PEPFAR

U.S. DEPARTMENT OF STATE
U.S. EMBASSY KAMPALA, PEPFAR UGANDA SMALL GRANTS OFFICE
Notice of Funding Opportunity

Funding Opportunity Title: PEPFAR Uganda Community Grants to Combat HIV/AIDS
Funding Opportunity Number: DOS-KAM-SMGCG-FY18
Deadline for Applications: October 31, 2017
CFDA Number: 19.029 – The U.S. President's Emergency Plan for AIDS Relief Programs
Maximum for Each Award: $25,000

A. PROGRAM DESCRIPTION
U.S. Embassy, Kampala PEPFAR Uganda Small Grants Office is pleased to announce that funding is available through its Community Grants to Combat HIV/AIDS program. This is an open competition. Outlined in this announcement are PEPFAR Uganda's funding priorities, the strategic themes we focus on and the procedures for submitting a proposal. Please carefully read and follow all instructions below.

PEPFAR Uganda invites proposals for projects that promote HIV/AIDS prevention, care and treatment to orphans and vulnerable children (OVC) and/or key and priority populations (KP/PP) in Uganda.

BENEFICIARIES
Targeted beneficiaries of the PEPFAR Uganda Community Grants to Combat HIV/AIDS for this proposal include the following:
1. Orphans and Vulnerable Children (OVCs)
2. Key Populations (KPs)
3. Men and Young Males

The Small Grants Office welcomes applications from registered non-profit Ugandan organizations such as Community Based Organizations (CBO), Faith Based Organizations (FBO), or Non-Governmental Organizations (NGO).
1. ORPHANS AND VULNERABLE CHILDREN

OVC, under the PEPFAR program, is defined as children 0-17 years of age who have lost a parent to HIV/AIDS, who are otherwise directly affected by the disease, or who live in areas of high HIV prevalence and may be vulnerable to the disease or its socioeconomic effects.

OVC applications should emphasize family-centered activities that lessen the impact of HIV/AIDS on children and adolescents, including meeting their most basic needs of health, safety, stability, and schooling through the following core intervention activities:

- **Access to Health and HIV Services:** Examples include promoting HIV testing for OVC and OVC households, linking HIV-positive children, adolescents, and family members to healthcare facilities for care and treatment, maintaining the negative status of OVC and adolescents, establishing partnerships and referral systems between other community and facility HIV programs, and supporting a child-focused and family-centered approach to health and nutrition.

- **Safety, Protection, and Psychosocial Support:** Examples include community-level child protection/gender based violence prevention and response activities, referrals to other services, addressing psychosocial health among children and their caregivers, teaching positive parenting skills including discipline, communication on adolescent risk and HIV disclosure, and creating supportive, child-friendly spaces for OVCs, particularly for adolescents at high risk (i.e. out-of-school girls).

- **Stability, Economic Strengthening, and Social Protection Support:** Examples include developing Household Economic Strengthening (HES) initiatives, such as savings groups or income generating activities (IGA), improving family financial management, supporting vocational training and other individual HES activities to stimulate income, and integrating HES with other child-focused interventions such as parenting.

- **Schooling and Education:** Examples include providing equal access to education for HIV affected children, identifying key at-risk groups, facilitating primary and secondary education opportunities for at-risk groups, implementing school-based psychosocial support and safety from violence, supporting early childhood development in coordination with Prevention of Mother to Child Transmission (PMTCT) and other pediatric HIV programs, and integrating HIV care and treatment.

KEY POPULATIONS

A key and priority population (KP/PP) is persons who are affected by punitive laws, regulations and policies, severely stigmatized and marginalized, and are disproportionately affected by HIV. This includes female sex workers, men having sex with men (MSM), fisher folk, uniformed services, and prison inmates, among others.

KP/PP applications should use community-based outreach as an effective method of overcoming challenges related to reaching out to key populations. Projects should aim to increase KPs’ access to health services. Examples of the types of project activities that are considered include:

- Addressing stigma and discrimination through KP peer networks;
- Increasing use of KP friendly services available within the community;
- Enhancing community condom education and availability, as well as, distributing related HIV prevention commodities;
- Offering risk reduction counseling and supplies through community-based outreach and peer outreach;
- Partnering with community and facility based KP services to increase HIV service up-take;
- Enrolling and retaining HIV positive KP members in HIV care and treatment and other health services towards the 90-90-90 goal;
- Providing HIV testing and counseling (HTC) that are accessible to KPs (i.e. mobile counseling and testing, drop-in centers, “hotspots,” and households);
- Creating a community environment that enables KPs to access services and raising awareness in stakeholders' (i.e. community leaders, law enforcement officers, religious leaders, healthcare workers);
- Proactively participating in community level KP advocacy events, including those offered by partnering organizations and ensuring that KP issues filter through the policy decision making channels;
- Promoting an inclusive community in view of the legal environment around KP programming; and
- Engaging with other KP Civil Service Organizations (CSO) to leverage effectiveness and efficiency and minimize service duplications.

Men and Young Males
Ugandan men are a priority population for PEPFAR Uganda Community Grants as recent statistics indicate that risk practices start rapidly increasing in men over the age of 20 years of age with over 25% of men having more than one sexual partner and low condom use.

Applications focused at reaching men can either be through:
1. KP/PP category with the emphasis being on reaching MSM, uniformed men in the police or military, prisoners, and transitory populations such as truck drivers, boda boda drivers or fisher folk, or
2. Men and Young Males category with the emphasis being on testing and treatment for males ages 20 years +.

These applications should include strategies that focus on the following challenges and strategies:
- Increasing the demand for testing among men;
- Understanding where and when men prefer to be tested for HIV/AIDS;
- Testing and tracking all family members including multiple sexual partners;
- Counselling and sensitization to disclosing HIV status including gender based violence;
- VMMC services for males;
- Linking HIV positive males to ART;
- Changing the environment to enable males to seek services;
- Mobile testing; and
- Male champions and opinion leaders.

AREAS OF SPECIFIC INTEREST TO PEPFAR UGANDA:
1. Projects targeting male partners of HIV+ women that may include health education, HIV testing and counseling, couple counselling and partner testing, safer sexual practices such as dual protection (condom promotion), risk reduction counseling, family planning, and linking HIV negative male partners to the VMMc program.
2. Projects targeting adolescent girls and young women aged 10-24 for issues of gender equality, education, HIV/AIDS prevention and treatment, including remaining HIV negative.
3. Projects aimed at males aged 15-49 for HIV/AIDS prevention, testing and care services and voluntary male medical circumcision (VMMC). Special consideration for projects focused on fisher folk, prisoners, uniformed services or men having sex with men (MSM).
4. Projects providing a "household focused" approach for OVC efforts including:
   a. Prevent HIV infection among children (focusing on AGYW) and caregivers;
   b. Promote testing of OVCs and caregivers with unknown status, and ensure linkage to treatment for all identified as HIV+ using the community facility linkage framework;
c. Assess all HIV+ children, HEI, children with HIV+ siblings, and caregivers and enroll those eligible into the OVC program;
d. Support disclosure, adherence and viral suppression among to children and adolescents living with HIV through family counseling and peer groups;
e. Provide early child development interventions for HIV infected and exposed children;
f. Foster positive parenting;
g. Support household economic strengthening through interventions that include Village Savings and Loans Associations, apprenticeships and household food security initiatives;
h. Provide education support to ensure retention, transition and completion targeting highly vulnerable adolescent girls (both HIV infected and affected) at risk of dropping out of school; and
i. Provide targeted assistance to children and caregivers that have been victims of gender-based violence (GBV) including identification and notification of GBV cases, linkage to health and psychosocial services, and follow-up through the legal redress process;

The following types of projects are not eligible for funding:
- Projects relating to political or specific religious activity;
- Construction projects; and
- Lobbying for specific legislation.

AUTHORIZING LEGISLATION, TYPE AND YEAR OF FUNDING
Funding authority rests in the Foreign Assistance Act of 1961.

B. FEDERAL AWARD INFORMATION

<table>
<thead>
<tr>
<th>Length of performance period: 12 Months</th>
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<tr>
<td>Number of awards anticipated: 10-12 awards (dependent on amounts)</td>
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<td>Award amounts: awards may range from a minimum of $5,000 to a maximum of $25,000</td>
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<td>Type of Funding: Fiscal Year 2018-19 PEPFAR Uganda Community Grants to Combat HIV/AIDS</td>
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Anticipated project start date: January 2019

This notice is subject to availability of funding.

FUNDING INSTRUMENT TYPE
Grant Agreement.

PROJECT PERFORMANCE PERIOD
Proposed projects should be completed in 12 months.

C. ELIGIBILITY INFORMATION

ELIGIBLE APPLICANTS
The PEPFAR Small Grants Office welcomes applications from registered non-profit Ugandan organizations such as Community Based Organizations (CBO), Faith Based Organizations (FBO), or Non-Governmental Organizations (NGO).

For-profit or commercial entities are not eligible to apply.
COST SHARING OR MATCHING
Cost sharing is not required.

OTHER ELIGIBILITY REQUIREMENTS

- Applicants are allowed to submit more than one proposal per organization.

- The PEPFAR Small Grants Office reserves the right to request additional background information on applicants that do not have previous experience administering federal grant awards.

- In order to be eligible to receive an award, all organizations must have a Data Universal Numbering System (DUNS) number from Dun & Bradstreet, as well as a valid registration on www.SAM.gov. Individuals are not required to have a DUNS number or be registered in SAM.gov.

- Any applicant listed on the Excluded Parties List System in the System for Award Management (SAM) (www.sam.gov) is not eligible to apply for an assistance award in accordance with the OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR,1986 Comp., p.189) and 12689 (3 CFR,1989 Comp., p. 235), “Debarment and Suspension.” Additionally, no entity listed on the Excluded Parties List System in SAM can participate in any activities under an award. All applicants are strongly encouraged to review the Excluded Parties List System in SAM to ensure that no ineligible entity is included.

D. APPLICATION AND SUBMISSION INFORMATION

APPLICATION PACKAGE

CONTENT OF APPLICATION
Please follow all instructions below carefully. Proposals that do not meet the requirements of this announcement or fail to comply with the stated requirements will be ineligible. Please ensure:

- The proposal clearly addresses the goals and objectives of this funding opportunity.
- All documents are in English.
- All budgets are in Ugandan Shillings.
- Application is for FY2018-19. Applications from previous years are not acceptable.
- Application is not changed in any way.
- Application is completed electronically in its original format. Please do not print and hand-write your application. Do not print and .pdf your application.
- Application is received electronically via email. Please do not mail your application form.
- Application is received by the posted due date and time.
- Application is received with all required documentation

The following documents are **required**:

- **Mandatory forms attached to electronic email submission:**
  - PEPFAR Application of Interest_FY2018
  - PEPFAR Detailed Budget Summary_2018
Email: Please include the following information in your email:

- Organization name
- Project title
- Brief purpose of the project

Unique Entity Identifier and System for Award Management (SAM.gov)
If selected to receive a PEPFAR Uganda Community Grants for HIV/AIDS your organization will be required to obtain these registrations. All are free of charge:

- Unique Identifier Number from Dun & Bradstreet (DUNS number)
- NCAGE/CAGE code
- www.SAM.gov registration

SUBMISSION DATE AND TIME
PEPFAR Uganda Small Grants Office will only accept proposals from the date of this notice of funding through 10:00 AM Eastern Standard Time (EST) - (5:00 PM UTC+3) on October 31, 2017. No applications will be accepted after that date.

FUNDING RESTRICTIONS
Funding cannot be used for the following purposes:

- Construction of buildings;
- Salary supplements to any employee of the Ugandan government, Ugandan police, or local religious leaders including sitting fees, facilitation fees, travel reimbursement, etc.;
- Salary, rent, utilities or office furniture related to the organization applying for the Community Grants funding;
- Land purchase, security guards, motor vehicles (including motorcycles, but excluding bicycles), motor vehicle repairs or upkeep;
- Capital funding for any VSLA, SACCO or other micro-finance effort;
- Outside audits (not required by the PEPFAR Uganda Small Grants Office.); and
- Purchase of alcoholic beverages.

EMAIL SUBMISSION
All application materials must be submitted using the organization's primary email to: KampalaPEPFAR@state.gov

E. APPLICATION REVIEW INFORMATION

CRITERIA
Each application will be evaluated and rated on the basis of the evaluation criteria outlined below. The criteria listed are closely related and are considered as a whole in judging the overall quality of an application.

Application completion: The application is complete. All sections are filled in and required documentation is included. Information is clear and consistent throughout the application. Application rules for submission are followed. Application is not changed or transformed in any way.

Organizational capacity: The organization is a Ugandan NGO, CBO or FBO. Organizations must have identified existing partnerships, linkages and support systems in the project community. This includes health centers, other NGO/CBO/FBO organizations, PEPFAR Uganda implementing partners and the Ugandan Government.
**Quality of project idea, goals and objectives:** The organization demonstrates a strong understanding of their project and the community needs that are being met. All goals, objectives and activities are clearly defined and support the OVC, KP or Ugandan men beneficiaries.

**90-90-90 Goals:** The project works toward UNAID's 90-90-90 HIV/AIDS goals.

**Community Support:** The organization has strong support from the community involving significant contributions of in-kind donations, meeting space, materials, food, leadership, labor, or cash toward the project.

**Budget:** The budget justification narrative is detailed. Costs are reasonable in relation to the proposed activities and anticipated results. The budget is realistic, accounting for all necessary expenses to achieve proposed activities. Unallowable items are not included. Budget is in Ugandan shillings.

**Monitoring and evaluation plan:** Applicant demonstrates it is able to measure program success against key indicators and provide milestones to indicate progress toward goals outlined in the proposal. The project includes output and outcome indicators, and shows how and when those will be measured.

**Sustainability:** Project activities will continue to have positive impact after the end of the project.

**REVIEW AND SELECTION PROCESS**

1. **Applications are received and reviewed by the Small Grants Office**

2. **Applications selected for Phase 2 reviews are notified and required to complete the supplementary information packets within 30 days.**
   - Applicants not selected for Phase 2 reviews will receive email notification.

3. **Supplementary information packets are evaluated with the proposal. Organizations may be asked for a site visit by the Small Grants office. Selected projects are sent to the selection committee review panel.**
   - Applicants not selected for selection committee review will be notified via email.

4. **An independent selection committee reviews all applications, budgets and supplementary information packets and votes on which projects will be funded by the PEPFAR Uganda Small Grants office.**
   - The selection committee may have additional questions for applicants.
   - The decision of the selection committee is final.
F. FEDERAL AWARD ADMINISTRATION INFORMATION

FEDERAL AWARD NOTICES
The grant award or cooperative agreement will be written, signed, awarded, and administered by the Grants Officer. The assistance award agreement is the authorizing document and it will be provided to the recipient for review and signature by email. The recipient may only start incurring project expenses beginning on the start date shown on the grant award document signed by the Grants Officer.

If a proposal is selected for funding, the Department of State has no obligation to provide any additional future funding. Renewal of an award to increase funding or extend the period of performance is at the discretion of the Department of State.

Issuance of this NOFO does not constitute an award commitment on the part of the U.S. government, nor does it commit the U.S. government to pay for costs incurred in the preparation and submission of proposals. Further, the U.S. government reserves the right to reject any or all proposals received.

PAYMENT
Payments will be made in at least two installments, as needed to carry out the project activities. Details will be outlined in the grant agreement

ADMINISTRATIVE AND NATIONAL POLICY REQUIREMENTS: TERMS AND CONDITIONS
Before submitting an application, applicants should review all the terms and conditions and required certifications which will apply to this award, to ensure that they will be able to comply. These include:

2 CFR 200, 2 CFR 600, Certifications and Assurances, and the Department of State Standard Terms and Conditions, all of which are available at: https://www.ecfr.gov/cgi-bin/text-idx?tpl=/ecfrbrowse/Title02/2cfr200_main_02.tpl

REPORTING
Recipients will be required to submit financial reports and program reports. The award document will specify how often these reports must be submitted.

G. FEDERAL AWARDING AGENCY CONTACTS
If you have any questions about the grant application process, please contact PEPFAR Uganda Small Grants office at KampalaPEPFAR@state.gov or +256 414 306 421

For assistance with Grants.gov accounts and technical issues related to using the system, please call the Contact Center at 1-800-518-4726 or email support@grants.gov. The Contact Center is available 24 hours a day, seven days a week, except federal holidays.

Applications and Notice of Funding guidelines are available at https://ug.usembassy.gov/grant-programs/. 

Note: We do not provide any pre-consultation for application related questions that are addressed in the NOFO. Once an application has been submitted, State Department officials and staff — both in the Department and at embassies overseas — may not discuss this competition with applicants until the entire proposal review process is completed.
H. OTHER INFORMATION

- Applicants should be aware that the Small Grants Office understands that some information contained in applications may be considered sensitive or proprietary and will make appropriate efforts to protect such information. However, applicants are advised that the Small Grants Office cannot guarantee that such information will not be disclosed, including pursuant to the Freedom of Information Act (FOIA) or other similar statutes.

- Issuance of the NOFO and negotiation of applications does not constitute an award commitment on the part of the U.S. government. The Small Grants Office reserves the right to reduce, revise, or increase proposal budgets in accordance with the needs of the program's requirements.