TB REACH WAVE 9

Addressing inequities in drug-resistant tuberculosis under the principles of USAID Global Accelerator to END TB and UN HLM on TB.

Frequently Asked Questions

Last updated on 21 January 2021

Logistics

1. **I cannot find the application form to fill out. / Do I need to submit my application online? / Can we submit our application in Word format?**
   - The application can be found at: http://www.stoptb.org/global/awards/tbreach/w9/default_S1.asp
   - All applications must be submitted via the online application systems.
   - Applications submitted via email, Word, PDF or in hard copy will **NOT** be accepted or reviewed

2. **Can I submit proposals in other languages?**
   Yes. You may submit your proposal in the following official UN languages – English, French and Russian.

3. **Are the supporting documents in another language?**
   Unfortunately, the supporting documents are only available in English.

4. **I can only access section 1-3.**
   You must complete all required questions and submit all required documents in sections 1-3 in order to proceed to subsequent sections. If section 1, 2, and/or 3 are marked as incomplete, please return to it and answer all questions and/or upload all required documents. This will allow you access to the remainder of the application.

5. **I cannot access all of the questions that were originally in sections 4 and 5.**
   The questions that you see on the online application form are dependent on how you answer 3.4 Project Type. Please complete sections 1 to 3 before moving on to later sections of the application.

6. **I have answered all the questions, but a section's status still shows as "incomplete".**
   Please double check that you have answered all questions and uploaded all required documents and that your responses were successfully saved. If there is not a response for each question, the section will be marked as incomplete.

7. **Do we need to submit a letter of support (LOS) from the NTP?**
   Please note that the LOS is not required for Stage 1. Stage 2 applicants will be required to submit a LOS. However, considering the possible delays due to the COVID-19 situation, we encourage applicants to initiate the process of obtaining the LOS at the early stage of the application process.

Eligibility

8. **I am not sure if my organization is eligible.**
   Only local, non-governmental organizations can apply as the lead applicant. International organization(s) may partner with local organizations receiving a minority of the total budget.

To be considered a "local" organization, an entity must satisfy all of the following requirements:

- Be organized under the laws of the recipient country (i.e., the country of implementation);
- Have its principal place of business in the recipient country;
- Be majority-owned by individuals who are citizens or lawful permanent residents of the recipient country or be managed by a governing body, the majority of whom are citizens or lawful permanent residents of a recipient country; and
- Not be <u>controlled</u> by a foreign entity or by an individual or individuals who are not citizens or permanent residents of the recipient country.
  - The term <u>"controlled by"</u> means a majority ownership or beneficiary interest as defined above, or the power, either directly or indirectly, whether exercised or exercisable, to control the election, appointment, or tenure of the organization's managers or a majority of the organization's governing body by any means, e.g., ownership, contract, or operation of law.

9. Can my organization apply for multiple TB REACH grants in the same country?

Your organization can submit multiple applications in the same country. However, TB REACH can only award one project per organization per country.

10. Can we submit a 'Focus on Scalability' proposal for a project that was successfully implemented by a different organization?

Yes, this is allowed. The applicant should be sure to detail how they have learned from the experiences of the previous project(s) and organization(s) to allow them to be best placed to scale-up the intervention.

11. Can we submit a 'Focus on Scalability' proposal in our country for a project that has been successfully implemented in a different country?

This is permitted. The applicant must document the aspects of the intervention that were critical to its success, and describe how the critical components of the intervention are transferable to a new country and context. It is possible that even with a successful application, the review committee will request the applicant to produce results at a smaller scale before a scale-up project is fully funded, but we do accept Type 2 applications for these types of approaches.

12. I'd like to submit a multi-country proposal. Is this possible?

No, there will be no multi-country projects in Wave 9.

13. I need support to build a laboratory and office center. Can I apply for TB REACH funds?

TB REACH funds cannot be used to build new facilities or to extensively renovate existing ones. TB REACH funds can be used to procure new equipment and to make minor modifications to facilities, so they are able to accommodate the new equipment (e.g., installing an AC to ensure a GeneXpert functions well).

14. We are 5 community-based organizations in country X. Can we apply for one grant together?

Yes, it is possible to submit a proposal together, instead of 5 separate ones. TB REACH requires one applicant serves as the Principal Applicant which, if awarded, would be the Primary Recipient of the funds. The other partnering community-based organizations can be sub-recipients of the funds.

15. How do I know if my organization is considered a local organization?

TB REACH is currently being guided by the regulations of the main donor for this call for proposals – USAID – which state that you must meet all of these criteria as listed below:

- Be organized under the laws of the recipient country (i.e., the country of implementation);
- Have its principal place of business in the recipient country;
- Be majority-owned by individuals who are citizens or lawful permanent residents of the recipient country or be managed by a governing body, the majority of whom are citizens or lawful permanent residents of a recipient country; and
- Not be controlled by a foreign entity or by an individual or individuals who are not citizens or permanent residents of the recipient country.
  - The term "controlled by" means a majority ownership or beneficiary interest as defined above, or the power, either directly or indirectly, whether exercised or exercisable, to control the election, appointment, or tenure of the organization's managers or a majority of the organization's governing body by any means, e.g., ownership, contract, or operation of law.

TB REACH will not be able to independently verify if all applicants meet all criteria during the application process with hundreds of applications, so we rely on each applicant's careful reading of the criteria and honest decisions. All applications will be checked by multiple reviewers as well as the TB REACH Secretariat and USAID country and USAID/HQ offices. The ultimate decision will rest with the Proposal Review Committee in case of uncertainties.

We suggest you provide background information to support your application if you think there is a potential for questioning your eligibility.

As a final note - these eligibility requirements are similar to the ones used by USAID in their LON call for TB proposals – if you have gone through that process then you can use the same outcome.

Primary Applicant & Partnering Organizations

16. Can an organization be a partner on several different grant applications and not be the primary applicant?

Yes.

17. Do partners submit their financial audit?

No, only the lead organization is required to submit a financial audit. The lead organization will be responsible for any partners.

Budget

18. Is there a minimum amount needed for the budget request?

No, there is no minimum amount for the budget request. There is a maximum amount allowed depending on the annual turnover of the lead applicants. The total requested amount must not exceed 5 times of the latest annual turnover as documented in audited statements.

19. Can an organization submit a budget in local currency?

No, the grant agreement between the organization and TB REACH is signed in United States Dollar (USD). As such, applicants are requested to submit their budget in USD, using the relevant forex rate.

20. **How does TB REACH define field workers which are not subject to the human resource budget limit?**

As a general rule, anyone who is providing direct patient care or working in a laboratory can be considered a field worker. Avoid including any high-salaried staff who may be based internationally or sitting in an office – this should be included under HR costs.

21. **Under which cost category should consultants and sub-awards be included?**

Consultancies and technical assistance should fall under the human resources budget category. The placement of sub-awards is more flexible and will depend on the purpose of the sub-award. Please note that the total project direct support costs, including for sub-awards, may not exceed 12% of the overall budget. A primary recipient is not allowed to take 12% of direct support costs of the funds they receive, and then a sub-recipient take 12% again.

22. **Which project plans and/or activities should fall under direct support costs?**

Direct support costs include any indirect expenses that are not related to direct labor, direct material, activities, etc. TB REACH grantees will be required to provide a certified audit report at the end of their grant period, which is one of the deliverables for the final grant payment. Prospective grantees should budget this cost under direct program support.

23. **Which activities should fall under procurement of non-medical costs?**

Procurement of non-medical costs includes any expenses that are not related to medical equipment such as computers, mobile phones, motorcycles, etc. These expenses should not be allocated under "activities" or "IT/Communication" costs.

24. **Under which budget line shall an organization provision for the audit costs?**

The audit costs should be allocated under "Direct Program support" costs.

25. **Can we use TB REACH fund to purchase second-line drugs?**

TB REACH funds cannot be used to procure any TB medications, including second-line drugs. For all applications, the NTP must commit to providing free second line drugs for TB treatment to all people with DR-TB diagnosed, as well as medications to manage adverse drug reactions.

Other

26. **What does TB REACH think I should apply for? / Is approach XYZ a good area to work on for this grant?**

TB REACH does not believe in top-down approaches. We leave deciding the best approach for your settings to you.

27. **If awarded what is the duration of the grant period and/or the implementation period?**

The total grant period for TB REACH Wave 9 projects will be 2 years, projects can consider 3 months (1 quarter) for setup and procurement; 1½ years (6 quarters) for implementation; and up to 3 months (1 quarter) for close-out activities. It is expected that TB REACH projects have 1½ years (6 quarters) of implementing activities.