

**U.S. DEPARTMENT OF STATE  
EMBASSY KIGALI  
Notice of Funding Opportunity**

**Funding Opportunity Title:** Advocacy on Expropriation Compensation in Rwanda

**Funding Opportunity Number:** DOS-RWANDA-PE-2021-03

**Deadline for Applications:** August 9, 2021

**Assistance Listing Number:** 19.225

**Total Amount Available:** \$100,000, pending the availability of funds

**A. PROGRAM DESCRIPTION**

The U.S. Embassy in Kigali announces an open competition for organizations to submit applications to carry out a program to improve expropriation and compensation processes and practices by engaging the Rwandan government institutions involved in expropriation, increasing citizens' understanding of their rights in cases of expropriation, and establishing a mechanism to assist poor citizens to challenge land valuations in cases of expropriation. The goal of the project is to empower citizens to advocate for their individual land rights related to expropriation and advocate for broader policy and procedural changes as needed. Please follow all instructions below.

**Background:**

The 2021 Investment Code forbids the expropriation of private property in the “public interest” unless the owner is fairly compensated. An expropriation law came into force in 2015, which included explicit protections for property owners. However, a 2017 study by Rwanda Civil Society Platform argues that the government conducts expropriations on short notice and does not provide sufficient time or support to help landowners fairly negotiate compensation. The report includes a survey that found only 27% of respondents received information about planned expropriation well in advance of action. While mechanisms exist to challenge the government's offer, the report notes that landowners are required to pay all expenses for the second valuation, a prohibitive cost for rural farmers or the urban poor. Media have reported that wealthier landowners with the ability to challenge valuations have received higher amounts.

Other NGO and media reports argue that the definition of “public interest” has been stretched to help private investors acquire land below market value to implement real estate and investment projects that are in line with the government's ambitious goals to transform the country into a middle-income economy or to assist local governments to achieve the goals in their performance contracts (referred to in Rwanda as “Imihigo”). In several cases, poor planning and budgeting has caused delayed payment of expropriation proceeds, and several residents claimed that they had to vacate before being paid. In other cases, poor technical skills in land/property economics have resulted in poor property valuation. There have also been reports of “partial compensation”; in these cases, part of a property is expropriated, and the owner receives compensation only for that part, regardless of whether the entire property has lost value. (For example, if an owner's parking lot is expropriated, the remaining property may lose value, but

the owner would only receive compensation for the parking lot.) In other cases, residents may only be offered relocation (in-kind compensation) when they would prefer financial compensation, or vice versa.

### **Program Objectives:**

Objective 1: Improve citizens' understanding of their land rights and options for recourse in cases of expropriation

Objective 2: Strengthen the capacity of civil society to protect and advocate for citizens' rights in cases of expropriation

Objective 3: Engage Rwandan government institutions involved in expropriation to ensure instances of legal expropriation are accompanied by fair compensation

In accordance with these objectives, the activity will have two main lines of effort. One will consist of outreach activities to increase citizens' knowledge and understanding of their land rights and contacts for assistance with expropriation cases. The other will consist of training for local civil society organizations (CSOs) on advocacy for land reform, legal aid assistance, and challenging valuations in expropriation cases.

#### **Potential Activities for Objective 1:**

- Host radio and/or TV shows on expropriation issues, processes, and rights
- Organize workshops in selected districts to discuss expropriation issues

#### **Potential Activities for Objective 2:**

- Conduct training workshops for CSOs on advocacy for land reform
- Support poor and marginalized populations to challenge valuations in expropriation cases
- Support follow-up on transition of land parcel geospatial data to the public domain to increase transparency with respect to land ownership

#### **Potential Activities for Objective 3:**

- Organize a roundtable with CSO and Rwandan government representatives to discuss expropriation issues
- Organize a roundtable with CSO representatives and representatives of the Parliament's commission on expropriation to discuss expropriation issues

Applicants should budget for all anticipated costs associated with the project.

### **Participants and Audiences:**

This grant opportunity is only open to not-for-profit organizations, including think tanks and civil society/non-governmental organizations.

## **B. FEDERAL AWARD INFORMATION**

Length of performance period: 12 months

Number of awards anticipated: 1 award

Award amounts: Awards may range from a minimum of \$90,000 to a maximum of \$100,000

Total available funding: \$100,000

Type of Funding: FY 2020 Economic Support Funds (ESF)

Anticipated program start date: September 30, 2021

**This notice is subject to availability of funding.**

**Funding Instrument Type:** Grant

**Program Performance Period:** Proposed programs should be completed in 12 months or less.

### **C. ELIGIBILITY INFORMATION**

#### **1. Eligible Applicants**

The following organizations are eligible to apply:

- Not-for-profit organizations, including think tanks and civil society/non-governmental organizations

#### **2. Cost Sharing or Matching**

Cost sharing or matching is not required and will not be evaluated during the merit review.

#### **3. Other Eligibility Requirements**

In order to be eligible to receive an award, all organizations must have a unique entity identifier (Data Universal Numbering System/DUNS number from Dun & Bradstreet), as well as a valid registration on www.SAM.gov. Please see Section D.3 for information on how to obtain these registrations. Individuals are not required to have a unique entity identifier or be registered in SAM.gov.

Applicants are only allowed to submit one proposal per organization. If more than one proposal is submitted from an organization, all proposals from that institution will be considered ineligible for funding.

### **D. APPLICATION AND SUBMISSION INFORMATION**

#### **1. Address to Request Application Package**

Application forms required below are available at <https://www.grants.gov/web/grants/forms/sf-424-family.html>

#### **2. Content and Form of Application Submission**

Please follow all instructions below carefully. Proposals that do not meet the requirements of this announcement or fail to comply with the stated requirements will be ineligible.

## **Content of Application**

Please ensure:

- The proposal clearly addresses the goals and objectives of this funding opportunity
- All documents are in English
- All budgets are in U.S. dollars
- All pages are numbered
- All documents are formatted to 8 ½ x 11 paper, and
- All Microsoft Word documents are single-spaced, 12-point Times New Roman font, with a minimum of 1-inch margins.

The following documents are **required**:

### **1. Mandatory application forms**

- **SF-424 (*Application for Federal Assistance – organizations*)** at <https://www.grants.gov/web/grants/forms/sf-424-family.html>
- **SF-424A (*Budget Information for Non-Construction programs*)** at <https://www.grants.gov/web/grants/forms/sf-424-family.html>

**2. Summary Page:** Cover sheet stating the applicant's name and organization, proposal date, program title, program period proposed start and end date, and brief purpose of the program.

**3. Proposal (12 pages maximum):** The proposal should contain sufficient information that anyone not familiar with it would understand exactly what the applicant wants to do. You may use your own proposal format, but it must include all the items below.

- **Proposal Summary:** Short narrative that outlines the proposed program, including program objectives and anticipated impact.
- **Introduction to the Organization or Individual applying:** A description of past and present operations, showing ability to carry out the program, including information on all previous grants from the U.S. Embassy and/or U.S. government agencies.
- **Problem Statement:** Clear, concise and well-supported statement of the problem to be addressed and why the proposed program is needed
- **Program Goals and Objectives:** The “goals” describe what the program is intended to achieve. The “objectives” refer to the intermediate accomplishments on the way to the goals. These should be achievable and measurable.
- **Program Activities:** Describe the program activities and how they will help achieve the objectives.
- **Program Methods and Design:** A description of how the program is expected to work to solve the stated problem and achieve the goal. Include a logic model as appropriate.
- **Proposed Program Schedule and Timeline:** The proposed timeline for the program activities. Include the dates, times, and locations of planned activities and events.
- **Key Personnel:** Names, titles, roles and experience/qualifications of key personnel involved in the program. What proportion of their time will be used in support of this program?

- **Program Partners:** List the names and type of involvement of key partner organizations and sub-awardees.
- **Program Monitoring and Evaluation Plan:** This is an important part of successful grants. Throughout the time-frame of the grant, how will the activities be monitored to ensure they are happening in a timely manner, and how will the program be evaluated to make sure it is meeting the goals of the grant?
- **Future Funding or Sustainability:** Applicant's plan for continuing the program beyond the grant period, or the availability of other resources, if applicable.

**4. Budget Justification Narrative:** After filling out the SF-424A Budget (above), use a separate sheet of paper to describe each of the budget expenses in detail. See section *H. Other Information: Guidelines for Budget Submissions* below for further information.

**5. Attachments:**

- 1-page CV or resume of key personnel who are proposed for the program
- Letters of support from program partners describing the roles and responsibilities of each partner
- If your organization has a Negotiated Indirect Cost Rate Agreement (NICRA) and includes NICRA charges in the budget, your latest NICRA should be included as a PDF file.
- Official permission letters, if required for program activities

3. Unique Entity Identifier and System for Award Management (SAM.gov)

**Required Registrations:**

Any applicant listed on the Excluded Parties List System (EPLS) in the [System for Award Management \(SAM\)](#) is not eligible to apply for an assistance award in accordance with the OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR, 1986 Comp., p. 189) and 12689 (3 CFR, 1989 Comp., p. 235), "Debarment and Suspension." Additionally, no entity listed on the EPLS can participate in any activities under an award. All applicants are strongly encouraged to review the EPLS in SAM to ensure that no ineligible entity is included.

All organizations applying for grants (except individuals) must obtain these registrations. All are free of charge:

- Unique entity identifier from Dun & Bradstreet (DUNS number)
- NCAGE/CAGE code
- [www.SAM.gov](http://www.SAM.gov) registration

Step 1: Apply for a DUNS number and an NCAGE number (these can be completed simultaneously)

**DUNS application:** Organizations must have a Data Universal Numbering System (DUNS) number from Dun & Bradstreet. If your organization does not have one already, you may obtain one by calling 1-866-705-5711 or visiting <http://fedgov.dnb.com/webform>

NCAGE application: Application page here:

<https://eportal.nspa.nato.int/AC135Public/scage/CageList.aspx>

Instructions for the NCAGE application process:

<https://eportal.nspa.nato.int/AC135Public/Docs/US%20Instructions%20for%20NSPA%20NCA%20GE.pdf>

For NCAGE help from within the U.S., call 1-888-227-2423

For NCAGE help from outside the U.S., call 1-269-961-7766

Email NCAGE@dlis.dla.mil for any problems in getting an NCAGE code.

Step 2: After receiving the NCAGE Code, proceed to register in SAM.gov by logging onto:

<https://www.sam.gov>. SAM registration must be renewed annually.

#### 4. Submission Dates and Times

Applications are due no later than August 9, 2021.

#### 5. Funding Restrictions

Award funds cannot be used to pay Rwandan taxes or to construct a building.

#### 6. Other Submission Requirements

All application materials must be submitted electronically through [www.Grants.gov](http://www.Grants.gov).

### E. APPLICATION REVIEW INFORMATION

#### 1. Criteria

Each application will be evaluated and rated on the basis of the evaluation criteria outlined below.

**Quality and Feasibility of the Program Idea – 20 points:** The program idea is well developed, with detail about how program activities will be carried out. The proposal includes a reasonable implementation timeline.

**Organizational Capacity and Record on Previous Grants – 20 points:** The organization has expertise in its stated field and has the internal controls in place to manage federal funds. This includes a financial management system and a bank account.

**Program Planning/Ability to Achieve Objectives – 15 points:** Goals and objectives are clearly stated and program approach is likely to provide maximum impact in achieving the proposed results.

**Budget – 10 points:** The budget justification is detailed. Costs are reasonable in relation to the proposed activities and anticipated results. The budget is realistic, accounting for all necessary expenses to achieve proposed activities.

**Monitoring and Evaluation plan – 15 points:** Applicant demonstrates it is able to measure program success against key indicators and provides milestones to indicate progress toward goals outlined in the proposal. The program includes output and outcome indicators, and shows how and when those will be measured. One indicator should be the number of U.S. government-assisted civil society organizations (CSOs) that would participate in legislative proceedings and/or engage in advocacy with national legislature and its committees.

**Sustainability – 10 points:** Program activities will continue to have positive impact after the end of the program.

**Support of Equity and Underserved Communities – 10 points:** Proposals should clearly demonstrate how the program will support and advance equity and engage underserved communities in program administration, design, and implementation.

## 2. Review and Selection Process

A review committee will evaluate all eligible applications.

## F. FEDERAL AWARD ADMINISTRATION INFORMATION

### 1. Federal Award Notices

The grant award will be written, signed, awarded, and administered by the Grants Officer. The assistance award agreement is the authorizing document and it will be provided to the recipient for review and signature by email. The recipient may only start incurring program expenses beginning on the start date shown on the grant award document signed by the Grants Officer.

If a proposal is selected for funding, the Department of State has no obligation to provide any additional future funding. Renewal of an award to increase funding or extend the period of performance is at the discretion of the Department of State.

Issuance of this NOFO does not constitute an award commitment on the part of the U.S. government, nor does it commit the U.S. government to pay for costs incurred in the preparation and submission of proposals. Further, the U.S. government reserves the right to reject any or all proposals received.

**Payment Method:** Request for payment will be submitted through a SF-270. Payments shall be disbursed via electronic fund transfer (EFT) upon receipt of a signed SF-270 form and required reporting.

## 2. Administrative and National Policy Requirements

Before submitting an application, applicants should review all the terms and conditions and required certifications which will apply to this award, to ensure that they will be able to comply.

These include:

- [2 CFR 25 - UNIVERSAL IDENTIFIER AND SYSTEM FOR AWARD MANAGEMENT](#)
- [2 CFR 170 - REPORTING SUBAWARD AND EXECUTIVE COMPENSATION INFORMATION](#)
- [2 CFR 175 - AWARD TERM FOR TRAFFICKING IN PERSONS](#)
- [2 CFR 182 - GOVERNMENTWIDE REQUIREMENTS FOR DRUG-FREE WORKPLACE \(FINANCIAL ASSISTANCE\)](#)
- [2 CFR 183 - NEVER CONTRACT WITH THE ENEMY](#)
- [2 CFR 600 – DEPARTMENT OF STATE REQUIREMENTS](#)
- [U.S. DEPARTMENT OF STATE STANDARD TERMS AND CONDITIONS](#)

In accordance with the Office of Management and Budget's guidance located at 2 CFR part 200, all applicable Federal laws, and relevant Executive guidance, the Department of State will review and consider applications for funding, as applicable to specific programs, pursuant to this notice of funding opportunity in accordance with the following:

- [Guidance for Grants and Agreements in Title 2 of the Code of Federal Regulations](#) (2 CFR), as updated in the Federal Register's 85 FR 49506 on August 13, 2020, particularly on:
  - Selecting recipients most likely to be successful in delivering results based on the program objectives through an objective process of evaluating Federal award applications (2 CFR part 200.205),
  - Prohibiting the purchase of certain telecommunication and video surveillance services or equipment in alignment with section 889 of the National Defense Authorization Act of 2019 (Pub. L. No. 115—232) (2 CFR part 200.216),
  - Promoting the freedom of speech and religious liberty in alignment with *Promoting Free Speech and Religious Liberty* (E.O. 13798) and *Improving Free Inquiry, Transparency, and Accountability at Colleges and Universities* (E.O. 13864) (§§ 200.300, 200.303, 200.339, and 200.341),
  - Providing a preference, to the extent permitted by law, to maximize use of goods, products, and materials produced in the United States (2 CFR part 200.322), and



- Terminating agreements in whole or in part to the greatest extent authorized by law, if an award no longer effectuates the program goals or agency priorities (2 CFR part 200.340).

In accordance with the [Executive Order on Advancing Racial Equity and Underserved Communities](#), proposals should demonstrate how the program advances equity with respect to race, ethnicity, religion, income, geography, gender identity, sexual orientation, and disability. The proposal should also demonstrate how the program will further engagement in underserved communities and with individuals from underserved communities. Proposals should demonstrate how addressing racial equity and underserved communities will enhance the program's goals and objectives, as well as the experience of participants.

The support of underserved communities will be part of the review criteria for this opportunity. Therefore, proposals should clearly demonstrate how the program will support and advance equity and engage underserved communities in program administration, design, and implementation.

### 3. Reporting

**Reporting Requirements:** Recipients will be required to submit financial reports and program reports. These will be due approximately quarterly. The financial reports will be using form SF-425, available on [grants.gov](#), and the programmatic reports will be a concise narrative on the project's successes, challenges, and next steps. The award document will specify how often these reports must be submitted.

### G. FEDERAL AWARDING AGENCY CONTACTS

If you have any questions about the grant application process, please contact: [KigaliASGP@state.gov](mailto:KigaliASGP@state.gov).

### H. OTHER INFORMATION

#### Guidelines for Budget Justification

**Personnel and Fringe Benefits:** Describe the wages, salaries, and benefits of temporary or permanent staff who will be working directly for the applicant on the program, and the percentage of their time that will be spent on the program.

**Travel:** Estimate the costs of travel and per diem for this program, for program staff, consultants or speakers, and participants/beneficiaries. If the program involves international travel, include a brief statement of justification for that travel.

**Equipment:** Describe any machinery, furniture, or other personal property that is required for the program, which has a useful life of more than one year (or a life longer than the duration of the program), and costs at least \$5,000 per unit.

**Supplies:** List and describe all the items and materials, including any computer devices, that are needed for the program. If an item costs more than \$5,000 per unit, then put it in the budget under Equipment.

**Contractual:** Describe goods and services that the applicant plans to acquire through a contract with a vendor. Also describe any sub-awards to non-profit partners that will help carry out the program activities.

**Other Direct Costs:** Describe other costs directly associated with the program, which do not fit in the other categories. For example, shipping costs for materials and equipment or applicable taxes. All “Other” or “Miscellaneous” expenses must be itemized and explained.

**Indirect Costs:** These are costs that cannot be linked directly to the program activities, such as overhead costs needed to help keep the organization operating. If your organization has a Negotiated Indirect Cost Rate (NICRA) and includes NICRA charges in the budget, attach a copy of your latest NICRA. Organizations that have never had a NICRA may request indirect costs of 10% of the modified total direct costs as defined in 2 CFR 200.68.

“Cost Sharing” refers to contributions from the organization or other entities other than the U.S. Embassy. It also includes in-kind contributions such as volunteers’ time and donated venues.

**Alcoholic Beverages:** Please note that award funds cannot be used for alcoholic beverages.