| **Issuance Date:** | December 10, 2024 |
| **Subject:** | Answers to Questions in response to Prosper Africa Tech for Trade Alliance Call for Applications Number 217771-2024-001 |

The purpose of this amendment is to provide answers to questions received by the question submission deadline of 23:59 (EST) on November 30, 2024. Answers to questions received are provided in Attachment A below.

Sincerely,

Rachel Simon
eTrade Alliance Project Manager

Attachment A: Answers to Questions

1. **What types of organizations are best suited to submit concepts?**
   African Drone Forum (ADF): ADF is a pioneering community dedicated to advancing drone technology and innovation across Africa. By bringing together policymakers, innovators, investors, and industry leaders, ADF highlights the transformative potential of drones in sectors such as healthcare, agriculture, infrastructure, and emergency response. The forum features cutting-edge drone competitions, business startup challenges, and youth engagement activities, including drone soccer. ADF serves as a catalyst for fostering local talent, driving investment, and showcasing real-world drone solutions that address critical challenges, contributing to sustainable development across the continent. Is what they are doing appropriate apply for this call for application appropriate?

   Organizations from all sectors are welcome to apply, as long as the proposed concept aligns with the Africa Tech for Trade Alliance objectives and focus areas.

   The four focus areas for activities are:
   1. Promoting the adoption of U.S. technology solutions that fuel trade,
   2. Raising African firms' and government agencies' awareness about U.S. technology solutions and use cases for facilitating trade and increasing productivity,
   3. Improving Africa's digital and trade policies for trade, and
   4. Building the body of evidence around challenges and solutions through data collection and analytics.

   Both not-for-profit and for-profit organization that are legally registered in accordance with the laws of their applicable country are welcome to apply. Organizations registered inside and outside of the U.S. are eligible. For further details on eligibility and focus areas, we recommend reviewing the full solicitation document **here**.

2. **If a potential Applicant is registered in both the US and in an African country, is there a preference on which entity submits the concept note form?**

   Submitting through a U.S.-registered entity is not required. Applicants are encouraged to choose the entity that will most effectively meet the solicitation's requirements and align with the proposed activity, including providing leverage for the subaward and manage compliance requirements.

   The eligibility criteria outlined in the solicitation specify that:

   - Applicants may be legally registered U.S. or non-U.S. entities (including non-profit or for-profit organizations, foundations, academic institutions, or consortia).
   - Applicants must demonstrate the ability to comply with U.S. Government grant requirements, including financial and administrative compliance standards.
   - The applicant must not be debarred, suspended, or otherwise excluded from receiving U.S. Government funds.
   - Applications must be submitted by legally recognized organizations, as individual applications are not eligible.

If one of the entities already has a Unique Entity Identifier (UEI), it may simplify the grant application process, as the UEI is a key requirement for compliance with U.S. Government funding. However, organizations may also obtain a UEI number during the grant co-creation process.

3. **Where can potential Applicants find an updated list of Prosper Africa Tech for Trade Alliance members?**

   The Prosper Africa Tech for Trade Alliance members are listed in the solicitation on page 3 and provided below for reference:

   Amazon Web Services, American Tower Corp., Cargill, Cisco, Coneksion, DHL, eCommerce Institute, FedEx, Flutterwave, Google, Hello Tractor, Intel, IBM, Interswitch, Kasha, King & Spalding, Mastercard, OSI Systems, The African Talent Company, UPS, Visa, and VTEX.

   We encourage you to review the list of Alliance members and consider potential collaborations before submitting your application to the extent possible. It is the grantee's responsibility to engage with an Alliance member.

4. **Could you provide information on where I can find a list of the members of Prospect Africa's Alliance? We are interested in exploring new partnership opportunities with members of your organization.**

   Please see the response to question #3.

5. **In Section 9 of the application, it states:**

   Applicant is:

   - **Member of the Alliance**
   - **Sponsored by the Alliance**
   - **Has identified an Alliance member to work with and held discussions with the member**
   - **Has identified an Alliance member to work with but has not yet approached them**

   As we are not members of the Alliance and have not yet identified a member to work with, how should we proceed with this section?

   While alignment with an Africa Tech for Trade Alliance member is not mandatory, preference will be given to concepts sponsored or aligned with an Alliance member. We encourage you to review the list of Alliance members, as outlined in question #3, and consider potential collaborations before submitting your application to the extent possible. Strong concepts can still move forward without alignment with at Africa Tech for Trade member. In Question 9 on the concept note form, applicants can select the option "Has identified an Alliance member to work with but not approached them yet" and elaborate if they do not intend to partner with an Alliance member in Question 10.

6. Regarding co-investment, the application mentions that the applicant must match the grant funds with their own funds. Does this mean that if a grant is awarded, we would need to provide an equivalent amount in funding?

Yes, applicants or committed partners are required to provide a matching contribution, referred to as "leverage", equal to at least the amount of the grant funds awarded. Leverage represents all the non-USAID resources that are expected to be applied to a program. It may include cash and in-kind resources but may also include resources that third-parties bring to the program without necessarily providing them to the recipient. This 1:1 co-investment is a key component of a Global Development Alliance (GDA) and demonstrates shared commitment to the proposed activities.

Leverage can be provided by a third party, such as private sector partners, Alliance members, or other stakeholders, as long as it directly supports the proposed activity and meets the requirements outlined in the solicitation.

7. Where can I download the attachment - Concept Note Template this call for application?

For a preview of the full list of questions in the initial concept note submission, please review the Concept Note questions document [here].

8. Our company submitted our application earlier today for the "Africa Tech 4 Trade Alliance - Initial Concept Application." However, we have not yet received a confirmation email acknowledging the submission. Could you kindly assist us by confirming whether our application was successfully received?

Please note that you may not receive a confirmation email upon submitting the online form. Due to the high volume of submissions, we are unable to confirm receipt of each individual application.

If there are any questions regarding your application or if your concept is selected to move forward in the co-creation process, we will contact you directly.

9. We are interested in submitting a concept note for your recently published Africa Tech 4 Trade Alliance. However, I have a question about the submission of concept notes. In your pdf description, found here, on page 2 of the document you state that "The initial concept note can be submitted via this online form" and it seems like there should be a hyperlink somewhere there to direct me to a form to fill out. Can you please confirm what that form is? I'm confused whether that is the form found here or somewhere else. Also can you please confirm that applicant packages will be accepted in rolling waves with deadlines on the 20th of December, February and April accordingly?

Yes, the link you referenced is the correct link to the online concept application form. You can access the form directly here to submit your initial concept note.

Regarding submission deadlines, concept notes are accepted on a rolling basis, with deadlines on December 20, February 20, and April 20, as noted in the solicitation. However, it's important to note that funding for future submission windows will depend on the availability of resources at the time.

Given the high volume of applications received so far, we cannot guarantee that funding will remain available for all submission periods. To maximize the likelihood of your concept being considered, we encourage you to submit your application as early as possible.

10. **I am sending this email to inquire about whether or not concept notes will still be accepted across 3 application windows, as stated in the call for application**

    I am asking this question since the application form only states that the deadline is November 30, 2024.

    The November 30, 2024 deadline refers to the deadline for submitting questions about the application process, as noted in the call for applications. Regarding the submission windows for concept notes, please refer to the answer to Question 9 in the solicitation document, which confirms that concept notes will be accepted across three application windows with deadlines on December 20, February 20, and April 20, subject to the availability of funds.

11. **It is my understanding that concept notes should be submitted via this [form](#). However, I see the text input areas but am having trouble locating exactly where to upload/submit the concept note document attachment.**

    Please note that you may have to complete all initial sections in the form, including questions 1 through 9 before the form will allow you to complete the remaining questions and submit. Please ensure you complete all 21 questions before selecting "Submit" at the bottom of the screen.

    We note that a relationship with an Alliance partner is preferable. In case we do not have one before submission of the concept note but plan to develop one during the co-creation phase, would this be considered on par?

    In accordance with the evaluation criteria listed in the solicitation, concepts that demonstrate already established partnerships with Alliance members are preferred and may be scored higher. Ahead of submitting a concept, we encourage you to review the list of Alliance members, as detailed in question #3, and consider potential collaborations before submitting your application to the extent possible. However, strong concepts can still move forward without alignment with at Africa Tech for Trade member or with the intent of establishing a partnership during co-creation.
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12. **Are applications from companies with operating offices in Africa, but HQ'd outside of the continent, also welcome?**

    Yes, companies with headquarters outside of Africa but who operate in Africa are welcome to apply. We recommend that applicants apply via an entity that will most effectively meet the solicitation's requirements and align with the proposed activity, including providing leverage for the subaward and manage compliance requirements. Further instructions for this question can be found in question #2.

13. **Partnership Confirmation: What documentation or evidence is required to demonstrate a partnership with an Africa Tech for Trade Alliance member? Would a letter of intent, MOU, or formal agreement be sufficient, or are there additional expectations?**

    During the call for application, no formal documentation is required to demonstrate evidence of a partnership. There will be a thorough co-creation phase before any grant application is formally submitted to USAID. During this phase, it will become clear if a grantee and Alliance member have a working partnership.

14. **List & Contact information of Africa Tech for Trade Alliance Members: Is it possible to get the list of participating Alliance members along with focal point contact information in order to approach potential partners.**

    Current members of the Prosper Africa Tech for Trade Alliance can be found on under question #3. It is the grantee's responsibility to engage with an Alliance member to the extent possible.

15. **Co-Investment Requirement: For the 1:1 co-investment requirement, what types of contributions qualify as leverage? Are in-kind contributions like staff time, existing infrastructure, or technology development costs acceptable, or is the expectation solely financial?**

    Co-investment is defined as all non-USAID resources that are expected to be applied to a program, including from private sector third parties. Forgone profit does not qualify as co-investment.

    Under the Alliance, appropriate co-investment:

    - Consists of resources invested from private sector partners (i.e., companies, trade associations, and other non-public organizations) or other entities to conduct the specific activity;
    - Can be in-kind (i.e., cost of labor, supplies) or financial in nature;
    - Can be directly attributed the eTrade partnership being proposed and applied in a manner that is different that the partner would have without USAID engagement; and
    - Can be estimated up front and then reported on a quarterly basis

16. **Intellectual Property Protection: What is your policy around intellectual property protection of innovative ideas shared while submitting concept notes and approaching Alliance members for partnership?**

    Concept notes are only expected to be a high-level overview of your proposed program and solutions. We discourage including any proprietary IP in your application, as it is not needed for the initial review process.

17. **Long Term Technology Ownership: Will an Alliance member involved in co-creation expect to be a co-owner of the technology developed?**

We cannot speak to the ownership expectations of Alliance members. However, there are Intellectual Property implications if an organization is awarded a grant. If awarded a grant, subrecipients can bring their own technology or Intellectual Property. If it is existing Intellectual Property, USAID has no claim or usage rights. If there is new Intellectual Property created under a grant, it is considered Intangible Property for which USAID and Palladium will have license rights to use, replicate, and distribute. Any new software or technology developed with USAID funds is considered intangible property.

Technical reports, works, publications, datasets and other materials generated under the grant are considered Intellectual Work or Data. USAID and Palladium also have license rights to use, replicate, and distribute.

18. **Concept Note Submission: The form included in the REF doesn't have the functionality to upload the 2-pager concept note to the form. How should we submit the 2-pager concept note due on stage 1?**

In order to submit the concept note, you must respond to all questions directly in <u>this form.</u> The form does not require upload of any other documents.

Please note that you may have to complete all initial sections in the form, including questions 1 through 9 before the form will allow you to complete the remaining sections and submit. Please ensure you complete all 21 questions before selecting "Submit" at the bottom of the screen.