to **the youngest population** in the world, with over 100 million youth between the ages of 15 and 29. Sadly, this huge proportion of the regional community is often excluded from decision-making processes, according to the Arab Youth: Civic Engagement and Economic Participation report by ESCWA (Economic and Social Commission for Western Asia) 2011. The Lebanese society is not an exception. As per the 2019 UN (United Nations) report, 44% of the Lebanese population are under the age of 24. They are full of positive potential and if channelled correctly can have a monumental positive impact on the Lebanese society.

However, young people face a harsh context for their everyday life. **Lebanese youth are currently enduring poverty, security and socio-political instability, scarce work opportunities, mismatch between education and the labour market, and most importantly weak political opportunities for representation.**

The main challenges faced by the Lebanese youth in terms of engagement in the water sector can be summarized as follow:

- Lack of satisfaction in the public water utilities and relevant authorities
- Lack of awareness and knowledge to engage fully in the water and sanitation sector
- Lack of representation in the water and sanitation sectors at the local municipal level and at the national level to provide support for positive change
- Water and sanitation are not part of the regular curriculums for formal and informal education

Women, in particular, (young and less young) also have numerous challenges coming in the way of their engagement in the water and sanitation sectors.

The Arab region ranks the lowest in terms of women’s participation in the civic life. Women’s political participation is at 17% within Arab countries, compared to 27% in both Europe and the Americas as per the Inter Parliamentary Union report published in 2015. The region also has one of the lowest rates of women’s participation in the labour market. Lebanon ranks 17th in the MENA region for women’s participation in the labour market with only 26% of women playing an active role, and the country ranks 147th among 149 countries in women’s participation in civic life with only 3% of parliamentary seats held by women.

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The various challenges of women's engagement in the water and sanitation sectors are:

- Lack of women's representation at the municipal level and in environmental committees at their localities
- Segregated roles in water where women are responsible for water management at the household level and men are responsible providing access to water through the needed infrastructure in the household.
- Lack of knowledge and skills in the water and sanitation sector to engage fully

The purpose of this grant program is to provide men and women, young and less young, with opportunities to become active members in the water and sanitation sectors.

Overall Program Objectives

The overall program objectives are:

- Provide youth and/or women with innovative opportunities to participate in the management, protection, and conservation of water through civic engagement and grassroots advocacy initiatives
- Introduce women and/or youth to the various engagement opportunities in the water and sanitation sectors
- Develop the technical capacities of women and/or youth to engage in water

Overview

The grants programs are expected to propose innovative projects that address the below:

- Identifying champions and role models for women and/or youth to promote the concepts of water conservation and sanitation management
- Raise awareness among women and/or youth in the water and sanitation sectors
- Expand the role of women and/or youth in the water and sanitation sectors
- Provide access to information for women and/or youth in the water and sanitation sectors
- Provide opportunities for youth and/or women to voice out their concerns in the water and sanitation sectors
- Encourage research, project based learning, and experiential learning for women and/or youth in the water and sanitation sectors.

Below is an illustrative list of activities to be covered under this APS (the list is only indicative; the applicant is expected to propose similar and/or other innovative ideas):

Empowering women and/or youth in municipalities: the proposed project might consist of systematic and comprehensive efforts to raise awareness and build capacities of women and youth to engage in water and environmental committees at the municipal council level.

Water and Sanitation Festivals: Applicants can propose ideas to conduct local, regional, or nationwide water and sanitation festivals that offer educational and recreational activities for youth/women, young and adult to engage in water related discussions.

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National Dialogues for women and/or youth on water and sanitation: The proposed activity can suggest national dialogues for youth/women on water, ending with small scale, implementable action plans to be funded by the proposed project.

Household visits: targeting youth and/or women with water related awareness messaging.

(2) Administration of Award

Awards to U.S. organizations will be administered in accordance with 2 CFR 200 Subpart E, ADS 303 and USAID Standard Provisions for U.S. nongovernmental organizations. For non-U.S. organizations, USAID Standard Provisions for non-U.S. non-governmental organizations would apply.

Applicants may obtain copies of the referenced material at the following websites:

2 CFR 200: <http://www.ecfr.gov/cgi-bin/text-idx?SID=0a5b7fee6378930cce72564449dd8bb7&mc=true&node=sp2.1.200.d&rgn=div6>

Standard Provisions for U.S. Nongovernmental Recipients:
<https://www.usaid.gov/sites/default/files/documents/1864/303maa.pdf>

Standard Provisions for Non-U.S., Nongovernmental Recipients:
<https://www.usaid.gov/sites/default/files/documents/1868/303mab.pdf>

SECTION II- AWARD INFORMATION

(1) Estimated Funding Level

The total amount of funding currently available for this APS is approximately \$ 400,000 for a period of up to 1 year. DAI may choose to fully fund or incrementally fund the chosen Application(s). DAI expects to award at least 3 agreements. The number of awards and amount of available funding is subject to change.

(2) Anticipated Start Date of this Award and Performance Period

Anticipated Start Date of this Award is July 2022, and the period of performance cannot exceed 18 months.

(3) Award Type

DAI anticipates awarding at least 3 grants (hereafter called Agreement) to fund successful applications submitted in response to this APS.

SECTION III- ELIGIBILITY INFORMATION

(1) Types of Entities that May Apply

The eligibility criteria for this program are (noting that the below are pass/fail selection criteria):

- Legally Registered U.S. and non-U.S. non-governmental organizations, non-profit organizations and for-profit organizations willing to forego profit may apply. Registration documents and statutes must be submitted
- Not affiliated with a political party nor engaged in any political activities
- Not focused solely on religious activities
- Women and/or youth focused organizations
- Organizations with proven past experiences (at least 5 years) in elaborating and conducting women and/or youth engagement and participation programs
- Capable of benefiting a network of youth and/or women through the proposed project
- An experienced subject matter expert (for the proposed intervention) with at least 5 years of experience, is on board as a full-time member of the team
- A project manager/coordinator for the proposed activity with at least 3 years of experience
- An M&E and reporting specialist on the team with at least 5 years of experience

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. Eligible organizations could include, for example, foundations, non-governmental organizations, faith-based organizations (FBOs), community-based organizations (CBOs), host country organizations, private organizations affiliated with public academic institutions and international non-governmental organizations, private companies, professional associations and consortiums of the above. DAI encourages an approach that establishes partnerships with several partner organizations and builds them into legacy institutions capable of sustaining development projects in the future.

(2) Cost Share

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

SECTION IV- APPLICATION AND SUBMISSION INFORMATION

(1) Application Process

DAI will review the concept papers submitted by the deadline mentioned in the cover paper of this APS. If budget remains available, another batch will be reviewed on a rolling basis. The process is divided in two phases: concept paper and full applications. Applicants must **first submit a concept paper** through the following **Formsite Link**: <https://fs12.formsite.com/DAI/WSC/lwnsr1qhvpl/index.html>.

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Concept papers must meet the identified needs of this APS. If the concept paper was shortlisted, applicants will be requested to **submit a full proposal no later than 30 calendar days from the notification of selection.**

Do not submit a full proposal unless requested by DAI WSC Team. Only upon receipt of positive DAI feedback on the concept paper is the applicant requested to put together a full proposal for DAI consideration, using the criteria below. A shortlisted concept paper does not guarantee an award after the submission of a full proposal.

The concept paper must be submitted in accordance with the instructions in SECTION IV (2) below.

(2) Concept Paper

In the first stage, all applicants are required to submit their technical concept paper through the following Formsite Link: <https://fs12.formsite.com/DAIWSC/lwnsr1qhv/index.html>. 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 points listed in the next section.

Concept Paper Instructions

The concept paper must be submitted through the following Formsite Link: <https://fs12.formsite.com/DAIWSC/lwnsr1qhv/index.html>. The concept papers submission deadline for the first round of evaluation is 30 calendar days after the issuance date mentioned in the cover page of this APS.

Organizations should:

- 1- Start by answering the eligibility requirements questions to make sure they can apply
- 2- Make sure to fill out all the required fields to be able to proceed to the questions that follow
- 3- Make sure to attach all legal papers that identify your organization
- 4- For more information on the question, click on the "?" symbol wherever applicable
- 5- You can save your progress and come back to continue inputting information at a later stage
- 6- Use a simple budget template to attach to your form where it is indicated (Brief cost breakdown (e.g., salaries, travel, etc.); Proposed optional amount of the applicant's financial as well as in-kind participation if applicable; Proposed amount of prospective or existing partner(s) financial as well as in-kind participation if applicable; Proposed duration of the activity; and Brief description of applicant's, as well as prospective or existing partner(s) previous work or experience)
- 7- Make sure to read your application thoroughly before submitting it

DAI will contact selected applicants to request a full proposal based on the information provided in the concept paper. Applicants whose concept papers are shortlisted will be notified approximately 70 calendar days after the submission deadline mentioned above.

The full applications must be submitted in accordance with the instructions in SECTIONS IV (3) and (4) below.

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(3) Full Application

A. General Requirements

Applicants that have satisfied the requirements will be asked to submit a full technical and cost application to WSCApplications@Lebanonwsc.com. The Full Application must be submitted in (Gill Sans, 11), and must include page numbering. Each page must be marked with the APS title and number.

The applications must be prepared in accordance with the instructions below. 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. Erasures or other changes must be initialed by the person signing the application. Note that all applicants may be subject to a pre-award financial and management review and must demonstrate that they have a rigorous financial and monitoring system in place that will ensure auditable systems and records.

B. Format of Application Submission

The chart below lists each element required for submission of a complete application.

What to Submit	Required Content	Required Format
1. Technical Application	Narrative as described in Section IV.C.1	Word
2. Cost Application <ul style="list-style-type: none">• Budget Information• Cost Summary• Cost spreadsheets• Budget narrative• Supporting Documentation	Per required form, as described in Section IV.C.2.i. As described in Section IV.C.2.ii As described in Section IV.C.2.iii As described in Section IV.C.2.iv. As described in Section IV.C.2.v.	Excel Excel Excel Word Word or PDF
3. Certifications, Assurances, Other Statements of the Recipient and Solicitation Standard Provisions	Per required format, as described in Section IV.C.5.C.	

C. Content of Application Submission

I. Technical Application

To facilitate the competitive review of the applications, proposals should include the following contents, which adhere to the designated page limits (instructions for major categories are found under section headings).

1. Cover Page: 1 page
2. Executive Summary: 1 page
3. Technical Narrative (see section V for evaluation content): 15 pages
 - a. Program Description

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- b. Goal and Objectives
- c. Background/Problem Statement (incorporating any existing baseline data)
- d. Explanation of partners and their expected roles including partner and other resources brought to bear if applicable
- e. Proposed Interventions/Technical Approach
- f. Expected Impact: Applicants are required to reflect the proposed results in their responses.
- g. Implementation Plan: Implementation Plan (up to 18 months) outlines timeline for phasing of interventions. Proposed implementation plan, inputs, outputs, and outcomes are realistic and achievable within the proposed budget and timeframe and reflect a grasp of necessary steps to ensure rapid, effective execution of program activities. A plan for monitoring and evaluation must also be included. Include adequate emphasis on scaling-up and achieving broad-based impact where possible and appropriate. Feasible strategies for sustaining activities beyond DAI's funding for this activity, and documenting and sharing key lessons.
- h. Duration of Activity
- i. Role of DAI (e.g., facilities, equipment, material, or personnel resources)
- j. Relevant organizational experiences of recipient and any key partner organizations
- k. Implementation Schedule: Proposed first year Work Plan presented in matrix format, includes proposed activities for the time frame indicated, and identifies partners for activities where appropriate. First year work plan, inputs, outputs, and outcomes are realistic and achievable within the proposed budget and timeframe and reflect a grasp of necessary steps to ensure rapid, effective execution of program activities. Include adequate emphasis on scaling-up and achieving broad-based impact where possible and appropriate.
- l. Adequate information on key personnel, including name, short description of experience and capacity relevant to proposed position (includes proposed job descriptions and complete CVs of all key personnel).
- m. Attachments: no page limit
 - i. Baseline Data (if it exists)
 - ii. Curriculum Vitae for the proposed Project Director and key personnel mentioned in section III "eligibility criteria"
 - iii. Past Performance Information: Applicants must provide a list of all its contracts or grants involving similar or related programs during the past three years. The reference information for these awards must include the performance location, a brief description of the work performed, and a point of contact list with current telephone numbers and/or email address.

The overall page limit and the individual section page limit for the application must be adhered to. Pages in excess of the stated limitation may not be considered.

There are no page limits for:

- Table of Contents
- Dividers

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2. Cost Application

i- Budget Information:

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 as detailed below. Applicants may request awards of up to a total of \$200,000 for the project life of up to 18 months, and no more than \$ 200,000 per year. This amount is subject to revision depending on availability of funds. Further, apparently successful applicants may be asked to scale back portions of their programs to accommodate funding constraints.

The cost application includes specific cost information for this project and additional required information from the applicant. Certain documents are required to be submitted by an applicant in order for DAI Staff to make a determination of responsibility.

The application must also provide evidence that the funds requested are reasonable and would be used in a cost-effective manner. DAI will assess whether the overall costs are realistic for the work to be performed, whether the costs reflect that the Applicant understands the requirements, and whether the costs are consistent with the technical application. The application also will be assessed for cost effectiveness, and applications that minimize administrative costs in order to maximize program, outreach, and capacity building activities will generally be considered a better value.

ii- Cost Summary:

Applicants should include an overall summary budget and a detailed annual budget defined by general program activities.

iii- Cost Spreadsheets:

Detailed breakdown of the budget in spreadsheet format. The spreadsheet(s) must be submitted electronically in MS Excel format and text accessible.

These spreadsheet breakdowns must include:

- The breakdown of all costs and supporting justification (justification such as policy, payroll documents, vendor quotes, or specific historical program costs and award number) according to each partner organization (if more than one organization is proposed in a consortium/network approach) involved in the program;
- The breakdown of the financial and in-kind contributions of all organizations involved in implementing this Agreement;
- Potential contributions of non-USAID or private commercial donors to this Cooperative Agreement;
- The procurement plan for commodities, if any.
- Breakdown of Management Costs: The proposed budget should provide estimates of the program based upon the total estimated costs for the agreement. Applicants should minimize their

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administrative and support costs for managing the project to maximize the funds available for project activities.

iv. Budget Narrative

The budget must have an accompanying detailed budget narrative and justification that provides in detail the total costs for implementation of the program your organization is proposing. The budget narrative must be written in the third person. The combination of the cost data and breakdowns specified above and the cost notes must be sufficient to allow a determination of whether the costs estimated are reasonable. If the information described below is provided in the cost matrices described above, then the information need not be included in the Budget Notes. The following is provided as guidance on issues involving specific types of costs:

1. **Salary and Wages:** Direct salaries and wages should be proposed in accordance with the Applicant's personnel policies.
2. **Fringe Benefits:** If the Applicant has a fringe benefit rate that has been approved by an agency of the U.S. Government, such rate should be used and evidence of its approval should be provided. If a fringe benefit rate has not been so approved, the application may propose a rate and explain how the rate was determined. If the latter is used, the narrative should include a detailed breakdown comprised of all items of fringe benefits (e.g., workers compensation, health and life insurance, retirement, FICA, etc.) and the costs of each, expressed in dollars and as a percentage of salaries. Alternatively, if the applicant has no approved rate, it may elect to directly charge all project expenses.
3. **Travel and Transportation:** The application should indicate the number of trips, and the estimated costs per trip. Specify the origin and destination for each proposed trip, duration of travel, and number of individuals traveling.
4. **Equipment:** Specify all equipment to be purchased, including the type of equipment, the manufacturer, the unit cost, the number of units to be purchased and the expected geographic source.
5. **Source and Origin Requirements:** Goods and services provided by the Recipients under this award must have their source and origin in Country. Procurement source and origin requirements under the agreement will be dependent upon the source of funding.
6. **Materials and Supplies:** Specify all materials and supplies expected to be purchased, including type, unit cost, and number of units.
7. **Communications:** Specific information regarding the type of communication cost (e.g., mail, telephone, cellular phones, internet, etc.) must be included in order to allow an assessment of the realism and reasonableness of these costs.
8. **Training:** Provide budgetary information on all training, including the number of people to be trained, the number and cost of each session, and the cost of materials.
9. **Subcontracts/Consultants:** Information sufficient to determine the reasonableness of the cost of each specific subcontract and consultant expected to be hired must be included. Similar information should be provided for all consultants who are provided under the category for personnel.
10. **Allowances:** Allowances should be broken down by specific type and by person. Any allowances should be in accordance with the Applicant's policies and the applicable regulations and policies.

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11. **Direct Facilities Costs:** Specific information regarding the cost of any facilities needed to perform program activities. The information provided should include the unit cost (rent), the time period the facilities are needed and the number of facilities. Only facilities that directly benefit the program activities should be included in this category; all other facility costs should be included in the indirect cost category.
12. **Other Direct Costs:** This may include report preparation costs, passports and visas fees, training, medical exams and inoculations, insurance (other than insurance included in the Applicant's fringe benefits), as well as any other miscellaneous costs that directly benefit the program proposed by the Applicant. The narrative should provide a breakdown and support for all other direct costs. If seminars and conferences are included, the Applicant should indicate the subject, venue, and duration of proposed conferences and seminars, and their relationship to the objectives of the program, along with estimates of costs.
13. **Indirect Costs:** The Applicant should support the proposed indirect cost rate, if any, with a letter from a cognizant U.S. Government audit agency (i.e. its current Negotiated Indirect Cost Rate Agreement) or with sufficient information for DAI to determine the reasonableness of the rates. For the latter, DAI would need:
 - a. copies of the Applicant's financial reports for the previous 3-year period, which have been audited by a certified public accountant or other auditor satisfactory to USAID;
 - b. projected budget, cash flow and organizational chart; and
 - c. a copy of the organization's accounting manual.
14. **Cost Share:** In addition to USAID funds, Applicants are encouraged to contribute resources from their own private sources for the implementation of this program where feasible. Contributions can be either cash or in-kind and can include contributions from Applicant, local counterpart organizations, project clients, the relevant Government(s), and other donors (but not other USG funding sources). The budget must provide a breakdown of the financial and in-kind cost share contributions, if any, converted to dollar value, of all organizations involved in implementing this Cooperative Agreement. This information should be included in the Cost Summary as indicated on those documents. The cost-share should be discussed in the Budget Notes to the extent necessary to realistically assess these sources and funds and the feasibility of the cost-sharing plan.
15. **Alliance Opportunities:** DAI encourages, where appropriate and possible given the subject matter, the creation of alliances. An "alliance," in this sense, is a formal agreement between two or more parties created to jointly define and address a development problem. Alliance partners combine resources, risks and rewards in pursuit of common objectives. Alliance partners make financial and/or in-kind contributions to increase the impact and sustainability of development efforts. Their support may take many forms. Mechanisms for collaboration include parallel financing (with common objectives, clear understanding of roles and separate funding tracks) or pooled resources (with agreed upon and legally binding governance structures and common funding tracks).
16. **Program Income (if applicable):** The Recipient will account for program income in accordance with 2 CFR 200.307. In accordance with 2 CFR 200.307 (e)(2), program income earned under this award will be added to funds committed by DAI and the recipient to the project or program and used to further eligible project or program objectives. Additionally, in accordance with 2 CFR 200.307(e)(3), program income may be used to finance the non-Federal share of the project or objectives.

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17. Potential for-profit applicants should note that DAI policy prohibits the payment of fee/profit to the recipient under grants. Forgone profit does not qualify as cost-sharing or leveraging.

v. Supporting Documentation

1. **Teaming:** If the applicant is a consortium, the Cost application must include documents reflecting the legal relationship between the parties. The document/s should include a full discussion of the relationship between the applicants including identity of the applicant which DAI/WSC will treat for purposes of Agreement administration, identity of the Applicant which will have accounting responsibility, how Agreement effort will be allocated, and the express agreement of the principals thereto to be held jointly and individually liable for the acts or omissions of the other. If no consortium is involved, the Cost Application should include a complete discussion, if applicable, of the relationship between the Applicant and its partner organizations, how work under the program will be allocated, how work will be organized and managed, and provide copies of any agreements between the partner organizations. In all cases of teaming, the cost information provided in part 2.b of this subsection should indicate the amounts committed to each member of the team. The Budget notes should discuss which team member is bearing a particular cost where appropriate to justify and explain the cost in question.
2. **NICRA:** A current Negotiated Indirect Cost Rate Agreement (NICRA) with USAID, an Indirect Rate Agreement with another federal agency, or financial statements as described below for the primary recipient and proposed partner organizations must be submitted. Applicants that do not currently have a NICRA from their cognizant agency must also submit the following information:
 - a. Copies of the applicant's financial reports for the previous 3-year period, which have been audited by a certified public accountant or other auditor satisfactory to DAI;
 - b. Projected budget, cash flow and organizational chart; and
 - c. Breakdown justification and indirect rate and its base of application.
3. Applicants that have never received a grant, cooperative agreement, or contract are required to submit a copy of their accounting manual and personnel and policy manual.
4. Applicants must submit any additional evidence of responsibility for DAI Staff to make a determination of responsibility. The information submitted must substantiate that the Applicant:
 - a. has adequate financial resources or the ability to obtain such resources as required during the performance of the award;
 - b. has the ability to comply with the award conditions, taking into account all existing and currently prospective commitments of the applicant - nongovernmental and governmental;
 - c. has a satisfactory record of performance. Past relevant unsatisfactory performance is ordinarily sufficient to justify a finding of non-responsibility, unless there is clear evidence of subsequent satisfactory performance;
 - d. has a satisfactory record of integrity and business ethics;
 - e. is otherwise qualified and eligible to receive a grant under applicable laws and regulations (e.g., EEO); and
 - f. Presents evidence of a DUNS Number or a Self-Certification for Exemption from DUNS Requirements.

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The Applicant is reminded that U.S. Executive Orders and U.S. law prohibits transactions with, and the provision of resources and support to, individuals and organizations associated with terrorism. It is the legal responsibility of the Applicant/Recipient to ensure compliance with these Executive Orders and laws. This provision must be included in all subcontracts/sub-awards issued under this contract/agreement.

(4) Submission Instructions

All materials must be in English.

Concept Paper: The concept paper must be submitted through the following Formsite link:

<https://fs12.formsite.com/DAIWSC/lwnsr1qhv/index.html> no later than the deadline on the cover page of this APS or subsequently announced deadlines if additional reviews are announced.

Full Application: Applications must be submitted electronically to WSCApplications@Lebanonwsc.com.

All correspondence must include the relevant APS number and title.

Project Name

Attn: XXX

Address 1

Address 2

Address 3

(5) Other Important Information

A. Branding

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, DAI 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. DAI will not competitively evaluate the proposed Branding Strategy. ADS 320 may be found at the following website: www.usaid.gov/policy/ads/300/320.pdf.

B. Environmental Procedures

in case the applicant has activities that require environmental compliance, please make sure to follow the below guidance:

- I. 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.

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This mandate is codified in Federal Regulations (22 CFR 216) and in USAID's Automated Directives System (ADS) Parts 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. i.e.: environmental compliance obligations under these regulations and procedures are specified in the following paragraphs of this APS.

2. In addition, the contractor/recipient must comply with host country environmental regulations unless otherwise directed in writing by USAID. In case of conflict between host country and USAID regulations, the latter will govern.
3. No activity funded under this grant will be implemented unless an environmental threshold determination, as defined by 22 CFR 216, has been reached for that activity, as documented in a Request for Categorical Exclusion (RCE), Initial Environmental Examination (IEE), or Environmental Assessment (EA) duly signed by the Bureau Environmental Officer (BEO). (Hereinafter, such documents are described as "approved Regulation 216 environmental documentation.")

C. Instructions for Obtaining a Unique Entity ID (SAM)- DAI'S Vendors, Subcontractors and Grantees

(Instructions will be provided in a separate document)

SECTION V – APPLICATION REVIEW INFORMATION

(1) Eligible Organizations

DAI will consider proposals related to this APS from eligible organizations. Some organizations are legally restricted from receiving U.S. Government funded assistance. In addition, applicants should fulfill the below pass/fail selection criteria mentioned in Section III- I.

(2) 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 engaging women and/or youth in water and sanitation sectors in Lebanon.

(3) Evaluation Criteria for Full Application

The technical applications will be evaluated in accordance with the technical evaluation criteria set forth below. An award will be made to the responsible Applicant whose application offers the best value to the U.S. Government, 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.

All evaluation factors other than cost, when combined, are significantly more important than cost. The criteria set forth below are of equal importance and the sub-criteria within each criterion are of equal importance.

Annual Program Statement

A- Technical Approach

- Demonstrated understanding of the subject content as indicated in the Background and Overview sections; applicant must also demonstrate how the proposed activities will address the emphasized outcomes using prescribed and illustrative indicators.
- Degree to which program approach and proposed strategies to address the engagement of women and/or youth in the water and sanitation sector are creative, innovative, collaborative, and feasible.
- Clear implementation plan as listed in this APS. (Section IV C point K)
- Collaboration, inclusion, and strengthening of local partners. Applications that include local implementing partners will be considered favorably.

B- Project Management & Institutional Capacity

- Demonstrated capacity to recognize and adjust to shifting political and social environments over the life of a project.
- Demonstrated institutional capacity to manage (technically, administratively, and financially) a project relevant to women and/or youth engagement and participation, especially in addressing sensitive social norms in a culturally appropriate fashion.
- Clear demonstration of how progress and impact will be tracked, measured and reported, with clear and appropriate milestones ,expected accomplishments, with measurable output and performance indicators based on global standards, along with a plan to document and share good practices and lessons learned.
- Demonstrated long term experience by key staff in capabilities where appropriate.
- Established and successful institutional presence in at least one geographic region identified in this APS.

C- Past Performance

- Demonstrated performance in (a) achieving results (including concrete developmental results of the programs) and (b) implementation of projects/activities similar in scope and breadth, including evidence of adherence to contract schedules and requirements, timely and thorough periodic reporting, forecasting and controlling costs and quality of products delivered and (c) developing sound programs in a collaborative fashion.
- Successful institutional track record in implementing projects/activities of similar scope, complexity, and size.
- A history of reasonable and cooperative behavior; open lines of communication; the ability to follow-up on and resolve outstanding issues; and a commitment to customer satisfaction in previous donor-funded activities similar in scope and activity.

Annual Program Statement

The below is a detailed table for the **full proposal evaluation**. The passing score for this APS is 60/100.

Criteria	Description	Score
Past performance and capability	At least 5 years of proven past performance in women and/or youth engagement and participation. Evidence of past performance needs to be submitted.	Very good = 10 points Good = 7 points Average = 5 points Poor = 3 points Very Poor = 0 points
Project Feasibility	Projects will be evaluated based on feasibility of proposed activities. The applicant should provide feasible innovative activities for women and/or youth engagement in the water and sanitation project	Very good = 15 points Good = 12 points Average = 9 points Poor = 6 points Very Poor = 0 points
Potential impact	The ability to outreach to a network of women and/or youth organizations The ability to benefit a large number of beneficiaries (>200 people).	Very good = 25 points Good = 20 points Average = 15 points Poor = 10 points Very Poor = 0 points
Results	Application able to present concrete, measurable, achievable results for the proposed project activities.	Very good = 15 points Good = 12 points Average = 9 points Poor = 6 points Very Poor = 0 points
Potential for sustainability	Applicants should provide sustainability measures for their proposed activities.	Very good = 15 points Good = 12 points Average = 9 points Poor = 6 points Very Poor = 0 points
Innovation	Level of innovation in the proposed project.	Very good = 20 points Good = 15 points Average = 10 points Poor = 5 points Very Poor = 0 points

SECTION VI – AWARD AND ADMINISTRATION INFORMATION

(I) Post-Selection Information

Following selection of an awardee, DAI will inform the successful applicant concerning the award. A notice of award signed by DAI's Chief of Party is the official authorization document, which DAI will provide either electronically or in hard copy to the successful applicant's main point of contact.

DAI also will notify unsuccessful applicants concerning their status after selection has been made.

(2) General Information on Reporting Requirements

Program implementation reporting will be determined based on the outcome of the collaborative finalization of the planned program and the delineation of roles and responsibilities. An annual performance monitoring and evaluation plan, using established baseline data and specific, measurable targets and indicators will also be agreed upon. Financial reporting will be in accordance with the requirements of the obligating document.

SECTION VII- DAI PROJECT CONTACTS

The points of contact for this APS and any questions during the APS process is the Grants Manager:

WSCGrants@Lebanonwsc.com

Any prospective applicant desiring an explanation or interpretation of this APS must request it in writing by the date listed on the cover letter 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

Issuance of this APS does not constitute an award or commitment on the part of DAI, nor does it commit DAI to pay for costs incurred in the preparation and submission of an application.

DAI reserves the right to fund any or none of the applications submitted. Further, DAI reserves the right to make no awards as a result of this APS.