



USAID Localize Global Health Security (LGHS) Project Cameroon Request for Application Bidder's Conference

Presented by the LGHS Project

December 17, 2024

3:00 - 4:30 pm West African Standard Time

Reminders

- **Meeting Recording:** Please note that this session is being recorded. The recording will be distributed to all participants for future reference.
- **Attendance in Zoom Chat:** Please write your full name, your organization name, your organization's email address and your job title. Please do this before the meeting ends.
- **Questions? Write in the Zoom Chat:** If you have any questions during the meeting, please use the Zoom Chat to ask them. Our team will address all questions after the meeting and the answers will be shared with all participants for review.

Overview of Agenda

1. Overview of part 2 of the call for applications
2. Templates and submission guidelines
3. Wrap-up and Next Steps



I. Overview of part 2 of the call for applications

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RFA Review

1. Program Description : Section A

- Provides technical scope for application

2. Grant Information: Section B

- Estimated availability of funds
- Period of Performance

3. Eligibility: Section C

- Local entities (a corporation, a non-profit, or another body of persons)
- Entity that is registered in Cameroon with the Ministry of Territorial Administration
- Organizations based outside of Cameroon (and/or with offices outside of Cameroon) will not be considered eligible for grant support.

RFA Review

4. Application Guidelines: Section D

Part II - Full application – upon invitation ONLY

- Submission deadline: January 20, 2025 at 5pm Cameroon time.
- Full Application package will include:
 - Technical Application
 - Cost Application
 - Organization's current and up to date registration
 - Signed certifications and assurances
 - Identification of the type of applicant organization/grantee profile statement
 - UEI number
- Submission Method:
 - Submit applications electronically to LGHS Grants Team at LGHSGrants@lghsproject.net

RFA Review

5. Evaluation Criteria: Section E

Evaluation Criteria	Points
I. Technical Approach, Strategies, and Feasibility of Program Design The review team considers a strong technical design to be one that is informed by local circumstances and needs. Applications must be in line with the technical areas outlined in the Program Description.	50
II. Management and Staffing Plan The review team will evaluate the extent to which the management and staffing plans demonstrate the applicant's ability to effectively implement proposed activities responsive to this RFA. Reviewers will assess whether the organization has proposed sufficient level of effort to achieve stated results.	30
III. Past Performance References Reviewers will evaluate whether the organization has managed successful projects of similar size and scope in the geographic areas specified.	20
Total	100

6. Administration: Section F and G

Sections F and G provide terms and conditions, guidelines that are expected of awardees.



3. Wrap-up and Next Steps

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Templates

1. **Survey of respondents to the call for applications**
2. **Technical Content**
 1. Executive Summary
 2. Section I. Technical approach and feasibility of program design
 3. Section II. Management and staffing plan
 4. Past performance
 5. Annex A. Implementation chart
 6. Organization chart
 7. CVs of key personnel

Templates

1. Budget Template

1. Fill in all relevant rows based on actual prices and quotes.
2. Fill in every column..
3. Make sure that the rationale for including projected expenses and their amounts are clearly explained in the budget narrative.

2. Budget Narrative



3. Wrap-up and Next Steps

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Wrap-up and Next Steps

1. Summary of key points
2. Highlights from the Concept Note phase of the RFA
3. Follow-up by LGHS project team

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Thank you!

LGHS Grants Team
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