Our Mission

We partner to end extreme poverty and promote resilient, democratic societies while advancing our security and prosperity.
What We Do

USAID leads the U.S. Government's efforts to end extreme global poverty and enable resilient, democratic societies to realize their potential. The Agency does so by working in a variety of different technical areas, including:

- Agriculture and Food Security
- Democracy, Human Rights, and Governance
- Economic Growth, Trade, and Infrastructure
- Education
- Environment and Global Climate Change
- Gender Equality and Women’s Empowerment
- Global Health
- Water and Sanitation
- Working in Crises and Conflict

USAID has more than 9,000 staff working around the world with Missions in more than 80 countries and programs in more than 100 countries.
How We Do It

We Partner with a variety of different types of organizations who help to implement our programs and activities around the world. USAID has more than 4,000 different partners. Below are a few examples of the types of organizations that we work with.

- Non-Governmental Organizations (NGOs)
- Private Voluntary Organizations
- Colleges and Universities
- U.S. Businesses (Small and Large)
- Researchers, Scientists, and Innovators
- Diaspora Groups
- Faith-Based and Community Organizations
- Other Governments
- U.S. Government Agencies
- U.S. Military
- Donors
How We Operate

To effectively work with USAID, it is important to understand the strategies and policies behind the specific projects the Agency funds. Below are a few key resources that provide the framework for how we operate.

- **Program Cycle:** Guiding framework that links policy, strategic planning, project design, implementation, monitoring, evaluation, and learning.
- **Policies, Strategies, Frameworks, and Visions:** Outline the Agency's position in key areas and provides guidance to the field through analysis, evidence, and past experience.
- **Country Development Cooperation Strategies (CDCS):** Multi-year, country-specific planning tools designed to make strategic choices based on evidence and analysis while encouraging innovative approaches to achieving development results.
- **Automated Directive System (ADS):** Agency’s operation policies and procedures.
  - **ADS 300** series is specifically related to working with USAID.
Funding at USAID

The Agency’s funding comes from the American People.

Congress sets the Agency’s Funding Levels.

Agency staff work with both U.S. Congress and the Executive Office of the President to determine budget priorities.

The majority of the Agency’s funds are awarded through the competitive acquisition and assistance process.
How We Award Funds

**ACQUISITION**
*(Contracts)*: USAID purchases technical assistance services, goods, products, and other services from an entity.

**ASSISTANCE**
*(Grants)*: USAID provides financial assistance to an entity to implement programs with little direct involvement.

*Cooperative Agreements*: USAID provides financial assistance to an entity to implement programs and has substantial involvement and contact throughout the life of the award.
In FY 2016, USAID obligated $16.4 billion to programs.
Registration Requirements

To be eligible to apply for U.S. federal awards (grants or contracts), entities need to register for three things:

1. **DUNS Number**
2. **CAGE or NCAGE**
   a. U.S.-based organizations need a Commercial and Governmental Entity (CAGE) Code
   b. Non US-based organizations need a NATO Commercial and Governmental Entity (NCAGE) Code
3. **SAM** (System for Award Management)
Identifying Funding Opportunities

**Business Forecast:** Provides a look at upcoming funding opportunities. Forecast is updated daily at [usaid.gov/Business-Forecast](http://usaid.gov/Business-Forecast).

**FBO.gov:** All USAID contracts available for bidding are posted on the Federal Business Opportunities website through *Requests for Proposals (RFPs).*

**Grants.gov:** All cooperative agreements and grants available are posted on Grants.gov through *Notice of Funding Opportunities (NOFOs).*

**Additional Opportunities:** There is a variety of other opportunities available on USAID’s website under [usaid.gov/partnerships](http://usaid.gov/partnerships).
USAID’s Business Forecast

The USAID Business Forecast includes any planned or currently open competitive acquisition or assistance opportunity above $150,000.

Opportunities that must be included in the Business Forecast:

- Blanket Purchase Agreements (BPAs),
- Contracts,
- Cooperative Agreements,
- Development Innovation Accelerators (DIAs),
- Fixed Amount Awards (FAAs),
- Grants,
- Broad Agency Announcements (BAAs),
- Indefinite Delivery/Indefinite Quantity (IDIQ) contracts,
- Leader with Associate (LWA) awards,
- Personal Services Contracts (PSCs),
- Purchase Orders,
- Task orders issued under IDIQs & GSA schedules,
- GSA BPAs.
Tips for Submitting a Proposal or Application

- Read the entire solicitation carefully
- Ask questions by sending them to the Point of Contact listed during the open question period
- Follow the instructions outlined in the solicitation
- Create a strong proposal
  - Demonstrate your technical expertise, past performance, and ability to accomplish the work
  - Be specific - do not let USAID make assumptions
- New to USAID? Consider partnering with an organization that has worked with USAID
- Did not win the award? Ask for a debriefing to learn more about why you did not win
Unsolicited Proposals

Great ideas come from a variety of different places. USAID welcomes proposals of projects and activities from anyone. All proposals are reviewed. However, limited funds are available for unsolicited proposals.

To be legally eligible for consideration, unsolicited proposals should be:

- Innovative and unique
- Independently originated and developed by the offeror
- Prepared without U.S. Government supervision, endorsement, direction, or direct Government involvement
- Include sufficient detail to permit a determination that USAID support could be worthwhile and the proposed work could benefit USAID’s research and development or other responsibilities
- Not be an advance proposal for a known USAID requirement that can or will be acquired by competitive methods.

To submit an unsolicited proposal, review the guidelines available on USAID.gov.

Proposals can be sent to: UnsolicitedProposals@usaid.gov.
Learn More

- Visit www.usaid.gov for additional resources on how to work with USAID, such as online training and more.
- Join A&A email distribution list.
- Follow us on Twitter: @USAIDBizOpps.
Acquisition and Assistance Ombudsman

The primary purpose of the Acquisition and Assistance (A&A) Ombudsman is to ensure equitable treatment of all parties participating in USAID’s contracts and grants (acquisition and assistance) pre-award, post-award, and administration functions.

The Ombudsman
- A neutral, independent intermediary
- Maintains anonymity of sources and confidentiality of matters
- Facilitates resolution of differences through an informal impartial administrative review of the action in question
- Participates in A&A reform, A&A training, outreach, “customer-access” and “customer-services” matters

Limitations of the Ombudsman
- Cannot compel or direct Agency or CO action
- Does not substitute for USAID’s formal process
- Does not substitute for providing the Agency with formal notice
- Does not toll the time limitations for in the event of a protest, dispute, appeal, request for equitable adjustment, etc.
- Cannot make binding decisions or determine rights

Partner Inquiry Parameters
- What is your complaint, issue, or concern?
- What redress do you seek?
- Who are the relevant parties?
- Have you spoken to the AO/CO?
- Do I have your permission to look into the matter?
- Do you require confidentiality?
- What are your time constraints?

Please contact the USAID Acquisition and Assistance Ombudsman: ombudsman@usaid.gov
Doing Business with USAID

The US Agency for International Development (USAID), a federal government agency, has Missions in more than 80 countries and programs in more than 100. USAID works in a variety of technical areas, including Agriculture, Economic Growth, Environment, Education, Infrastructure, Democracy, Human Rights, and Governance, Women's Empowerment, Water and Sanitation, Global Health, and Humanitarian Disaster Response and Relief. The Agency partners with a variety of different types of organizations to achieve its key mission of ending extreme global poverty and enabling resilient, democratic societies to realize their potential. Organizations include faith-based and community private sector, colleges and universities, non-governmental organizations, and more.

How We Operate

USAID’s funding comes from Congress. USAID works with both Congress and the Executive Office to determine budget priorities. Across USAID, there are a variety of policies, strategies, and frameworks that outline how we work. These are available on USAID.gov. Within USAID Missions, Country Development Cooperation Strategies (CDCS) govern USAID’s work locally. It is important to familiarize yourself with USAID’s policies, as well as CDCCs, if you are interested in working with USAID.

USAID Funding Opportunities

USAID maintains a Business Forecast which consists of upcoming business and partnership opportunities. The Forecast is updated daily. You can download a report of all current opportunities, as well as use filters to sort by date, sector, award type, and more.

The majority of USAID’s funds are awarded competitively through contracts, grants, or cooperative agreements.

- Grants: USAID provides funds to a responsible grantee to implement a program with little direct involvement during the program.
- Cooperative Agreements: USAID provides funds to a partner but has more substantial involvement and contact with the partner during the life of the project.
- Contracts: USAID purchases technical assistance services, goods, products, or other services from a responsible party to implement a program as directed by the Agency.

To solicit help for its programs, USAID typically uses requests for applications (RFAs) for contracts and notice of funding opportunities (NOFOs) for cooperative agreements or grants. All contracts that are available for bidding are posted on the Federal Business Opportunities (FedOpps) website.

Grants and cooperative agreements are available on Grants.gov. Additional grant programs and funding opportunities are available under the Work with USAID: Partnership Opportunities section of USAID.gov.

In April 2014, USAID established the U.S. Global Development Lab, building on the belief that science, technology innovation, and partnership (STIP) can make development happen faster, more cheaply and in a more sustainable manner. There are a variety of exciting funding opportunities available within the Lab, such as the Grand Challenges for Development and the Development Innovation Ventures.

Finally, USAID does accept unsolicited proposals and applications. You can find more information about the unsolicited proposal and application process on our website, USAID.gov. USAID reviews every submission, but note that only a small number are approved. It is important to read the full guidance provided online.

Requirements to Work with USAID

To be eligible to apply for USAID awards (and all U.S. federal awards), organizations must register in the following systems:

- DUNS (Data Universal Number system) Number
- CAGE (Commercial and Government Entity Code) for U.S. based organizations or NCAGE (NATO Commercial and Government Entity Code) non-U.S. based organizations
- SAM (System for Award Management)

Additional Information

- A series of online training modules is available in English, Spanish, Portuguese, and Haitian Creole on USAID.gov to better understand how to work with the Agency. Search “Training on How to Work with USAID”.
- The Essential NGO Guide to Managing your USAID Programs is designed to help NGOs effectively manage USAID funds. Download Resource Guide.
- Acquisition and Assistance Updates Email List is used to share updates on the Business Forecast, events, news, and more related to USAID contracts, grants, and cooperative agreements. You can sign up on our “How to Work with USAID” web page.
- Office of Small and Disadvantaged Business Utilization (OSDBU) has a variety of resources for Small Businesses looking to work with USAID, including outreach events and a mentoring program. They can be contacted at osdbu@usaid.gov.

@USAIDBizOpps #WorkWithUSAID
How to Work with USAID

Online Training Series for Partners
Search “How to Work with USAID” on USAID.gov

USAID
FROM THE AMERICAN PEOPLE

@USAIDBizOpps #WorkWithUSAID
Online Training Series on How to Work with USAID
Watch at anytime, from anywhere around the world!
Available in numerous languages.

E-Modules Include:
- Exploring Funding Opportunities to Partner with USAID
- Understanding Types of USAID Awards
- Effectively Responding to USAID Award Solicitations
- Preparing Budget for Assistance Applications
- Preparing Budgets for Acquisition Proposals
- Registering for Federal Award Systems: DUNS, (N)CAGE, SAM
- Prospective Offeror’s and Applicant’s Guide to the Non-Organization Pre-Award Survey (NUPAS)
- Sub-Partnerships
- Preparing for Post-Award Orientation Conferences
- Programmatic Reports
- Financial Reports
- Monitoring, Evaluation, & Learning (ME&L)
- Branding & Marking
- Introduction to USAID Partnerships and the Global Development Models

More trainings coming online soon!

Questions or Feedback? Write us: howtoworkwithusaid@usaid.gov
Business Forecast
USAID’s Business Forecast

The Agency produces a quarterly Business Forecast providing a snapshot of upcoming funding opportunities. Two Forecasts are published -- one for Washington and one for overseas Missions. The Forecast includes any planned or currently open competitive acquisition and assistance opportunities above $150,000.

ITEMS INCLUDED ON THE BUSINESS FORECAST:

- Blanket Purchase Agreements (BPAs)
- Broad Agency Announcements (BAAs)
- Contracts
- Cooperative Agreements
- Development Innovation Accelerators (DIAs)
- Fixed Amount Awards (FAAs)
- Grants
- General Services Administration (GSA) BPAs
- Indefinite Delivery/Indefinite Quantity (IDIQ) Contracts
- Leader with Associate Awards (LWAs)
- Personal Services Contracts (PSCs)
- Purchase Orders
- Task orders issued under IDIQs and GSA Schedules

www.usaid.gov/business-forecast