

Questions and Answers

My Journey Adolescents and Young People Programme RFA-NACOSA-01-2025

Query:1

These queries are being submitted in respect of RFA-NACOSA-01-2025:

1. Are applicants required to stipulate in the application which of the AYP implementation sub-districts or provinces they wish to apply for ?
2. If the applicant intends to apply for more than one sub-district or province, is the applicant required to submit separate applications for each sub-district or province?

Response: Yes, applicants are required to stipulate the provinces/ districts applying for as the applications will be evaluated provincially. If applicants apply for more than one district/province the application form should clearly describe their experience and footprint as well as their stakeholder management and engagement for each of the provinces or districts they are applying. If hard copy application is submitted, applicants should submit separate applications for each province.

Query:2

Kindly advise on the following:

1. How recent should programme implementation be in terms of the geographical footprint?
Section 15 of the application form.
2. With regard to Annex 12 of Section 19 of the application form (Document Checklist)
 - a. Is no record of district coordination participation, as the organisation is only just anticipating entering the province/district, a critical element for application to be considered?
 - b. If new to the district/province, securing a MOU, SLA with the different departments is a long process. Is absence of these documents an eliminating factor?

Response: Please note that Section 12 seeks to understand your presence in the districts and all evaluations will be conducted as specified in the terms of reference.

Query:3

Dear NACOSA, I see in your call for applications that the Northern Cape does not fall under your districts. How did this come about?

Response: The CCM endorsed the 8 provinces, 11 districts and 19 sub-districts for the AYP programme implementation for GC7

Query:4

May you kindly advise whether TCC's will be funded by NACOSA in the next grant cycle?

Implementation of the My Journey Adolescent and Young People Programme does not appear to cover the TCC programme which is currently funded by AFSA (Global Fund).

Response: Direct support by NGO partners to survivors of sexual violence at TCCs and DOH Designated Health Facilities will not be provided for in the My Journey programme. Under the My Journey programme a decentralised model of care will be offered that renders an integrated

package of basic post violence care services at community level and will refer survivors to specialised clinical forensic services as required.

Query:5

Please clarify if the proposal should include psychosocial and clinical services. Could we apply for psychosocial portion of the application separately?

Response: The My Journey programme seeks to provide a comprehensive service to adolescents and young people that is inclusive of both psycho-social and clinical services. These services cannot be applied for as separate components

Query:6

Is the target group inclusive of ABYM as well or strictly AGYW?

Response: The My Journey Adolescent and Young People Programme, is a targeted initiative focused on addressing the unique challenges faced by young women in relation to HIV and AIDS, sexual and reproductive health, and overall wellbeing. The Programme offers a defined package of services reaching adolescent girls and young women with health services between 15 and 24 years old. Other populations will not be denied service delivery, but they are not the targeted focus of the programme.

Query:7

I would like to inquire about AYP SR call for funding. I have noted that Sedibeng district is not covered when checking the TOR, Is Sedibeng district not covered?

Response: The targeted districts and sub-districts are limited to those contained in the Terms of Reference.

Query 8:

Section 17 of the application is requesting certified copies, please clarify what copies?

Response: Certified Copies of Senior Management identity (ID) documents. (This has been updated on the application form)

Query 9:

Can Private Companies form a consortium with an NPO taking the lead?

Response: It needs to be clear who is forming the consortium, roles and responsibilities, level of effort of each organisation. It must be clear which organisation will be taking the lead and, most importantly, the organisation must be registered NPOs and meet the requirements on the application form.

Query 10:

What if you are an organisation with offices in different provinces are you able to apply for the different districts and how many SR's are to be appointed per district?

Response: If an organisation has a footprint in various provinces and sub districts, they can apply as long as they can demonstrate a local footprint in those areas. The likelihood is that, while one SR per sub-district will be appointed, there could be an opportunity where sub-districts could be combined and served by one SR in terms of close proximity.

To Note: The number of SR's has been updated to up to ten (10) SRs to implement the programme.

Query 11:

What would be the exact targets over the 3-year period for the Western Cape:

Response:

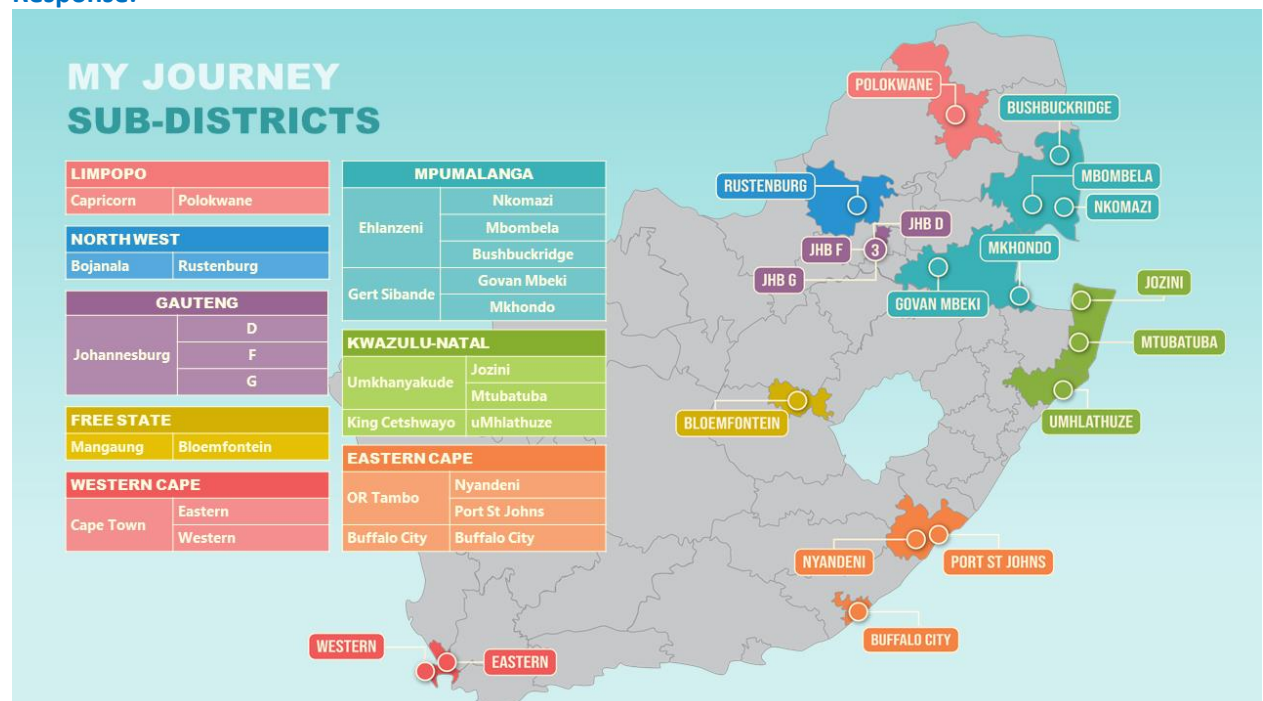
SUB-DISTRICT TARGETS

PROV.	DISTRICT	SUB-DISTRICT	TARGET: REACH	TARGET: HTS	TARGET: PREP	TARGET: LINKAGE TO CARE
KZN	King Cetshwayo	City of uMhlathuze	17767	17767	2364	95%
KZN	Umkhanyakude	Jozini	6703	6703	892	95%
KZN	Umkhanyakude	Mtubatuba	6509	6509	866	95%
LP	Capricorn	Polokwane	24819	24819	3302	95%
MP	Ehlanzeni	Bushbuckridge	20516	20516	2730	95%
MP	Ehlanzeni	City of Mbombela	29958	29958	3986	95%
MP	Ehlanzeni	Nkomazi	21082	21082	2805	95%
MP	Gert Sibande	Govan Mbeki	12822	12822	1706	95%
MP	Gert Sibande	Mkhondo	9139	9139	1216	95%
NW	Bojanala	Rustenburg	29259	29259	3893	95%
WC	City of Cape Town	Cape Town Eastern	17149	17149	2282	95%
WC	City of Cape Town	Cape Town Western	13121	13121	1746	95%

Query 12:

Which provinces and districts will this be implemented?

Response:



Query 13:

What will be done to ensure a fair evaluation process.

Response: All applications will be evaluated provincially based on the Evaluation Criteria as set out in the terms of reference. Electronic submissions are preferred; however, provision has been made for those that would like to make physical submissions.

Also, To Note: Change of Address for Hand Submissions in KZN to the address below which has also been updated on the terms of reference.

Kwa-Zulu Natal	District AIDS Council
214 Dr Pixley kaSeme street, Durban 4001, Liberty Towers, Ground floor	

Query 14:

What if you don't have B-BBEE Certification or a level lower?

Response: Strictly level 1 or level 2 certifications will qualify even if it's a consortium.

Query 15:

1. We have our own M&E Programme. Would this be an acceptable reporting tool, or will NACOSA supply an independent one?

Response: All Sub-Recipients will be expected to utilize the Principal Recipient provided Information Management Systems (IMS)

2. Our groups include adolescent boys. Would this be permissible?

Response: The My Journey Adolescent and Young People Programme, is a targeted initiative focused on addressing the unique challenges faced by young women in relation to HIV and AIDS, sexual and reproductive health, and overall wellbeing. The Programme offers a defined package of services reaching adolescent girls and young women with health services between 15 and 24 years old. Other populations will not be denied service delivery, but they are not the targeted focus of the programme.

Query 16:

Thank you for sharing the Request for Applications for the *My Journey Adolescent and Young People Programme (RFA-NACOSA-01-2025)*. We are very interested in this opportunity and would appreciate some clarification on a few points to guide our application:

1. **Curriculum** – Will sub-recipients be required to use a standardised NACOSA curriculum, or is there flexibility to adapt and integrate existing organisational content where aligned?
2. **Programme intensity** – What level of intensity/number of touchpoints per AGYW reached should applicants plan for?
3. **Geographic coverage** – Can you confirm whether one sub-recipient is expected to cover both Nyandeni and Port St Johns within OR Tambo District?
4. **Budget and overheads** – at the point of contract negotiation - is there an IDC rate that NACOSA/Global Fund has in place?
5. **Staffing** – Should the proposed organogram reflect posts already in place, or can these be recruited after award?
6. **Targets** – For Nyandeni, is the target of 12,876 AGYW reached spread across the three-year grant period, or is this an annual requirement?

Response:

1. Sub-Recipients will be expected to deliver on a defined package of services as indicated in the Terms of Reference. Biomedical services will be delivered in accordance with Department of Health Guidelines.
2. A Risk Assessment forms part of the defined package of services – this assessment will guide the intensity of services required by a program participant. Risk assessment is repeated in every 6 months.
3. Sub-Recipients are encouraged to apply for districts and sub-districts where they have an implementation footprint or intent to scale to services to. Sub-district finalization will be concluded upon finalization of the Sub-Recipient selection process.
4. SR budgets for overheads are allocated based on the target ratio within the total AYP grant. Cost recovery methods will be guided on with orientation and contract negotiation stages.
5. The required staffing can be recruited after the grant award.
6. The target, 12 876 is the number of AGYW selected SR is expected to reach over the grant period.

Query 17:

Please advise if we are allowed to submit our application for the abovementioned programme by hand as well as electronically via WeTransfer?

Response: Please only make one submission either electronically (preferred) or by hand.

Query 18:

I / we would like to find out why does the next programme to be implemented exclude young boys and men (AGYM). It only caters for AGYW aged 15 - 24, 18-24.

Response: According to the latest UNAIDS Global AIDS Update, adolescent girls and young women aged 15–24 years continue to bear the brunt of HIV in sub-Saharan Africa, accounting for 28% of new HIV infections. In South Africa, all women face a disproportionate HIV burden, but the gender disparity is most pronounced among adolescent girls and young women between 15 and 24 years, whose HIV prevalence is 3.3 times greater than their male peers. The My Journey Adolescent and Young People Programme is a targeted initiative focused on addressing the unique challenges faced by young women in relation to HIV and AIDS, sexual and reproductive health, and overall wellbeing. The Programme offers a defined package of services reaching adolescent girls and young women with health services between 15 and 24 years old. Other populations will not be denied service delivery, but they are not the targeted focus of the programme.

Query 19:

1. To be finalised demand creation agent (DCAs) seed referral to Biomedical Services is this a position or it an instruction?

Response: Subject to approval this would be a local service provider agreement between sub-recipient and community recruiters.

2. In requirements (Approved Budget) the NPOs should submit the previous funding or they to get it from NACOSA?

Response: As per Section 8 of the Application form, Sub-Recipients should submit their 2024-2025 Organisational Budget as Annexure 6. Please also list your current donors, size of funding and what the funding covers as per the Table provided in Section 8

Query 20:

Kindly advise on **Q12 Programme Intervention:** does the question requires that we provide answers for AGYW only or the overall interventions by the organization since its inception/formulation?

Example: Years (do we specifically indicate years for AGYW/AYP)?

Participants reached (again does this implies to AGYW/AYP programmes only)?

Please provide more clarity on this question as I do not understand clearly?

Response:

Please check the boxes next to the interventions implemented and provide details including:

- Type of services offered
- Geographic location of services (include districts and sub-districts where relevant)
- Years of active service delivery
- Target population reached with services
- Number of participants reached or other evidence of reach (for example, online presence, social media channels and followers or average engagement)

Bullet point number 4 provides the opportunity to indicate the target population that your organisation reached with the relevant intervention. In this section you would have to indicate whether your services were targeted at general populations, AGYW/AYP, key populations, vulnerable populations etc. You would then need to indicate for each of the populations you specified the years active, and number of participants reached.

Query 21:

Hope this email finds you well. We are kindly requesting clarity on the Application form for number 8. HISTORY OF GRANT FUNDING. We are not currently funded and our previous funding ended March 2025 so what do you write on this section?

Response: As per Section 8 of the Application form, Sub-Recipients should submit their 2024-2025 Organisational Budget as Annexure 6. Please also list your current donors, size of funding and what the funding covers as per the Table provided in Section 8 - In this section you can add the funding cycle that ended in March 2025.

Query 21

Please assist, if we apply for Mpumalanga, can we also submit in Cape Town, or do we need to submit in Mbombela.

Response: Electronic Submissions are preferred. If you are physically submitting for the Mpumalanga province in the Western Cape, please clearly mark that on the submission envelope.

Query 22:

For **Number 09: Programme Performance**, could you kindly confirm whether the rating scale in this section is provided purely as a guide, or if we are required to record our self-rating (e.g., "5") strictly under the corresponding number/column on the scale (e.g., under the column marked "5")? Alternatively, may we indicate our rating in the table irrespective of where the guide appears on the left-hand side?

Response: Indicate your performance for previous grants implemented by your organisation as evidenced by rating or progress reports. Please use the guidelines as indicated in the application form. If you wish to elaborate or provide justification for the rating, please include that as you deem relevant in the "YOUR RATING" column.

Query 22:

I would like to check with regards to the organogram, can we attach our current organogram or the proposed organogram for AYP?

Response: Please provide a diagram (organogram) of your **current organisational** management, programme and administrative positions including Human Resources, Finance, Programme staff,

Procurement and Supply Management, M&E, Project Management staff. Please attach this as Annexure 13.

Query 23:

1. Our understanding is that the SR will be required to implement the prescribed scope of work outlined in the Terms of Reference. Could you please confirm whether applicants are expected to propose a detailed scope of work and activities, or whether the application should focus primarily on demonstrating relevant AYP programme experience and organisational capacity?

Response: Applicants are not expected to provide a detailed scope of work or budget.

2. The RFA requests submission of any existing MOUs/SLAs with DoH, DOE, and DSD. As these agreements are confidential between the contracting parties, would it be acceptable to submit only the first and last pages of the signed agreements as evidence? If not, could you kindly advise on the minimum documentation required, as we would need to seek consent from the contracting parties to share full agreements.

Response: For the SLA/MOU documents – NACOSA would like to see the following:

- Signed Agreement between the organisation and the Government department
- Date of the Agreement
 - Current Duration of the Agreement (e.g. 01 January 2025 - 31 December 2025)
 - Agreed deliverables by both parties

Query 24:

Our February 2025 audited financial statements are not available yet. The AFS for Feb 2024 and Feb 2023 are available. In lieu of the Feb 2025 AFS, will you accept the most recent management accounts pack signed by the preparer?

Response: Yes, Management accounts for 2025 will be acceptable accompanied by a letter signed by an authorised person regarding the 2025 Financial statements not yet being available.

Query 25:

The RFP question is as follows: If an organisation does not have three years of audited financial statements but has recently opened a new bank account, after operating for five years without external funding, what are the chances of disqualification? Should the organisation still apply for funding?

Response: Please note applications will be evaluated based on the information required from applicants to qualify as stated in the Terms of reference and the application form

Query 26:

On the issue of JOINT VENTURES, you have clarified on the submission of consolidated B-BBEE for all parties and JV agreement outlining roles of the parties and indicating who in the JOINT VENTURE is the Lead Party. These aspects are crystal clear.

Response: Yes, they need to provide compliance documents.

Query 27:

1. Section 10 of the application form refers to a 2-page organizational profile, which needs to be included as a written response, as well as in Annex 8. For the purpose of the Annex, should applicants provide information additional to the 2-pager? Are there any particular requirements for Annex 8 or should applicants use their discretion?

Response: Please briefly describe your organisation and summarise your successful delivery of HIV prevention programming with adolescents and young people. Please focus on relevant experience in the following:

- HIV prevention and biomedical peer education
- HIV Testing Services (HTS)
- Clinical sexual and reproductive health services (SRH) for young people, specifically with adolescent girls and young women
- Clinical PrEP services
- Social Behaviour Change Communication, demand creation and digital health communication
- Distribution of medical and non-medical commodities including condoms, dignity packs etc
- GBV prevention and response, human rights programming, or related areas

For Annexure 8 sub-recipients are requested to provide an Organisational Profile that may include any information on your organisations, programme, systems, innovations, successes that you deem relevant as part of your profile.

2. For Section 8: History of Grant Funding, the application form requires a list of only current donors. Should applicants also list recently closed awards? Alternatively, should applicants provide this detail in the organizational profile (Annex 8)?

Response: Please include recently closed awards in this section as relevant for the 2024-2025 period. Additional information on past performance of grants may also be provided in Section 9

3. For Section 9 on Programme Performance, the application form requests performance from previous grants, does this mean NACOSA is looking for information on only closed projects, or can we also include performance for active projects?

Response: Please include both current and past award information as relevant

4. For Section 12 on Programme Interventions, must the applicant provide participant reach per year, or total overall reach since inception of the organization?

Response: For Section 12 please include the overall reach for each of the interventions and targeted populations you describe.

- a. If applicants are applying for multiple sub-districts/districts, should total participants reached be disaggregated per district in table 12?

Response: Please disaggregate by sub-district and district if you are applying for multiple sub-districts and/or districts.

Query 28:

I am a bit confused about procedures delineated in your RFA for submitting the application via WeTransfer. Presumably per Step 1, all documents – cover letter, application, and supporting documents are submitted in one “WeTransfer” session. Which would provide a single WeTransfer link that we send to you. But in Step 2 (see below), you indicate to “submit the application by email ...”. But presumably you only want the WeTransfer link in the email.

Response: Yes, Applicants may submit compressed PDF documents and if submitted with a link only WeTransfer links will be accepted.

Does this refer to conflict of interest with NACOSA and/or the Global Fund? Or potential conflicts in the organization? Such as employees that might be related?

Response: Yes, that is correct, this relates to both organisational staff and Board members.

Query 29:

Based on the previous multi-stakeholding engagement meeting we had, we were informed that DREAMS has come to an end and all of the programs, including Global Fund My Journey, which were hosted by NACOSA in Tshwane will now be moved to a few Regions in the City of Johannesburg, one of which is our in Region G.

Kindly provide us with the new address where we can physically submit our application. Secondly, our organization has been running for quite some time however the main programs that we were doing which are relevant to this application were HIV sensitization, information sharing with our AGYW/ABYM. Are we still eligible for funding if we are yet to start with PReP/PEP, condoms and other preventative resource distribution due to the low number of such in Region G?

Response: Physical Submissions in Gauteng:

NACOSA Block A, Unit 3, First Floor, NACOSA, Inkwazi Office Park, 1249 Embankment Rd, Zwartkop, Centurion, 0051

Please note applications will be evaluated based on the information required from applicants to qualify as stated in the Terms of reference and the Application Form

Query 30:

How many SRs do you need for KZN for the implementation of the AYP in the Province (KZN).

Response:

- Due to budget cuts, the SR allocation has been reduced across the Grant.
- For KZN, there are three Sub-Districts, the SR allocation will be confirmed once the budgets have finalised by the funder.

Query 31:

Kindly advise if you accept **Independently Reviewed** Annual Financial Statements instead of the **Audited** financials.

Response: Yes, if independently reviewed by a registered independent reviewer