



USAID
FROM THE AMERICAN PEOPLE

USAID FINANCIAL SECTOR REFORM ACTIVITY

Expressions of Interest (EOI) Financial Sector Reform Activity FSR-011 in support of financing for Micro, Small and Medium-sized Enterprises

GRANT PROGRAM APPLICATION PROCEDURES
AND REQUIREMENTS

11.01.2023

ELIGIBILITY CRITERIA



Legally registered and doing business in Ukraine



Demonstrated capacity to achieve EOI objectives

SUBMISSION REQUIREMENTS

A PowerPoint presentation (maximum 10 slides) that includes the following:

1. Organizational overview and track record in providing or facilitating MSME finance
2. Description of the catalytic funding request: purpose, how it would work, KPIs, and why USAID support is critical and provides additionality
3. Leverage to be achieved for the catalytic funding received
4. Target businesses and geography
5. Monitoring program for financial result and positive impact on borrowers
6. Governance and management team
7. Legal registrations and licenses

Other requirements for PowerPoint presentations:

- May be in English or Ukrainian.
- Title Slide (not counted against slide limit) showing Respondent Name/Group; Contact Information; and Response Title.
- Be up to 10 megabytes.
- Include two submission attachments: one in .ppt and the other one in .pdf format.

IMPORTANT DEADLINES

Written Q&A

Questions should be submitted to
FSR_Applications@dai.com
no later than **January 12, 2023**

- Questions sent to other email addresses will not be addressed
- The FSR team will not respond to emails directly. Instead, one Q&A document containing all questions received from all prospective applicants (both via email submissions and during the online Q&A session) will be distributed to everyone on the call/distribution list and published online

Proposals

PowerPoint presentations should be emailed to
FSR_Applications@dai.com
no later than **22:00 EST on February 6, 2023**

- An email confirming receipt of the submission will be sent after the submission deadline
- An eligible organization/company may submit more than one proposal in response to this EOI. All proposals should follow the same submission requirements

PROCESS



■ Stage 1 (EOI)

FSR and USAID/Ukraine will evaluate submissions based on the guidelines and criteria set forth in this EOI. FSR may request additional information/clarification from the prospective applicant.

Timeline: 1-2 months depending on the number of submissions.

FSR will select a shortlist of firms from the submitted EOIs that will be invited to submit an application in response to a subsequent Request for Applications (RFA). Not all EOI submissions may be advanced to Stage 2.

■ Stage 2 (RFA)

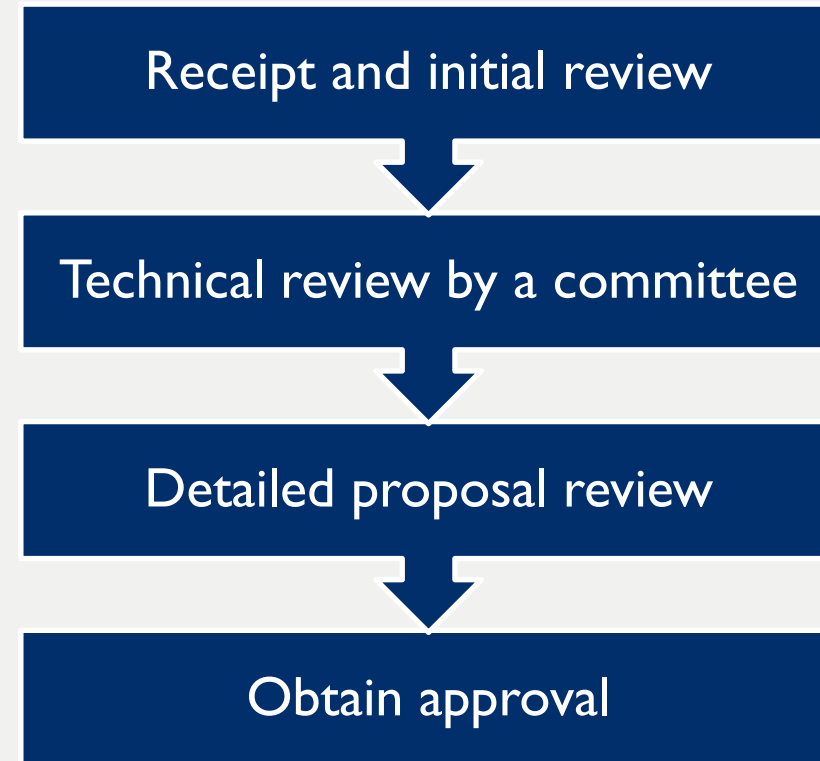
FSR intends to send an RFA to the shortlisted applicants to request a detailed application submission. An evaluation committee will review all applications submitted in response to the RFA in accordance with the evaluation criteria indicated in the RFA. The application(s) selected forward will be negotiated for program description and total price/budget and may result in a grant agreement issued by FSR. All awards are contingent on USAID approval.

STAGE 2 (RFA)

RFAs typically include:

- Technical scope of the grant program
- Anticipated number of awards and ceilings
- Types of organizations targeted
- Period of Performance
- Submission requirements
- Cost-share requirements (what percentage of cost-share is expected, if any)
- Selection criteria (e.g., past performance and capability, project justification and design, cost effectiveness, potential for sustainability)
- Standard provisions included in the grant agreement

Application Steps



TYPES OF GRANTS

In-Kind:

- FSR procures goods/services and gives them to the grantee. No payments are made directly to the grantee.
- Outputs could include inventory lists or photos of ribbon cutting ceremonies.
- No limit on grant to a non-US NGO.

Fixed Amount Award (FAA):

- Payments are made based upon completion and acceptance of program milestones.
- Appropriate if milestones are easily identifiable, and initial budget can be fully vetted up-front.
- 3-year max period.
- No advances are allowed under FAA.
- No limit on grant to a non-US NGO.

Simplified:

- Reimbursement of actual costs based on receipts and financial reports.
- No indirect costs.
- Advances are allowed.
- No equipment valued at over \$5,000 can be purchased. No ineligible or restricted goods allowed.
- Award amount cannot exceed the simplified acquisition threshold (currently \$250,000).

Standard:

- Funds can be distributed through an advance or as a reimbursement.
- Grantee can bill indirect costs if they hold a NICRA approved by a USG agency.
- No limit on grant to a non-US NGO.

OTHER CONSIDERATIONS

- In order to determine financial capability of the applicant, FSR may ask for three years of audited financial statements or balance sheets/income statements, cash flow, organization chart, applicable policies and procedures (accounting, purchasing, property management, personnel). In cases that require further information, FSR may also verify financial responsibility and institutional capability by inspections, letters from other donors, and/or on-site visits.
- Applicants must be registered in the System for Award Management (SAM) and acquire a Unique Entity ID (UEID) before an award can be made.
- Non-US recipients must perform an annual audit in accordance with USAID's Standard Audit Guidelines if they expend \$750,000 or more in US government awards in a fiscal year (all federally funded awards, not only USAID awards). Audit should be performed by independent auditing firms approved by USAID.
- All grantees with FSR awards over \$500,000 will be required to submit an annual TIP Certification.
- Grant can be amended for many reasons including to adjust the budget, milestones, scope of work or for period of performance (USAID approval typically needed).
- If procuring equipment is part of a grant, such procurement should follow source and nationality rules defined in the contract (grantees are authorized to purchase goods and services from the US, Ukraine and developing countries, but excludes advanced developing countries and prohibited source countries).
- Some grant activities may need an environmental screening (e.g., infrastructure/construction, building rehabilitation, agricultural activities)