



USAID
FROM THE AMERICAN PEOPLE

WORKING WITH USAID

Resources and Lessons Learned



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How many of you have worked
with USAID in the past?

How many of you found it challenging?

WE WANT TO HEAR FROM YOU

- Small pieces of paper
- Write down:
 - Challenges you have experienced
 - Concerns or frustrations you have about working with USAID
 - Questions about working with USAID
- We will take a moment to place them in a basket





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USAID Prioritizes Programs That:

- Show measurable impact;
- Incentivize reform;
- Diversify our partner base;
- Foster local capacity building;
- Mobilize domestic resources.

WHAT ARE SOME INITIAL BARRIERS?

- How to know if you are eligible
- Registrations
- Where to find opportunities



HOW TO KNOW IF YOU ARE ELIGIBLE

!!!GOOD NEWS!!!

Generally speaking, almost any organization is eligible to work with USAID.

Start with workwithUSAID.org to help determine your organization's readiness to work with USAID and develop a plan to navigate toward working with USAID.

LOCAL VS. INTERNATIONAL



- All organizations are generally able to work with USAID
- USAID encourages local organizations to apply/propose
- Teaming opportunities and sub-partnering are excellent ways for organizations just starting with USAID to get experience

Tip: New push of “Localization” follows the “New Partnership Initiative”

REGISTRATIONS

Tip: Start this process as early as possible, registration can often take a long time.

- Follow these steps to be eligible:
 - A non-U.S.-based organization must obtain a free **NATO Commercial and Government Entity (NCAGE)** code.
(<https://eportal.nspa.nato.int/ACI35Public/CageTool/home>)
 - All organizations seeking federal funding must register in the **System for Award Management (SAM)**, the official mechanism for potential partners to register to do business with the U.S. Government.
(<https://sam.gov/content/home>)
 - Through SAM, all organizations will be assigned a 12-character alphanumeric Unique Entity Identifier (UEI).
 - *Be sure to use your exact organization name for all registrations. Any variation may cause issues.*

WHERE TO FIND OPPORTUNITIES

Tip: You can save searches in SAM.gov to more easily find new opportunities

- USAID Business Forecast: <http://www.usaid.gov/business-forecast>
 - Filter by Location, Operating Unit, Sector, Date, and more!
 - To receive alerts on Business Forecast updates, conference calls, and resources, sign up for the **USAID Acquisition and Assistance email list**
(https://public.govdelivery.com/accounts/USAIDHQ/subscriber/new?topic_id=USAIDHQ_I)
- Grants: www.grants.gov
- Market Research Requests/ Contracts/ General Information: www.sam.gov

WHERE TO FIND OPPORTUNITIES

Tip: Market Research requests are your opportunity to shape upcoming activities. Your responses help us to more clearly define programs and gain a deeper understanding of capabilities.

- Request for Information (RFI): A call for organizations to share technical or other requested information before we issue a formal solicitation.
- Sources Sought Notice (SSN): A notice to determine the number of organizations interested in a possible funding opportunity, their level of experience and qualifications, and the suitability of an activity for a particular type of small business set-aside.
- Draft Notice of Funding Opportunity (NOFO) or Draft Scope of Work: released before the formal solicitation; its purpose is to receive feedback and input.

TEAMING & SUB-PARTNERSHIPS

Organizations may form a team for an award or establish sub-awarding/sub-contracting arrangements to achieve the overall development goals.

USAID encourages organizations to partner with small business and local partners to the greatest extent possible; see links pertaining to small businesses and local partners. You can also learn more about sub-partnerships through our online training.



LET'S TALK ABOUT UNSEEN BARRIERS

Some tips for
responding to a
solicitation...



TIPS FOR RESPONDING TO A SOLICITATION

- **Understand USAID:** Understand that USAID solicitations are different from other donors. We have specific instructions and often require more information when submitting a proposal/ application. Understanding the goals and work of USAID will be an asset.
 - You can research USAID Ethiopia here: <https://www.usaid.gov/ethiopia/>
- **Demonstrate ability to perform:** Your organization will need to provide information about your relevant recent past performance.
- **Demonstrate financial and organizational responsibility:** USAID uses the Federal Awardee Performance and Integrity Information System (FAPIIS) as one resource to verify this information, or the USAID Agreement or Contracting Officer may conduct a formal pre-award survey of your organization.

TIPS FOR RESPONDING TO A SOLICITATION

- **Read the instructions carefully:** This is the biggest issue with proposal/application submissions, small errors can throw out the entire package. We recommend that organizations create a checklist of key items.
 - Pay very close attention to the instructions in the solicitation. If the minimum are not met (registrations, page limits, delivery instructions, etc.), your submission may be disqualified.
- **Be aware of deadlines:** Information submitted past the deadline will likely not be accepted. Take into account technology delays.
- **Review the evaluation criteria:** Study the evaluation criteria and their order of importance as listed in the solicitation. This can help inform how you respond to the solicitation.
- **Ask Questions:** This is a huge opportunity to clear up any confusion you may have regarding the solicitation. Do not be shy. Answers will be shared publicly so all parties receive the same information.

TIPS FOR RESPONDING TO A SOLICITATION

Do you have any tips to share?

SPECIALIZED ASPECTS OF SOLICITATIONS

Other specialized aspects that USAID considers in a solicitation response are gender, environment, and branding and marking.



SPECIALIZED ASPECTS OF SOLICITATIONS

- **Gender:** Gender equality is universally recognized as a core development objective. It is fundamental for the realization of human rights and key to effective and sustainable development outcomes. Applicants/offerors must address gender in accordance with instructions provided in the solicitation. See ADS 201 for more information.
- **Environment:** Effective implementation of an environmental impact assessment ensures that the development activities USAID undertakes are economically sustainable and conscious of the world's environment. Applicants/offerors must address the implementation and costs of managing environmental concerns.
(https://www.usaid.gov/our_work/environment/compliance/)
- **Branding and marking:** Programs under the Foreign Assistance Act must be identified by appropriate USAID branding and marking overseas (some security exceptions may apply). See the solicitation for further information, along with the USAID Branding Guidelines. (<https://www.usaid.gov/branding>)

THANK YOU

Questions?

