

## **Responses to Questions Asked by Potential Applicants**

1. Can our organization opt for either a fixed amount grant or cost reimbursement grant?

*Your organization can not opt for either a fixed amount award or cost reimbursement award. Plan International Kenya - Nilinde project will decide on the most appropriate instrument for the award for each specific award.*

2. Please give us more information on duns, data universal numbering system.

*DUNS number is a nine digit number established and assigned by Dun and Bradstreet, Inc. (D & B) to uniquely identify entities. All sub awards, both US and foreign are required to have a DUNS number in order to apply for, receive and report on a Federal award. A DUNS number may be obtained from D & B by telephone (currently 866-705-5711) or the internet (currently at <http://fedgov.dnb.com/webform>).*

3. Is it mandatory for all the members of the organization to attach their CVs on the grant application on submission of the same?

*CVs are required for all project personnel that are expected to play a critical function in the management and implementation of the sub award – this includes: finance staff, and technical staff leading OVC, and economic strengthening activities. It is strongly recommended that each CV be a maximum of 1-page.*

4. In case of managing to receive additional recommendations after submission, can we deliver the documents as an additional attachment?

*No additional documents will be accepted after the submission deadline.*

5. Can our organization post their 5 year work plan and program to Nilinde?

*There is no need to present a five-year work plan; Plan International is intending to issue one-year sub-awards with the potential for extension based on performance and availability of funds.*

6. Within the text of the RFA, Mombasa County is mentioned but in the table indicating number of OVCs, it is omitted. Kindly clarify if Mombasa is among the counties we can bid for.

*Mombasa County is not included in this RFA.*

7. Is there a limit to the number of grants an organization can bid for or is this restricted to one?

*The number of grants that can be awarded to an organization is limited to one for the Nilinde Project Small Grants Fund.*

8. We can get CVs for the current employees but, for those who might not be employed we do not have their CVs. Please explain how to go about it?

*Applicants are expected to provide evidence of their capacity to undertake and accomplish the proposed activities. If the staff are not currently on board, the organization should provide a proposed staffing plan/structure – noting which positions are vacant.*

9. What is the percentage that should be allocated to salaries/benefits and administration?

*The personnel and administration costs should not be more than 30% of the total budget*

10. What will be the mode of funding?

*Nilinde Project will either use Cost Reimbursement Award or Fixed Award Amount.*

11. Do we include in this budget the allowances for CHWs or that will be a separate budget?

*Yes you can include allowances for the CHWs at the rate you have been paying as guided by your policies.*

12. I would like to know if we are supposed to do activities as outlined in the 2 output areas as they are, or can we choose the activities that we feel we can comfortably be able to do to reach the project objective?

*Applicants are welcome to propose alternative activities to achieve the desired outputs. However, all applicants are expected to submit a plan and budget to achieve Outputs 1 and 2.*

13. Our organization is interested in doing activities in out puts 1 and 2 as those activities in those areas are actually what we do is it ok?

*Applicants are expected to submit applications that respond to both Outputs 1 and 2.*

14. Are we supposed to do an implementation plan for year one only, or do we do an implementation plan for the five years and also do a budget for the same?

*For the purposes of this RFA, applicants are expected to submit a one-year plan and budget.*

15. What are the targets for Makadara, Embakasi and Kamukunji for the 5 years since the geographical coverage provides for a summary of the distribution of beneficiaries in year 1 as - Makadara;- **7844**, Embakasi : **4617** and Kamukunji – **17228**.

***The targets for the purposes of this RFA include Year 1 targets: Kamukunji: 10,000, Makadara: 7,844 and Embakasi: 4,617. Additional beneficiaries will be enrolled in subsequent years of the program.***

16. Can we do a proposal to implement the project in coast through another organization, since we have structures and personnel on the ground but we don't have a physical address in Mombasa?

***The recipient should remain responsible for the work that is sub awarded. It is therefore not recommended for the recipient to obtain services from lower-tier sub-recipients.***

17. In the "Nilinde Project Small Grants Fund", would you please advise us on the unit cost per child (or household)?

***The project will not provide a unit cost per child (or household) as the cost ratios will vary by partner and location.***