Zambia NOFO Questions

#	Question	Answer
General Questions		
1.	We are writing to request the RFA and documents to respond to this call, as we are having difficulties accessing the RFA.	The RFA will be available to download on July 11, 2024. It will be available at: https://panagoragroup.net/procurements/ and GoZambiaJobs under RFP/Tender.
2.	When will the full RFA and amendments be issued?	Please refer to our response to the question above. Any amendments to the RFA, if applicable, will be issued following the Bidder's Conference and made available at https://panagoragroup.net/procurements/ and GoZambiaJobs under RFP/Tender.
3.	We are writing to request the RFA and documents to respond to this call, as we are having difficulties accessing the RFA.	Please refer to our response to question 1.
4.	When we as prospective applicants can expect to see the RFA form/details posted on your website, as I cannot seem to find it?	Please refer to our response to question 1.
5.	What is the anticipated timeline for the communication of the award?	LGHS anticipates making its selections by August 21, 2024.
6.	How can applicants ensure they are fully compliant with all RFA requirements and present the best value to LGHS?	Applicants are encouraged to read through the RFA document thoroughly and to ask clarifying questions via email (ILGHSGrants@lghsproject.net) and during the Bidder's Conference on July 11, 2024, to ensure that their applications are compliant.
7.	Are there application and budget templates?	There is no template for the technical application. Bidders should prepare their applications according to the instructions in Section D: Application and Submission Guidelines of theRFA. However, LGHS will provide a template for the required budget and its accompanying budget narrative. LGHS will be hosting a Bidders' Conference on/around July 11, 2024, to provide more guidance on the application process. Specific information on the Bidders' Conference will be included in Section D of the RFA.
8.	Are there any common pitfalls or challenges that previous applicants have faced that we should be aware of?	LGHS was awarded in October 2023 and these set of activities will be the first to be implemented under the program. Applicants should expect and be prepared to address any possible pitfalls or issues

		that are typical when implementing grants. LGHS will provide ongoing support to grantees during the implementation of their award.
9.	What criteria will be used in the pre-award assessment to evaluate the institutional capacities of applicants?	The criteria to evaluate the institutional capacities of applicants will be shared before issuing the award. The contents of the assessment will be discussed at the Bidder's Conference.
10.	Please explain the contents of the Pre-Award Survey, it is not too clear.	The Pre-Award Survey will ask applicants to describe their organization's operational and financial policies and procedures along with other internal controls. This will be shared before issuing the award. The contents of the assessment will be discussed at the Bidder's Conference.
11.	Is there a target number and group of people to benefit from the project?	The target population-- number and profile-- should be stated in the proposal and align with the nature and scope of the proposed activities including program catchment area. Programs should address gender equality and social inclusion of marginalized populations as appropriate.
12.	Under the heading "Grants Program Priority Areas" there is an explanation on the expected result for the grantee. What is the difference between the expected outcome in "Grants Program Priority Areas" and "Expected Role of the Grantee in the Program," please explain?	The RFA will include a detailed program description in Section A that identifies program objectives, technical focus areas, and intended results. Applicants will have the opportunity to ask questions for further clarification at the Bidder's Conference, the details for which will be included in the RFA.
13.	The RFA indicates that you may work with "Local Global Health Security"- are you referring to indigenous local organization or any organization which is registered in the nation, despite being an INGO?	The profile of localization within the LGHS program is one that seeks to support and promote the work of indigenous organizations in Zambia. Under this project, local entities are (1) is legally organized under the laws of Zambia; (2) has as its principal place of business or operations in Zambia; and (3) is (A) majority owned by individuals who are citizens or lawful permanent residents of Zambia; and (B) managed by a governing body the majority of who are citizens or lawful permanent residents of a country receiving assistance as per ADS 303. Per this criterion, we will not be accepting applications from INGOs.
14.	In Zambia, there are indigenous local organizations- this means that they started as community-based organizations that are now	Please refer to our response to question 13.

	considered local and NGOs. In the past INGOs have registered as both local and INGOs. When you refer to local organizations working in Global Health Security, do you mean indigenous local organizations or any organizations which are registered in the nation, despite being an INGO.	
15.	How have you profiled the RFA to mean the definition of 'Localization' with the essence of building capacities of indigenous organizations in Zambia through this RFA?	Please refer to our response to the question 13.
16.	Are projects under $200,000 eligible to apply, or is this a set minimum?	We will consider all eligible applications/applicants irrespective of the value of their grant.
17	How will the effectiveness of grantee programs be measured and supported by LGHS?	The effectiveness of grantee programs will be measured through a set of standard LGSH indicators that all grantees will be expected to report on. These indicators will reflect grantee capacity and performance in both organizational development and global health security technical implementation. Additionally, grantees are encouraged to develop their own custom indicators. LGHS will provide support to grantees through orientation and in-person training on the standard indicators, and to monitoring and evaluation more broadly. Additionally, LGHS is planning for in-person support to be given to grantees through local consultants, and through monthly virtual 'office hours' with the LGHS MEL Director.
18.	I am asking for any other information relevant to the program not submitted.	Please refer to our RFA for all relevant information. If any questions should arise, we invite you to attend the Bidder's Conference on July 11, 2024.
Formatting Questions		
19.	Can you confirm the acceptable formats for submission of the RFA applications and whether electronic signatures are permitted?	Applications will only be accepted in PDF and Word format. Electronic signatures are permitted. Other content and format details will be provided under Section D: Application and Submission Guidelines of the RFA.
20.	Please clarify if there is a preferred format for the technical and cost application form.	Please refer to our response to question 19.
21.	Could you please confirm if the full proposal is only 5 pages?	Please see Section D.2 Application Content and Format in the NOFO. Full applications should not exceed 18 pages. The technical

		application, including technical approach (up to 7 pages), management and staff plan (up to 3 pages) and past performance (up to 3 pages) has a limit of 13 pages and the cost application has a limit of 5 pages.
Grant Information Questions		
22.	In the registration eligibility, you cited PACRA, what about organizations registered under the Registrar for NGO under Community Development? Is this exclusive?	PACRA registration is required. We invite organizations registered as an NGO under the Zambian Department of Registrar for NGOs to apply, however, please note that organizations awarded will need to have a registered business component.
23.	I would like to understand whether the whole award value of $200,000 to $400,000, will be shared among all awardees.	LGHS anticipates awarding up to six grants; the value of each grant will be between $200,000 and $400,000.
24.	Is it possible at this time to indicate already the size of the grant that will be applied for in the RFA?	Relevant information regarding grant size can be found under Section B: Grant Information of the RFA.
25.	One of the limiting factors to indigenous organizations accessing the awards has been amount forward. Since, you are targeting six organizations, what is the range of the award for indigenous organizations?	The value of each grant will be between $200,000 and $400,000. Award amounts may vary based on the proposed activities.
26.	Can individual applicants apply for amounts between USD 200,000 to USD 400,000?	The amount of each award will be determined based on proposed activities.
27.	If an organization decides to apply across the three program areas, and the application is successful, will the funding levels be three times what you have projected for each award (I'm I correct to assume a program area constitutes an award, roughly)?	No. Applicants may include one or more technical focus areas in their program design/technical approach, but the grant value will be the same: $200,000 to $400,000.
28.	Can you provide more details on the types of grant awards (fixed-price or cost-reimbursable) and how they will be determined?	LGHS will determine the type of grants based on the results of the grantees pre-award survey and the grant activity. The different types of possible grants include: • <u>Fixed amount awards (FAA)</u> - a results-oriented/ performance-based grant type with specific pre-determined milestones whereby the grantee is paid upon successful completion of milestones. • <u>Simplified grants</u> - enable streamlined grant paperwork and management for cost reimbursement type grants and receipts of costs incurred will be required for reimbursement. • <u>Standard grants</u> - supports larger costs over a longer period than under the

		simplified grants on a cost reimbursement basis.
		• <u>In-kind grants</u> - wherein goods and services are provided to a grantee.
29.	What is the limit of District coverage on this call? How many Districts can one applicant organization apply for?	Applicants are responsible for defining their proposed program catchment area (such as districts) within the Southern Province. LGHS will not specify the specific districts or the number of districts that applicants should target.
30.	Are there any specific geographic areas or regions in Zambia that are prioritized for this funding?	The LGHS grants program will focus on the implementation of GHS activities in the Southern Province. Applicants should specify their proposed program coverage area within the province, including which districts (and/or sub-district areas, if applicable) in their application.
31.	Are there any target provinces in Zambia for the LGHS Grants?	Please refer to our response to question 30.
32.	What is the geographical coverage for the project? (Provinces and districts in those provinces).	Please refer to our response to question 30.
33.	Are there any specific locations for the project?	Please refer to our response to question 30.
34.	What are the expectations for collaboration between different sectors (human, animal, and environmental health) under the One Health approach, and are there specific models of collaboration that have been identified as best practices by LGHS?	Collaboration between the different sectors will depend on the nature of the activities. Applicants should, to the best of their ability, identify existing multisectoral collaborations and mechanisms for coordination in their proposed program areas and describe how they will work with those. Applicants are encouraged to investigate successful models of collaboration/One Health approaches that can be replicated or scaled up or propose new ones that can contribute to best practices.
35.	Are partnerships or collaborations with other organizations encouraged or required for this grant? Can we work as a consortium?	Currently, LGHS does not anticipate pursuing a consortium for this solicitation. However, we encourage applicants to identify stakeholders and other organizations in their proposed catchment area and/or technical area with whom they will collaborate.
36.	Can an application be submitted by 2 organizations collaborating? If so, would grants be allocated separately to each organization or would a formal joint venture be required?	Please refer to our response to the question 35.

37.	Could you please clarify if partnerships between local and international organizations, where the lead applicant is local, are considered eligible under this grant?	Please refer to our response to questions 13 and 35.
38.	Are applicants permitted to collaborate with government entities to deliver project goals? By way of example – using established "Vet Camps" (part of the government veterinary network) as bases for rural vaccination and sensitization campaigns.	LGHS encourages local organizations to collaborate with government entities, but the activities of local organizations should be independent and self-sufficient.
39.	Is sub granting to CBOs allowed in this project?	L Consortia applications will not be considered. However, applicants are encouraged to demonstrate how they envision coordinating and collaborating with other organizations working in the GHS space..
40.	Are there any specific reporting requirements or milestones that need to be met during the grant period to ensure continued funding?	The expected reporting requirements can be found under Section F: Grant and Administration Information of the RFA. Grant milestones will depend on the grant activities agreed upon at award.
Cost Application Questions		
41.	Are there any matching funds or costs share requirements for grants?	LGHS does not anticipate a need for organizations to match funds or agree to cost sharing for these grants.
42.	Is cost sharing allowed?	Please refer to our response to question 39.
43.	Given the current economic and energy challenges in Zambia and the duration of the project, can the cost application contain an element of contingency to cover price inflation?	Applicants should develop their cost application based on current values/circumstances without any contingencies. Should there be major fluctuations in Zambia, LGHS will make any necessary adjustments at that time and apply those to all grantees.
44.	For the cost application, are you going to provide any details including providing more guidance items such as indirect costs considerations, fee, etc?	LGHS will provide more guidance on the cost application at the Bidder's Conference on July 11, 2024.
45.	Are there any specific documents or certifications that need to be submitted to demonstrate financial accountability and internal control measures?	A list of supplemental documents required will be provided in the RFA under Section D: Application and Submission Guidelines.
46.	Under "Estimate of Funds Available and Number of Awards Contemplated" it says that LGHS anticipates this award will be a fixed-price or cost-reimbursable award. The grant type will be based on the program description and the results of the pre-award assessment, which LGHS will conduct before issuing the award. Subject to the	If a cost-reimbursable award is determined to be appropriate, grantees will be required to submit receipts of costs incurred for reimbursement.

	availability of funds, the project intends to award grants whose total value is estimated at $250,000, delivered over two years. Will the Project requires for Grantee to Pre-finance activities and submit invoices, receipt of expenditure for reimbursement, please clarify?	
47.	What is the proportion/percentage of Budget support (Administration and Operations)?	The proportion of support is based on grant activities. More information regarding the budget will be discussed during the Bidder's Conference.
48.	What Capital Expenditures (CapEx) are allowed on this NOFO?	Budget specifics will be discussed at the Bidder's Conference.
Technical Application Questions		
49.	Are there any specific weightings or priorities given to certain aspects of the technical proposal?	All technical aspects of the application will be weighted equally.
50.	Are there scoring guidelines for the technical application?	A detailed evaluation criteria can be found under Section E: Application Review Information of the RFA.
51.	Are there any illustrative activities?	Illustrative activities can be found under Section A: Program Description of the RFA, along with a description of objectives and intermediate results,
52.	Is there a proposal outline to follow?	In the RFA under Section D: Application and Submission Guidelines, you will find that the proposal outline includes: I. Technical Approach and Feasibility of Program Design II. Management and Staffing Plan III. Past Performance IV. Cost Application
53.	For the technical application, will you provide guidance on the application requirements like page limit, key personnel?	LGHS will provide application requirement details including page limit and expectations on key personnel in the RFA.
54.	Can you specify the level of detail required for the description of intervention methods for each technical focus area?	Details regarding the anticipated description of intervention methods organized by the thematic area can be found under Section D: Application and Submission Guidelines of the RFA.
55.	Zambia has 10 provinces, other PEPFAR projects gave opportunity to indigenous organizations which are dominate in those provinces; for instance, 'Community-Led Monitoring' project implemented in Zambia works with 10 implementing partners (IPs) and this has promoted a lot of learning among indigenous organizations. Are you also going to borrow a leaf from this approach?	LGHS grants will support the implementation of GHS activities in Southern Province. Operational footprint, a history of successful program implementation, and representation from the local communities and indigenous groups in the applicant's proposed program coverage area within the Southern Province will be assessed as part of the application evaluation. One of the pillars of LGHS is knowledge exchange and learning. The

		project will create and support learning opportunities for the selected grantees throughout the two-year life of the grants.
56.	What specific technical assistance and learning opportunities will LGHS provide to grantees, and how can organizations apply for these additional supports?	Successful applicants who receive LGHS grants based on the merits of their technical + cost applications will receive technical assistance, capacity strengthening and learning opportunities as part of their participation in the grants program. There is not a separate application process for this additional support.
57.	Can you elaborate on the expected outcomes for each of the technical focus areas, especially regarding the integration of the One Health approach?	The RFA will include a detailed program description in Section A, which will include intended results.
58.	On rights, will the project have an education campaign to sensitize the local livestock farmers on animal rights? In the rural areas, the community tends to work with cows (oxen) at awkward hours e.g. when it is very hot, or working the whole day and as such the working oxen have no time to graze accordingly.	The purpose of the grants program is to further strengthen, establish and sustain Zambia's implementation of public health security priorities specifically related to zoonotic disease. Applicants are encouraged to propose education campaigns on topics that align with the program objectives and technical focus areas elaborated in the program description (Section A) of the RFA.
59.	In rural areas, the community members use under-age children to herd livestock. Will the project engage in a campaign to sensitize the livestock owners on upholding child rights?	Please see our response to question 58.
60.	Will the project allow an element of fodder cropping activity to support livestock feeding as a supplement to grazing pastures?	The RFA will include a detailed program description under Section A that identifies program objectives, technical focus areas, and intended results. Applicants should align their proposed activities with those parameters. Applicants will have the opportunity to ask questions for further clarification at the Bidder's conference, the details for which will be included in the RFA.
61.	Sinazongwe district has constantly been a victim of partial droughts for the past 10 years; will the prospective project support the creation of weirs (small dams) or boreholes to support livestock farming? The district is on the shores of Lake Kariba, but the lake is infested with crocodiles, and community members have lost livestock.	Currently, LGHS does not anticipate supporting infrastructure construction of any type.
62.	To control livestock diseases, e.g. east coast fever, will the project support infrastructure construction e.g. diptanks, sprayless facility, etc?	Please see our response to question 61.

63.	Can you elaborate on the activities considered under the prevention, detection, and notification of zoonotic diseases?	The RFA will include a detailed program description in Section A, which will provide some illustrative examples of activities under each of the technical focus areas. Applicants may propose any activities that fall within the program objectives, technical focus areas, and intended results presented in the detailed program description.
64.	Given the current energy challenges in Zambia, can the application include equipment necessary to ensure the stability of refrigeration and cold chain transport of medical supplies?	Currently, LGHS is not focusing on preventive maintenance, having equipment service contracts or temporary monitoring systems.
65.	Can Local NGO dealing in Leprosy and able to handle tryps apply in case-finding, awareness raising and referrals?	Leprosy is not among the 10 PZDs that LGHS will focus on.