

FABRI Further Advancing the Blue Revolution Initiative

Funding Opportunity:	MENA NWC Water Innovation Fellowships (WIF) Small Grants Program
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Questions Due By:	Questions are accepted continuously
Date Window for Submission of Proposals:	September 1, 2013 to January 2, 2015
Submit Proposals to:	mena-nwc-waterinnovations@dai.com

This Annual Program Statement (APS) invites proposals for the Middle East and North Africa Network of Water Centers of Excellence (MENA NWC or “the Network”) Water Innovation Fellowships. (See Annex A for a description of MENA NWC.) Proposals are funded by the United States Agency for International Development (USAID) to:

1. Provide an exciting opportunity for water research scientists and practitioners to pursue their unrealized professional interests/dreams and enhance their career development
2. Foster scientific research or outreach partnerships between (a) scientists or practitioners in the Middle East and North Africa and (b) a Network Center
3. Develop and carry out creative and innovative activities that have a demonstrable impact on the water sector in the Middle East and North Africa
4. Stimulate knowledge creation and exchange in the water sector

Development Alternatives, Inc. (DAI)/Further Advancing the Blue Revolution Initiative (FABRI) administers the Water Innovation Grants on behalf of USAID.

To seek funding for research projects under this program, an applicant must be (1) the citizen of a Middle Eastern or North African country, (2) currently resident of a country in the Middle East or North Africa where a MENA NWC Center is present, and (3) employed by an institution or entity based in the Middle East or North Africa. The Water Innovation Grants intend to build a strong partnership between one research scientist or one water practitioner (“Fellow”) and one Network Center (“Grantee”). FABRI will pair successful applicants with member Centers of MENA NWC, based on best fit. Grant agreements will be signed with the Centers as Grantees who will receive and disperse funds or materials to the

scientist or practitioner as Fellow. Applicants can email mena-nwc-waterinnovations@dai.com to verify whether or not a MENA NWC Center is present in their country.

Technical and Cost Proposals can be submitted on a rolling basis between September 1, 2013 and January 2, 2015. DAI/FABRI will accept and review proposals continuously until grant funds are fully allocated.

Grants awarded under this APS must end no later than January 31, 2016. A funding pool of US \$250,000 is available for grants under this APS. Research projects funded under this program may range in size from \$5,000 to \$25,000, with most projects anticipated at the lower range. Only in exceptional circumstances will DAI/FABRI fund projects in excess of \$15,000. Applicants must clearly demonstrate in their proposals that they can manage and spend the proposed budget within the period of performance. Grant disbursements will be made directly to a Network Center in local currency.

Any questions concerning this APS should be submitted in writing to the WIF Grants Manager at mena-nwc-waterinnovations@dai.com. DAI/FABRI will only review complete proposals submitted in accordance with the instructions in this APS. Email proposals to mena-nwc-waterinnovations@dai.com.

Issuance of this APS does not constitute an award commitment on the part of DAI/FABRI nor does it commit DAI/FABRI to pay for costs incurred in the preparation and submission of a proposal. DAI/FABRI reserves the right to reject all proposals or reject portions of any proposal or cancel this APS at any time for any reason.

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SECTION I - FUNDING OPPORTUNITY DESCRIPTION

(1) Background

The Middle East and North Africa face increasing water scarcity, population growth, pollution, climate change, and competing demands for limited water resources. To address these challenges, MENA NWC, with funding support from USAID, has created the MENA NWC Water Innovation Fellowships (WIF) Program to stimulate partnerships between researchers and practitioners (as “Fellow”) in the Middle East and North Africa and the Network’s Centers (as “Grantee”) and to reward innovative thinking to solve water problems. The small grants program complements the Policy, Research and Development (PR&D) Grants and the Young Water Scientists Partnerships (YWSP) Small Grants, also funded by USAID/FABRI, which are different in size and scope. USAID has charged DAI/FABRI with administering the Water Innovation Fellowship Grants Program.

(2) MENA NWC WIP Small Grants Program Strategic Objectives

The strategic objectives of the MENA NWC Water Innovation Fellowships are to:

- Provide an exciting opportunity for water research scientists and practitioners to pursue their unrealized professional interests/dreams and enhance their career development
- Foster scientific research or outreach partnerships between (a) scientists or practitioners in the Middle East and North Africa and (b) a Network Center
- Develop and carry out creative and innovative activities that have a demonstrable impact on the water sector in the Middle East and North Africa
- Stimulate knowledge creation and exchange in the water sector

Water Innovation projects must address a policy, operational, technical, or managerial issue that is identified by stakeholders in government, research or academic entities, business, NGOs or civil society. Projects should have a real-life application and a concrete impact in the water sector.

(3) Research Program Themes and Priority Research Areas

MENA NWC has five Thematic Partnerships which form the focus of the Network’s technical program. The table below outlines the Thematic Partnerships and illustrative research areas. Water Innovation Grants proposals must address one or more of these Thematic Partnerships.

Thematic Partnership	Illustrative Research Areas
Water Use Efficiency and Productivity	<ul style="list-style-type: none">• On-farm water-use efficiency and productivity• Policy and financial analysis
Groundwater	<ul style="list-style-type: none">• Artificial and natural groundwater recharge/discharge• Groundwater monitoring technologies and degradation• Socioeconomics of groundwater (governance, economics and policy)
Non-Conventional Water	<ul style="list-style-type: none">• Economics and finance of desalination• Economics and finance of wastewater reuse and reclamation• Policy analysis
Food/Energy/Water Nexus	<ul style="list-style-type: none">• Renewable energy• Policy and financial analysis

Thematic Partnership	Illustrative Research Areas
Water Supply and Sanitation	<ul style="list-style-type: none"> • Water quality standards, management and enforcement • Improved service delivery • Climate change adaptation • Energy efficiency • Policy and financial analysis

(4) Illustrative Activities

Water Innovation Fellowships will support only those activities that are consistent with the objectives of MENA NWC. The following are examples of activities that may be supported:

- Laboratory testing
- Field research
- Technology adaptation and modification
- Design and/or development of software and tools
- Policy and legal analysis
- Public awareness campaign
- Public dialogue
- International travel to develop capacity in a new area or on a new approach
- Seed money for preparing larger, long-term proposals

Applicants are encouraged to consider activities that are practical and have a real-life application in the water sector.

(5) Grantee Responsibilities and Reporting Requirements

The grant agreement specifies the roles and responsibilities of the Network Center as the Grantee. In addition, each research project has an agreed-upon detailed work plan with milestones and outputs developed by the applicant. All Grantees are subject to regular and periodic monitoring and reporting requirements. The reporting requirements and the frequency of reporting are dependent on the work plan and milestones of the research project.

It is the responsibility of the Network Center as the Grantee to maintain books, records, documents, and other evidence relating to the research project, as provided by the Fellow. Accounting records, supported by documentation, at a minimum, must show all costs incurred under the grant agreement, receipt and use of goods and services acquired under the grant agreement, and costs of the research project supplied from other sources. Grantees must adhere to USAID regulations, including requirements to maintain records for a minimum of three years and to make accounting records available for review by appropriate representatives of USAID or DAI/FABRI.

Each Fellow in association with a Grantee must submit a final completion report on activities supported by the grant. For research projects completed in less than a six-month period, all Fellows must submit a final expense and activity report, accompanied by supporting documents, to DAI/FABRI upon completion. For research projects exceeding a six-month timeframe, quarterly and final expense and activity reports (accompanied by supporting documentation) are submitted to DAI/FABRI or as otherwise specified in the grant agreement. All reports are submitted to DAI/FABRI directly by the Center with the assistance of the Fellow.

SECTION II - GRANT INFORMATION

(1) Grant Dispensation

Proposals must be submitted by an applicant directly to FABRI as required in Section III. DAI/FABRI will issue grants to the sponsoring Center based on the application's budget. FABRI will pair successful applicants with member Centers of MENA NWC, based on best fit. The Network Center or Grantee is responsible for maintaining its accounting records, submitting invoices to DAI/FABRI, and for disbursing funds to its partnering Fellow. The scientist or practitioner Fellow will work collaboratively with the sponsoring Network Center according to the project's work plan as described in the proposal.

(2) Estimated Funding Level

The total funding for the grants program is \$250,000. Research projects funded under this program may range in size from \$5,000 to \$25,000, with most projects anticipated at the lower range. Only in exceptional circumstances will DAI/FABRI fund projects in excess of \$15,000. Applicants must clearly demonstrate in their proposals that they can manage and spend the proposed budget within the period of performance.

(3) Funding Uses

The allowable uses for the grants include, but are not limited to, the following:

- Research project-related meetings of stakeholders
- Software purchases
- Limited hardware purchases
- Travel and transportation
- Commodities costing less than \$2,500
- Internet and communication services
- Reference materials
- Publication-related costs, such as layout, printing, and distribution
- Seed money to prepare a larger, long-term proposal
- Scientists' salaries

Costs that are not allowable include the following:

- Honoraria
- Creation of endowments or special, enduring funds
- Goods restricted and prohibited under USAID regulations or the laws of the beneficiary country, including weapons/arms, seeds and fertilizers
- Luxury items, including cars
- Personal or institutional debts or unrelated commitments
- Financial support for non-related activities

(4) Anticipated Performance Period

Grants awarded under this APS must be completed prior to January 31, 2016.

(5) Administration of Grants

The U.S. government uses a variety of mechanisms to keep track of how federal assistance money is awarded and dispersed. MENA Centers receiving grants under this program must provide:

- A DUNS Number
- A NATO Commercial and Government Entity (NCAGE) code
- Evidence of a current registration in the D&B website and the System for Award Management (SAM)

Centers can access the D&B website at <https://iupdate.dnb.com/> to update their organization's profile. Similarly, Centers can register and annually update their information on the SAM website at <https://www.sam.gov>. NCAGE codes can be requested from the following website: http://www.dlis.dla.mil/forms/form_AC135.asp. Registrations must be updated annually.

Grants will be administered in accordance with 22 CFR Part 226 (for Non-Governmental Organizations), OMB Circulars A-21 (for universities) or A-122 (for non-profit organizations), ADS 303 (for Non-Governmental Organizations), ADS 308 (for Public International Organizations), ADS 350 (for Foreign Governments), and USAID Standard Provisions for non-U.S. non-governmental organizations. Proposers may obtain copies of the referenced material at the following websites:

22 CFR Part 226, Administration of Assistance Awards to U.S. Non-Governmental Organizations

<http://ecfr.gpoaccess.gov/cgi/t/text/text-idx?c=ecfr&sid=dd0d0cac25e4d674d754c18ef689a151&rgn=div5&view=text&node=22:1.0.2.2.2.23&idno=22>

OMB circulars:

<http://www.whitehouse.gov/omb/circulars/>

ADS Chapter 303, Grants and Cooperative Agreements to Non-Governmental Organizations:

<http://www.usaid.gov/policy/ads/300/303.pdf>

Mandatory Standard Provisions for Non-U.S., Nongovernmental Recipients, Mandatory Reference for ADS Chapter 303:

<http://usaid.gov/policy/ads/300/303mab.pdf>

ADS Chapter 308, Awards to Public International Organizations

<http://transition.usaid.gov/policy/ads/300/308.pdf>

ADS Chapter 350, Grants to Foreign Governments

<http://transition.usaid.gov/policy/ads/300/350.pdf>

SECTION III - ELIGIBILITY INFORMATION

(1) Eligible Applicants

The Water Innovation Fellowship Small Grants Program is open to water research scientists and water practitioners of any age. Applicants must be (1) citizens of a Middle Eastern and North African country that is eligible for USAID funding, (2) currently resident of a country in the Middle East or North Africa where a MENA NWC Center is present, and (3) full-time employees of an institution or entity based in the Middle East and North Africa. Applicants may be full-time employees of Network Centers, research or academic institutions, government, business, NGOs and civil society organizations. Applicants can email mena-nwc-waterinnovations@dai.com to verify whether or not a MENA NWC Center is present in their country.

(2) Eligible Sponsoring Network Centers

The WIF Program intends to build a strong partnership between research scientists or practitioners and MENA NWC Centers. FABRI will pair successful applicants with member Centers of MENA NWC, based on best fit. Grant agreements will be signed with the Centers as Grantees who will receive and disperse funds or materials to the scientist or practitioner as Fellow.

The grants will be awarded on a competitive basis. Project proposals must be submitted in accordance with the objective and focus areas of the program. Applicants may submit proposals between September 1, 2013 and January 2, 2015. DAI/FABRI will accept and review proposals continuously until grant funds are fully allocated.

(3) Cost Share/External Funding

DAI/FABRI encourages applicants to seek funding (co-financing) in cash and in-kind from external sources to expand their resources and demonstrate stakeholder interest. Sources of co-funding may include MENA NWC Centers, utilities, governments, businesses, civil society organizations, and similar entities.

(4) Geographic Code-935

Procurement is covered by USAD Geographic Code 935 which authorizes Grantees and DAI/FABRI to purchase goods and services from any country, except the foreign policy restricted countries: Cuba, Iran, Laos, North Korea, and Syria. In addition, agriculture commodities, motor vehicles, pharmaceuticals, pesticides, fertilizer, and used equipment are restricted goods and require prior approval from DAI/FABRI and USAID before purchasing.

SECTION IV - PROPOSAL SUBMISSION INFORMATION

Technical and Cost Proposals must include all components indicated as required in the proposal checklist at the end of this APS. Submit the Technical Proposal in Word or PDF format, following the outline provided with this APS, and adhering to word limits where indicated. Submit the Cost Proposal Workbook in Excel format with all formulas visible. All proposals must be submitted in electronic form to mena-nwc-waterinnovations@dai.com. Applicants may only submit one proposal at a time. Applicants may submit an additional proposal only after they have received a letter notifying them of the WIP Selection Committee's decision regarding their previous proposal submission.

Cover Letter (Microsoft Word or PDF format)

The cover letter should include the following (See Annex B):

- Title of the project
- Start and end dates of the project (for a maximum of 12 months ending no later than January 31, 2016)
- Applicant's name, telephone numbers, email addresses, and employer
- Total cost of the research project
- Total amount of cost share/external funding, if applicable

Technical Proposal (Microsoft Word format)

Applicants must submit a technical proposal using the provided template. Technical proposals must be written in English or French and should be no more than 10 pages in 11 point font Times New Roman. The technical proposal must include:

- Abstract or summary (roughly 50 words)
- Objectives of the proposed project (2 concisely stated objectives)
- Description of the challenge that the project intends to address (25-50 words)
- Identification of stakeholders involved in implementing the project and how they will be engaged (250 words)
- Beneficiaries of the proposed project (50-100 words)
- A step-by-step description of the approach and activities (1-2 pages)
- Explanation of how the project is innovative (50-100 words)
- Two or three major products (1 page)
- How the research project will be managed, and on what timeframe the program will be implemented (1 page)
- Two page CV of the applicant, including previous work and experience and capacity to implement the proposed project
- Certificate of current full-time employment

Cost Proposal (Excel format)

Applicants must submit a cost proposal using the provided template. The Cost Proposal template is designed to capture the costs in an Excel workbook. Please carefully review the instructions in the Cost Proposal template. The cost proposal must include:

- Detailed budget in U.S. dollars including in-kind (for example, office space, equipment use, materials) and external funding, if applicable
- Budget justification by line item

- Procurement plan, if applicable

SECTION V – PROPOSAL REVIEW INFORMATION

(1) Review Procedure

A Technical Selection Committee will review all complete proposals and recommend one of the following:

1. **Award:** Approve the project as proposed.
2. **Provisional Award:** Approve the project subject to requested proposal modifications.
3. **Decline:** Decline the project.

All awards are subject to the approval of USAID Contracting Officer's Representative (COR).

(2) Evaluation Criteria

The review panel will evaluate proposals according to the following evaluation criteria and scoring system:

- **Technical merit (0-30 points):** The technical focus of the project must fall within one of the Network's five thematic partnerships. It should have clearly stated objectives and a sound, credible, step-by-step technical statement of work.
- **Innovation (0-50 points):** The research project should be creative, offering a new approach to an existing challenge.
- **Relevance and likely impact (0-20 points):** The project must address a policy, operational, technical or managerial issue that is identified by stakeholders in government, business or civil society. The project should develop practical interventions to address a key problem in the Middle East and North Africa water sector.

DAI/FABRI will notify applicants by email if the application has been approved or declined. If the application is approved, the email will launch final negotiations concerning the budget for the grant. It will also identify the partnering Center. If the application is not approved, the email will explain why the project was not successful.

SECTION VI - DAI/FABRI PROJECT CONTACTS

The point of contact for this APS is:

Dr. Peter Reiss
FABRI Chief of Party
7600 Wisconsin Avenue, Suite 200
Bethesda, MD 20814, United States
Phone: +1.301.771.7992
Email: mena-nwc-waterinnovations@dai.com

Any prospective proposer desiring clarifications of this APS must submit such requests by email. Oral explanations or instructions given before award of a grant will not be binding.

SECTION VII - OTHER INFORMATION

Issuance of this APS does not constitute an award or commitment on the part of DAI/FABRI, nor does it commit DAI/FABRI to pay for costs incurred in the preparation and submission of a proposal. DAI/FABRI reserves the right to fund any or none of the proposals submitted.

Branding and Marking

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/FABRI 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.

ANNEX A PROPOSAL CHECKLIST

Please review your proposal carefully before submitting it to ensure that you have all the following components. DAI/FABRI will not review incomplete proposals.

Cover Letter (Microsoft Word or PDF format)

- Title of the project
- Start and end dates of the proposed project
- Applicant's name, telephone number, email address, and current full-time employer
- Total cost of the proposed project
- Total amount of cost share/external funding, if applicable

Technical Proposal (Microsoft Word format)

- Abstract or summary (roughly 50 words)
- Objectives of the proposed project (2-3 concisely stated objectives)
- Description of the challenge that the project intends to address (25-50 words)
- Identification of stakeholders involved in implementing the research project and how they will be engaged (250 words)
- Beneficiaries of the proposed project (50-100 words)
- A step-by-step description of the approach and activities (no more than three pages)
- Explanation of how the project is innovative (50-100 words)
- Two or three major products
- Description of how the project will be managed, and on what timeframe the project will be implemented (1-2 pages)

Supporting Documentation (Microsoft Word or PDF format)

- Two page CV of the applicant, including previous work and experience and capacity to implement the proposed research project
- Certificate of current full-time employment

Cost Proposal (Excel format)

- Detailed budget in U.S. dollars including in-kind (for example, office space, equipment use, materials) and external funding, if applicable
- Budget justification by line item

ANNEX B
SAMPLE COVER LETTER ON INSTITUTIONAL LETTERHEAD

Peter Reiss
Chief of Party
7600 Wisconsin Avenue, Suite 200
Bethesda, MD 20814
United States
Phone: +1.301.771.7977

Email: mena-nwc-waterinnovations@dai.com

Subject: Grant Application for DAI/FABRI WIP Small Grants Program

Date of the Application:

Project Title:

Start and End Dates of the Project:

Applicant's Name:

Telephone:

Email Address:

Name of Current Full-time Employee:

Total Cost of Project (not including cost share/external):

Total Amount of Cost Share/External Funding, if Applicable:

This application is for the DAI/FABRI Water Innovation Small Grants Program. In accordance with the APS, we have attached the Technical Proposal, Supporting Documentation, Cost Proposal and we have or will have the financial resources to fully fund our contribution to the overall cost of the proposed activities.

We appreciate your timely consideration of our application.

Sincerely,

Name
Position
Contact Information