



Development Innovations – Second Chance Fund

Annual Program Statement (APS)

Under USAID Contract No. AID-442-A-13-00003

Funding Opportunity Title:	Second Chance Fund
Announcement Type:	Annual Program Statement (APS)
Funding Opportunity Number:	APS No. 002
Issuance Date:	July 3, 2017
Submission of APS Questions:	Questions regarding APS requirements should be submitted in writing to grants@development-innovations.org no later than July 12, 2017 by 5:00pm . Answers to questions will be posted to www.development-innovations.org by July 19, 2017 .
Deadline for Final:	5:00pm Phnom Penh Time on August 5, 2017
Submission via email to:	grants@development-innovations.org

The purpose of this Annual Program Statement (APS) is to solicit concepts eligible for funding. DAI Global, LLC (DAI), through the United States Agency for International Development (USAID), is seeking *concept notes first*, then will request applicants to provide an *in-person presentation*.

SECTION 1 - FUNDING OPPORTUNITY DESCRIPTION

Who is Development Innovations?

Development Innovations (DI) is a five year USAID-funded project designed to grow and support an information and communications technology for development (ICT4D) community in Cambodia. The project helps civil society organizations (CSOs), social enterprises and technology companies design and use information and communication technology (ICT) solutions to address Cambodia's development challenges.

What is the APS looking to fund?

At Development Innovations, we want to capture important lessons that have been learned from failed ICT4D projects in Cambodia and harness those to develop successful ICT solutions.

In order to encourage this culture of experimentation and learning, DI will implement a "Second Chance Fund," a grants fund that offers applicants the opportunity to utilize the lessons they have learned from an unsuccessful ICT for Development project or tool to develop a **new approach** to the **same development problem**. An ICT for Development tool can be an app,

website, database, social media campaign, mobile data collection tool, or other technologies used to address a development issue.

The APS seeks concepts from CSOs and private-sector companies who have already tested, launched and/or implemented creative approaches to address development challenges using information and communications technology (ICT) tools, that **demonstrate the lessons learned** and show a **commitment to implement the changes** resulting from the learnings.

Below are some illustrative examples of second chance activities that would be eligible for funding:

- *Your organization built a functional tool but the original marketing campaign did not lead to successful registrations, and needs funds to implement **smarter marketing** through an innovative campaign to reach intended audiences.*
- *Your ICT tool was not taken up by the intended community, and your organization needs funds to conduct **(more) user testing** to improve the tool.*
- *Your company launched an app to solve a community issue, but realized through experience that **another tool** would better address that issue.*
- *Your ICT tool was not designed well and you need funds to bring in a professional to host an ideation **workshop**, or a human centered design workshop to develop a better project design framework and implementation plan.*

Development Innovations is not funding ICT4D tools/activities whose original activities were unsuccessful due to timing or internal/management issues, or technical glitches or malfunctions in the ICT4D tool.

Pursuant to 2 CFR 200.400(g) and 2 CFR 700.13, it is USAID policy not to award profit under assistance instruments such as grant awards. However, all reasonable, allocable, and allowable expenses, both direct and indirect, which are related to the grant program and are in accordance with applicable cost standards (2 CFR 200, 2 CFR 700, and the Federal Acquisition Regulation (FAR) Part 31 for-profit organizations), may be paid under the grant.

SECTION 2 - AWARD INFORMATION

DAI is seeking **concepts first**, then will shortlist applicants to provide an **in-person presentation**. If successfully invited for an in-person presentation, DAI will contact the applicant to provide all relevant instructions for the presentation. Presentations will be held no later than 5 weeks after the deadline of the final concept submission in this APS.

DAI will be providing funding for grant activities, with no single grant exceeding **\$15,000**. All award activities must have a period of performance of no more than **4 months** and **must be closed out by February 2018**. DAI may choose to fully fund or incrementally fund the selected application(s). The number of awards and amount of available funding is subject to change and DAI reserves the right to make no awards as a result of this APS.

SECTION 3 - MINIMUM ELIGIBILITY CRITERIA

In order to meet minimum eligibility criteria for grant award, the applicant or its grant application must:

- Be a civil society organization or private-sector company, officially registered in Cambodia
- Must address the Section 1 of the APS, and include lessons learned on why original ICT4D activity didn't work with evidence/data to demonstrate lessons learned (i.e. user feedback/testing data)
- Must follow all instructions provided in Section 4 of the APS
- Be submitted by the deadline as stated in the APS

SECTION 4 – CONCEPT SUBMISSION INSTRUCTIONS & INFORMATION

The concept note should be a summary of your proposed activity that requires funding. DAI is interested in the quality of ideas, rather than length of applications. We are seeking a 4-page concept note (not inclusive of a cover page) that responds to the objectives of this APS.

DAI will not review concepts that do not meet the instructions listed below or elsewhere in this APS:

- All applications must be submitted using the concept note template provided on <http://www.development-innovations.org/second-chance-fund/>
- All applications must be no longer than 4 pages. **DAI will not review applications that exceed the 4 page limit.**
- All applications must be submitted in either Word or PDF format via email, and must include Attachment A (see below)
- All applications must be submitted no later than the deadline on the cover page of this APS or subsequently announced deadlines if additional reviews are announced.
- Funds requested from DAI must not exceed \$15,000.
- All applications must be submitted in font size 11.
- All materials must be in English.

Concept note applications must include:

1. Cover (no count)
2. Technical Approach (2 pages)
3. Cost Summary (1 page)
4. Other Information (1 page)
 - a. Timeline/Workplan
 - b. Key Staff/Personnel

Attachments must include:

- A. Copy of organization's certificate of registration (no count)

Concept note application:

1. Cover (no count):

- Your cover is a brief introduction from your company– it should include all the information required in the template, including APS number & Name, Address of organization, Type of organization; contact point, etc.

2. Technical approach (no more than 2 pages):

- The Technical approach is your 'pitch' – this section should demonstrate how your company or organization:

- ❖ Tried an approach (and explain the original approach, duration, funder, etc.)
- ❖ Identified a failure or failed aspect (and demonstrate understanding of why approach didn't work)
- ❖ Identified lessons learned (and explain how you learned! Show us examples and data from surveys, interviews, user feedback, etc.)
- ❖ Propose a new approach (and identify why/how ICT can still help)

If re-designing a technical tool, applicants must be willing to use existing technology or open source technology, and commit to sharing code. Any new code developed or content created under this fund need to be either licensed as 1) open source¹; or 2) Creative Commons².

3. Cost Summary (no more than 1 page)

The cost summary should show us the breakdown of amount of funds requested, and a breakdown of how those funds will be allocated for this activity (e.g., salaries, travel, services, equipment, etc.). Funds requested should not exceed \$15,000.

4. Other Information (no more than 1 page)

a) Timeline/Workplan

In this section, you should provide a proposed timeline/workplan of the activity.

b) Key Staff/Personnel

This section should include names of *up to* 4 key staff implementing the activity, with a short summary of relevant skills and experience that demonstrate their ability to successfully implement the activity. This could include one or more TBD positions, if you are planning to hire consultant(s) to support the activity.

Attachment(s)

- A. Copy of organization's certificate of registration (no count)

SECTION 5 – IN-PERSON PRESENTATION INFORMATION

If successfully invited for an in-person presentation, DAI will contact the applicant and provide all detailed instructions for the presentation. The applicant will be required to provide a 20 minute presentation to the evaluation committee accompanied by a concise PowerPoint slide deck, reiterating the key learnings and presenting proposed activities for funding. Following the presentation, the evaluation committee may ask clarification questions.

Presentations will be held no later than 5 weeks after the deadline of the final concept submission in this APS.

SECTION 6 – SELECTION CRITERIA

¹ Any new code created under this grant needs to be made freely available so others can redistribute the code and modify.

² Under this grant any content created, including, but not limited to: videos, graphic designs, marketing materials and training materials, will need to be licensed so others have the right to share, use, and build upon the creative work.

All applications that meet the minimum eligibility criteria and follow all instructions stated in the APS will be reviewed by the evaluation committee. Applicants whose concept note applications follow successfully align with the objectives of the APS will be invited for an in-person presentation.

Throughout the evaluation process, DAI shall take steps to ensure that members of the grant committee do not have any conflicts of interest or the appearance of such with regard to the organizations whose applicants are under review. An individual shall be considered to have the appearance of a conflict of interest if that person, or that person's spouse, partner, child, close friend or relative works for or is negotiating to work for, or has a financial interest (including being an unpaid member of a Board of Directors) in any organization that submitted an application currently under the committee's review. Members of the committee shall neither solicit nor accept gratuities, favors, or anything of monetary value from parties to the awards.

Concept note applications will be evaluated based on the following:

Description	Weight
1. Technical approach is reasonable and implementable within proposed timeframe and budget	10 points
2. Demonstrates clear learnings from original ICT4D activity supported by data and evidence	15 points
3. Demonstrates how learnings from original ICT4D activity translate to the success of proposed, new activity	15 points
4. Key personnel and staff proposed have the relevant skills and experience to implement proposed activity	10 points
TOTAL	50 points

*Concept notes with a minimum score of **40 points** will be invited to an in-person presentation at Development Innovations office in Phnom Penh. All eligible applicants must be able and willing to travel to Phnom Penh at their organization and company's own expense.*

In-person Presentations will be evaluated based on:

Description	Weight
5. Presenters must include at least 2 key personnel and must demonstrate understanding of Criteria 1-4	10 points
6. Presenters are able to provide clear explanations and evidence based answers to Evaluation Committee's questions, and are able to provide	15 points

additional information/data to the concept note as requested	
7. Presenters are able to make clear and reasonable arguments to support their proposed activities and objectives, or shows willingness to take Evaluation Committee's suggestion(s) for consideration and justification	15 points
8. The proposed activity provides tangible and verifiable results and presenters are able to show clear hypothesis and anticipated risks and mitigation methods that can determine the project success and failure	10 points
TOTAL	50 points

*Applicants with a total combined minimum score from the concept note and in-person presentation of **75 points** will be invited to co-design a grant proposal for funding.*

SECTION 7 - DAI PROJECT CONTACTS

The point of contact for this APS and any questions during the APS process are:

- grants@development-innovations.org

Any prospective applicant desiring an explanation or interpretation of this APS must request it in writing. Any information given to a prospective applicant concerning this APS will be furnished promptly to all other prospective applicants as an amendment of this APS, if that information is necessary in submitting applications or if the lack of it would be prejudicial to any other prospective applicants.

SECTION 8 – AWARD AND ADMINISTRATION INFORMATION

(1) Post- Selection Information

Following selection of an awardee, DAI will inform the successful applicant concerning the award. A notice of award is given via email by the Grants Manager. DAI also will notify unsuccessful applicants concerning their status after selection has been made in writing no later than **September 30, 2017**.

(2) General Information on Reporting & Monitoring Requirements

A description of reporting requirements will be included in the Grant Agreements. The types of reporting required, along with the schedule of reporting, will depend on the grant type and project duration. In addition, DAI staff will monitor projects in terms of both programmatic and financial. Grant recipients will be expected to facilitate monitoring by making relevant information available to DAI staff.

(3) General Information on Standard Provisions

Awards to U.S. organizations will be administered in accordance with 2 CFR 200, 2 CFR 700, , ADS 303 and USAID Standard Provisions for U.S. nongovernmental organizations. For non-U.S. organizations, USAID Standard Provisions for non-U.S. non-governmental organizations would apply. Applicants may obtain copies of the referenced material at the following websites:

- 2 CFR 200
- 2 CFR 700
- Standard Provisions for U.S. Nongovernmental Recipients:
<http://www.usaid.gov/policy/ads/300/303maa.pdf>
- Standard Provisions for Non-U.S., Nongovernmental Recipients:
<http://usaid.gov/policy/ads/300/303mab.pdf>

(4) Branding

All USAID-sponsored assistance awards are required to adhere to branding policies and revised marking requirements for grants and cooperative agreements in accordance with ADS 320. This includes visibly displaying the USAID Standard Graphic Identity that clearly communicates assistance is, "From the American people" on all programs, projects, activities, publications, public communications, and commodities provided or supported through USAID assistance awards. ADS 320 requires that, after the evaluation of the applications, DAI Staff will request the Apparently Successful Applicant to submit a Branding Strategy that describes how the program, project, or activity is named and positioned, how it is promoted and communicated to beneficiaries and cooperating country citizens, and identifies all donors and explains how they will be acknowledged. DAI will not competitively evaluate the proposed Branding Strategy. ADS 320 may be found at the following website: www.usaid.gov/policy/ads/300/320.pdf.

List maintained by the US Treasury (online at www.SAM.gov) or the United Nations Security Designation List (online at: http://www.un.org/sc/committees/1267/aq_sanctions_list.shtml).

SECTION 9 - OTHER INFORMATION

Issuance of this APS does not constitute an award commitment on the part of DAI, nor does it commit DAI to pay for costs incurred in the preparation and submission of an application. Further, DAI reserves the right to reject any or all applications received. Applications are submitted at the risk of the applicant. All preparation and submission costs are at the applicant's expense.