

Questions and Answers
APS No. APS-2023-001
March 12, 2023 – April 13, 2023

- 1. Question:** It says in the document that the funds last date is March 11, 2024 – yet the fund might last for 18 months. Does that mean that the last date for submitting proposals is March 11, 2024, and that whenever we start implementing our project we have 18 months to finish it? or do we have to finish the project by March 11, 2024, to receive the allocated grant?

Answer: *March 11, 2024, is the last day applications can be submitted under this APS. Applications submission window is between March 12, 2023 – March 11, 2024, Applications evaluation will be on a rolling basis. Once an application is approved, implementation can go beyond that date, all approved applications period of performance (implementation) will be up to 18 months.*
- 2. Question:** What is the anticipated timeline for receiving the funds?

Answer: *The anticipated timeline to award a grant and start implementation is on average 4 months from the submission to the point of signing the grant, this includes reviewing the application, evaluating the application, and securing donor's approval. Following that and based on the nature of the requested assistance, it also might take an additional 4 months to seek USAID approval on purchasing equipment/ machinery if the grant involves said equipment/machinery. If no purchases of equipment/machinery are involved, then the grant goes into immediate implementation. Please see the answer to Question 3 for more about payment methods.*
- 3. Question:** How is the grant paid? Will the funds be disbursed in a single payment where we are allocated an amount that we receive in advance and then show payment proofs along the project timeline? Or are we going to be reimbursed for expenses on a periodic schedule based on proofs of implementation of project phases? Please share details.

Answer: *Payment method will differ depending on the Award Type; as per the APS document, USAID BGA anticipates awarding In-Kind Award and Fixed Amount Awards (FAA).*

Under FAA Grant: Payment(s) will be based on achieving the agreed-upon milestones. The payment structure will be developed in cooperation with the grantee, and it will be approved in advance. Payment structure might have more than one milestone depending on the activity or support. Payments are scheduled against the milestones and are based on cost reimbursement for each completed/achieved milestone.

Under In-kind Grant: No payment will be directly made to the grantee, USAID BGA will procure the requested items (machinery, equipment ... etc.) in full on behalf of the grantee.

"Under any grant type, no cash or advance payment will be made to the grantees."
- 4. Question:** What are the required payment proofs?

Answer: *This depends on the type of grants to be awarded which can't be determined at this point. However, usually FAA Grants should involve proofs of payment, and depending on the nature of the approved activities under it, proof of payments might be in forms of but not limited to invoices, receipts, signed timesheet, attendance sheet, procurement package.*
- 5. Question:** What are the actions/items/services that we will receive funds for? Salaries, office rents, tickets, per diems, marketing/channel management services, material, event participation... etc.?

Answer: For ineligible expenses, please refer to the APS document Section II. Eligibility Information, part B. Cost Reasonableness and Ineligible Expenses. Also, refer to Section I. Program Description and objectives on insights/ideas on eligible and allowable activities/expenses. However, all proposed activities will be discussed case-by-case with all approved applicants.

6. **Question:** When you say the grant may award In-Kind items, could you please give an example of what In-Kind Awards the grant can provide?

Answer: Depending on the approved program description proposed by the grantee and based on the outcomes of the Growth Readiness Screening (GRS) and the Financial Viability Assessment (FVA) which will be conducted by USAID BGA Technical Team to the passed applicants, USAID BGA may authorize the purchase of machinery, appliances, and/or equipment, software. These are examples of In-kind assistance.

7. **Question:** Cost Sharing - the document states that applicants should propose contributions against the proposed activities in the application.

- a. What should we propose from our side (contributions) against the proposed activities in the application?

Answer a: The proposed cost share should be relevant to and complement the proposed activities and the requested assistance to achieve growth. Depending on the proposed program description and the underlying expenses these expenses might be split between the applicant and USAID BGA. Proposed cost share will be subject to negotiations with passed applicants to determine the most appropriate activities as cost share. For more details, please refer to the cost share article in the APS document under Section I.

- b. What is the expected percentage of cost sharing? How much of the cost is the grant covering?

Answer b: Applicant should propose a reasonable cost share percentage; however, the higher the cost share percentage the better as it provides stronger evidence that the potential grantee is committed. In all cases, the proposed cost share percentage will be negotiated case-by-case before fully executing the grant.

8. **Question:** Please help us understand the following from the document:

In the Cost Share Section: "Allowable costs considered include volunteer time; valuation of donated supplies, outsourced advisory, equipment, and other property; and use of unrecovered indirect costs. Moreover, monetary contributions, in-kind resources such as knowhow or other nonfinancial instruments are also valuable contributions. All contributions must be documented and verifiable."

Does that mean that we should document any non-monetary contribution to the program as our share of the cost? If so, please share accepted proofs of contribution. Like if it's a donated item, how do we prove it's been donated and used within the program. Same for volunteer hours... etc.

Answer: Cost share proofs will be discussed and agreed on with the potential grantee before fully executing the grant. It will be discussed case-by-case. However, all approved cost share should be documented with accepted proofs. This will be identified during the negotiation phase of the award.

9. **Question:** The document states that the program has the right to stop the fund or not to pay for specific actions. What governs that decision? Are there criteria or a set of KPIs that the program will be observing for such a decision? If so, please share.

Answer: *In general, the main criterion that governs this is the successful performance of the grantee during the implementation of the award. Also, the grantee's commitment with the terms and conditions mentioned in the grant agreement document.*

10. Question: We have a kind of a different theme that can be done in Madaba to enrich the tourist stay experience. Is there a possibility of having a grant to make this theme happen?

Answer: *USAID BGA through its grants program supports all sectors as long as it falls under the eligibility criteria and demonstrate sustainable and exponential growth potential. For more details on the eligibility criteria, please check section II. Eligibility Information in the APS document*

11. Question: After we have our application for the grant approved, how much time it will take to get the grant?

Answer: *please check the answer to Question 2.*

12. Question: Do you pay for us the total amount once a time or by phases? And if phases, what is the percentage of the amount per phase?

Answer: *please check the answer to Question 3.*

13. Question: If we applied for example to 20,000\$, do we get the whole amount or we may get partial amount of the grant?

Answer: *For payment methods, please check the answer to Question 3. However, it also depends on the proposed cost share whether it is part of the mentioned amount or not.*

14. Question: What should we propose from our side against the proposed activities in the application? (We are a Digital transformation enabler and a business solutions provider), we provide solutions such as cloud adoption solutions, Digital Payment Solutions, ACQR Solutions, Consulting Services, managed services, Business process Automation, Digital Banking solutions and Digital on boarding solutions, Analytics & digital reporting solutions.

Answer: *Please refer to Section I. Program Description and Objectives in the APS document for more information about the nature of the activities.*

15. Question: What is the time frame for applying? As you mentioned it's one year (11/3/2023-11/4/2024) right?

Answer: *Please check the answer to Question 1.*