



USAID | GEORGIA
FROM THE AMERICAN PEOPLE

THE ENERGY CAPACITY INITIATIVE

ENERGY SECTOR ISSUES GRANTS PROGRAM

REQUEST FOR APPLICATIONS 24 NOVEMBER 2009

The Energy Capacity Initiative (ECI), funded by USAID, requests applications for grants to stimulate focus on important energy sector issues.

1. Funding Opportunity Description

General description. The grants will provide support to nongovernmental organizations (NGOs), think tanks and universities to carry out independent analysis of energy sector issues, to promote energy investments, and organize workshops and symposia to educate and to promote discussion. The grants program is designed to serve several interests, principal among them Georgia's energy security and assisting the Ministry of Energy and Energy utilities to meet its goals and responsibilities. The grants program also seeks to create a sustainable base of energy expertise in Georgia that may participate in analysis and discussion when called upon to do so in future.

Based on extensive consultation with the Government of Georgia (GoG), USAID and Energy companies ECI has developed a priority areas of grant programme intervention topics: improvement of living conditions for Internally Displaced Persons (IDPs) and for people living in remote areas, such as high mountains, energy efficiency, energy safety and security, partnership with GoG, energy companies and utilities, regional cooperation, development of renewable energy (wind/solar), improvement of energy security of regions of Georgia. Priority consideration will be given to those grant proposals that address: 1) ameliorating the energy situation for IDPs, especially those persons impacted by the August 2008 conflict; and/or 2) collaborative efforts, including research, analysis and the development of practical tools, for State-owned energy institutions (e.g., Georgia Oil and Gas Corporation (GOGC), Georgia State Electro-system (GSE), Electricity System Commercial Operator (ESCO), Georgia National Electricity and Water Regulatory Commission (GNEWRC), etc.). Applicants shall include in their proposals on-ground pilot activities that apply the research and/or analysis conducted.

A grant proposal may address an issue on the list or may propose to address an issue that does not appear on the list. An applicant may submit more than one application, but should not combine two or more proposals in a single document.

Legal authority. This ECI grants program is authorized by the United States Foreign Assistance Act and is subject to the requirements of 22 CFR Part 226.

Who is eligible. NGOs, think tanks, and universities may apply for grants under this program. Individuals and groups of individuals may not apply. Any individual or group interested in applying for a grant should register as an NGO. State-owned and private enterprises and Government institutions are not eligible for grants. Any application submitted in the name of a university must represent the university's proposal, and not merely the proposal of one or more professors or staff. Professors intending to submit applications on their own behalf, and not on behalf of the university, should register as an NGO.

How the award will be administered. ECI will administer the grants in this program pursuant to the Standard Provisions for Non-U.S. Nongovernmental Organizations. Interested parties may find the Standard Provisions at <http://www.usaid.gov/policy/ads/300/303mab.pdf>. Interested parties may also request a copy of the Standard Provisions from ECI.

2. Award Information

Estimate of funds available. ECI has a total grants budget of not to exceed \$500,000 USD. ECI may transfer some part of these funds to another component of the ECI program. All of ECI's decisions regarding budget must be approved by USAID.

ECI reserves a right to award several lesser amount grants or few larger grants.

Anticipated start dates and performance periods. The procedure and dates for the energy sector grants program are as follows:

| Date | Activity |
|------------------|---|
| 24 November 2009 | Request for applications to be released, formally requesting the submittal of grants applications |
| 31 December 2009 | Deadline for grants applications |
| 10 February 2010 | Grants applications to be awarded |
| 28 February 2009 | Grants agreements to be executed |

ECI anticipates that the start date for grants will be approximately 1 March 2010. Grants will be awarded for a maximum of 12 months and for a maximum period ending on 1 March 2011. Grants applicants must specify the proposed length of their grants.

Grant or cooperative agreement. This is a grants program.

3. Eligibility Information

Entities that may apply. Non-governmental organizations (NGOs), think tanks, and universities may apply for grants under this program. Individuals and groups of individuals may not apply. Any individual or group interested in applying for a grant should register with the Government of Georgia as an NGO. State-owned and private enterprises and Government institutions are not eligible for grants.

Faith-based and community organizations are eligible for grants, provided they are registered as NGOs or qualify as a think tank.

Grants proposed by applicants should benefit men and women to work on the grants proposal equally.

Civil servants, members of the current parliament, staff of public broadcasting, and leaders and members of political parties and political unions may not participate in a grant project as a director or as a participant paid from grant funds.

Potential new partners. ECI welcomes grant applications from any eligible entity without regard to whether the entity has previously been a USAID contractor, grantee, or partner. No prior experience as a USAID grantee is required in order for an interested party to file a grant application.

Cost sharing. ECI will not require or suggest cost sharing between ECI and the grants applicant as part of this program.

Other minimum qualification requirements. There are no minimum qualification requirements for the program other than those stated in "Types of entities that may apply" above.

4.Application and Submission Information

Point of contact. ECI encourages applicants and potential applicants to contact us with any questions respecting the grants program, as follows:

Sophie Barrett
Grants Administrator
The Energy Capacity Initiative
20 Kipshidze Str.
Entry 1, 3rd Floor
Tbilisi 0162, Georgia
Tel/Fax (+995 32) 25 27 62,
(+995 32) 92 38 92
E-mail: sbarrett@aeai.ge
sofiobarrett@gmail.com
www.aeai.ge

Form of application. Each applicant should submit a completed Grant Application Form with attachments.

Required certifications. ECI will require each applicant to submit the certifications appearing at ADS section 303.3.8 (which may be accessed at <http://www.usaid.gov/policy/ads/300/303.pdf>) during negotiations prior to execution of an award agreement for grant applications selected.

Format for applications. The format for applications is as stated above under "Form of Application."

Deadline for submission of applications. The deadline for submission of applications is December 31, 2009, Thursday, 18:00. Applicants should submit one original and four copies of each application by the deadline to ECI's offices at 20 Kipshidze str, Entry 1, 3rd floor, Tbilisi 0162, Georgia. As of the deadline, ECI will close and lock its doors and will accept no further grants applications.

Funding restrictions. Grant funds may be used for the following expenses:

- Expenses related to collection of data;
- Direct costs for project-related events, such as rental of facilities, translation, and equipment used in workshops or colloquia;
- Grants project communications, including telephone, fax, and email;
- Pro-rated share of salaries for key participants, such as director, accountant, and honoraria for project experts;
- Transportation of project participants;
- Purchase of limited equipment, such as fax machine, computer, software, and stationery;
- Other expenses directly related to project implementation.

The award will not allow reimbursement for pre-award costs. ECI has prepared a sample budget showing project cost categories, which appears on the web site or may be obtained from ECI.

Other submission requirements. Applicants should submit the original and four (4) copies of the application in English or Georgian (with a brief summary of proposal description and justification in English language if an application is submitted in Georgian) and an electronic version of all submitted documents.

5. Application Review Information

Criteria to be used to evaluate applications. ECI will use the following weighted criteria to assess grants applications.

| Criterion | Points |
|--|-----------|
| How would the grant activity contribute to the energy security of Georgia? Your grant may address conservation of energy, or diverse sources of supply, or regional integration, or the development of additional indigenous resources, or other issues relevant to energy security. Explain how and the extent to which your grant will help Georgia to achieve energy security. | 20 points |
| How would the grant activity assist GoG and energy utilities to improve their operations and to solve existing problems? | 20 Points |
| How would the grant activity influence the improvement of social situation in general and vulnerable part of population in particular? | 20 Points |

| | |
|--|------------------|
| <p>Relevant qualifications and past performance of applicant. State your qualifications, both as an organization and as individuals within the organization. You should identify areas of excellence relating to your grant application, whether by educational achievements, research, contributions to Georgia's energy sector, work experience, or otherwise. Universities, NGOs, and think tanks may state their institutional qualifications as relevant to the grant application.</p> | <p>15 Points</p> |
| <p>Stakeholders Involvement and Awareness Raising. It will be important for many projects that the grantees seek to educate or create a dialogue with stakeholders, including state-owned and private companies, other NGOs and elements of civil society, and consumers. The grant application should describe a program of involvement for these stakeholders, and a program of outreach to the media to publicize activities to be undertaken under the grant.</p> | <p>10 Points</p> |
| <p>Research, collection and analysis of energy data. Meaningful projects are often based on research, collection and analysis of data. Data will assist in understanding whether issues are significant, how options for addressing issues will affect the energy sector generally, and Georgia's energy security in particular, and whether proposed solutions will work as predicted. Projects proposing research, collection or use and analysis of data will therefore be given a plus.</p> | <p>10 Points</p> |
| <p>Gender Equality. Applicants are encouraged to emphasize how their proposal will serve the interest of gender equality in Georgia's energy sector.</p> | <p>5 Points</p> |

Applicants are encouraged to contribute financially or in kind to the implementation of grant project.

Applicants should address the foregoing criteria in Attachment A to their grant applications.

Review and selection process. When the applications deadline has passed, ECI will convene a Technical Evaluation Committee to assess applications. The Committee will consist of six members. ECI may name two or more additional members to the Committee. Committee members shall possess the appropriate level of technical knowledge or expertise concerning the energy sector properly to evaluate the technical merit of the applications.

ECI's Chief of Party will take steps to ensure that the members of the Committee do not have conflicts of interest respecting the organizations submitting grants applications.

ECI's Chief of Party will provide the Committee with a written evaluation plan that specifies the criteria and methodology for evaluating the applications consistent with this Request for Applications. The Technical Evaluation Committee will prepare a written evaluation of each application, comparing it against the criteria. The written evaluation will include numerical scoring and a narrative discussing each applicant's strengths and weaknesses under the criteria. The Committee will also include a discussion of the review procedure that it followed. Based on the Committee's evaluation, ECI will then prepare and submit for USAID's concurrence a recommendation for grant awards, including a discussion of how the applications ranked on the list of criteria.

ECI will notify each applicant in writing as to the decision on its application. ECI will notify each unsuccessful candidate that it will not be considered further for an award, and will briefly explain why Technical Evaluation Committee did not recommend the application.

6. Award and Administration Information

What the successful applicant may expect. ECI will notify applicants if their proposals have been tentatively selected for funding. ECI may request negotiation with the applicant to resolve any questions relating to the scope or budget for the grant proposal. ECI will prepare a memorandum of negotiation to document any agreements reached in the negotiation process. ECI will prepare and present to the applicant for signature a Grant Agreement, which will include all essential terms and conditions of the award such as period of performance, deliverables, award amount, payment schedule, place of performance, and program description. The program description will identify goals that are realistic, measurable, and represent the highest objective that the recipient can expect to achieve and for which it will be held accountable.

Deviations from standard conditions. ECI does not currently anticipate deviations from the requirements of 22 CFR 226 or the Standard Provisions for Non-U.S. Nongovernmental Organizations.

7. Contacts. Prospective applicants or other interested parties may direct questions regarding the grants program prior to the deadline to:

Sophie Barrett
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The Energy Capacity Initiative
20 Kipshidze str.
Entry 1, 3rd Floor
Tbilisi 0162, Georgia
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e-mail: sbarrett@aeai.ge
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www.aeai.ge

8. Other Information

Discretionary funding. ECI reserves the right to fund any or none of the grant applications submitted.