



Seafood Alliance for Legality & Traceability Call for Expressions of Interest for Small Grants

I. Introduction & Background to SALT

The Seafood Alliance for Legality and Traceability (SALT) is a global alliance for knowledge exchange and action to promote legal and sustainable fisheries through improved transparency in seafood supply chains. SALT brings together the seafood industry, governments, and nongovernmental organizations (NGOs) to accelerate learning and support collaboration on innovative solutions for legal and sustainable seafood, with a particular focus on traceability—the ability to track the movement of seafood through supply chains. SALT is a public-private partnership between the United States Agency for International Development (USAID) and the Walton Family, Packard, and Moore Foundations and is implemented by FishWise, a non-profit sustainable seafood consultancy.

SALT has four main objectives:

1. Expand accessible, interoperable, and electronic catch documentation and traceability (eCDT) systems for wild capture fisheries and aquaculture.
2. Increase the capacity of seafood-producing countries to adopt catch documentation and traceability systems to strengthen fishery management and verify fisheries data.
3. Increase incentives and capacities for the seafood industry to adopt electronic traceability to ensure the legality of wild-caught fisheries products in their supply chains.
4. Identify ways in which the implementation of eCDT can support human and labor rights for all seafood workers, food security, livelihoods, and well-being.

In the first two years of the project, SALT stakeholders identified focus areas requiring collaboration that would make progress toward digitizing seafood traceability worldwide.

- **Incentivizing eCDT:** What hinders or helps groups to elect a system of traceability that uses electronic data, starts at harvest, and benefits multiple groups (such as fisheries managers or human rights groups).
- **Comprehensive eCDT Principles:** When designing a system of electronic traceability that is inclusive of multiple stakeholders, what are the guidelines and best practices to follow?

More information is available on [SALT's website](#) and in the [event reports](#).

II. Small Grants Program Purpose & Objectives

The goal of this Expression of Interest (EOI) is to identify potential applicants for SALT's small grants program. SALT is implementing a small grants program to catalyze action around three main challenge areas identified by the SALT community. The small grants will need to align with SALT's objectives and focus areas noted above and target seafood-producing country governments, industry, and/or fishers. SALT intends to fund up to \$75,000 across three small grant projects.

The EOI should detail the following three items: A) The challenge(s) to be addressed, B) How you will tackle the challenge(s), and C) Who you will collaborate with on the challenge(s).

A. What challenge/s are you going to address?

For small grant funding, SALT is seeking innovative projects that address ***one or a combination*** of the following challenges:

1. “Making the Case for Trace”

Engage with industry to develop a knowledge product (resource, report, tool, etc.) that makes the case for the value of electronic traceability for industry partners.

Key Audience: Industry

2. Uncovering the Value in Electronic Traceability Systems

Conduct research on the topic of return on investment (ROI) related to comprehensive eCDT¹. The research should involve collaboration and convening with experts on the topic, as well as members of the target audience. SALT defines ROI broadly to include the value received economically, ecologically, and socially. The collaboration, research, and knowledge product (resource, report, tool, etc.) should address ROI comprehensively across all three categories.

Key Audiences: Producer Country Government and/or Industry

3. Explore the Practical & Effective Use of Traceability Data for Governments & Fishers

Demonstrate the direct benefit of electronic traceability data for producer country governments and/or fishers. Be sure to explore the capacity challenges and opportunities for utilization of the data for fisheries management, human and labor rights, and timely decision making.

Key Audiences: Producer Country Governments and/or Fishers

¹ In this document, comprehensive in the term ‘comprehensive eCDT’ refers to systems that collect data that supports supports social, ecological, and economic well-being overall.



B. How will you tackle the challenge?

Pitch your innovation solution to us! SALT is a collaboration and learning project so this could include one or a combination of the following:

1. **Conduct a Collaboration & Learning Event:** Lead the design and management of a collaboration and learning event in coordination with the SALT team. The event may be a standalone event or linked to an existing event — online or in-person.
2. **Peer-to-Peer Learning Exchange:** Identify opportunities for key audiences to interact and learn from their peers online or in-person.
3. **Develop a final product for the key audience:** This could be an online tool, case study, etc. tailored to the key audience.
4. **Develop your own innovative approach to the challenge.** We are open and know there are a lot of creative people and ideas so submit something new for review.

C. Who will you collaborate with on the challenge(s)?

Ideas featuring multiple organizations or intentionally engaging external groups will be looked upon favorably in the process. Human-centered design approaches that tackle the challenge(s) in collaboration with the target audience(s) are also of particular interest. We will also favor ideas that facilitate participation of women and marginalized groups. See Table I: Evaluation Matrix for more detail.

III. Expressions of Interest Process

The awarding process will use a two-step approach. First, potential grantees will have the opportunity to respond to this EOI, using the small grants EOI template (Annex A), required for participation. The selected finalists will be invited to respond to a Request for Application (RFA) which will finalize the scope of work and budget, and collect necessary documentation for an award issued under a USAID-funded project.²

SALT invites qualified Offerors to submit their EOI by the following deadlines:

Date of Issuance:	November 22, 2019
Questions Due:	December 6, 2019 by 5:00 PM PST
Q&A Posted:	December 12, 2019 by 5:00 PM PST
Application Submission Deadline:	January 15, 2020 by 5:00 PM PST

² It is important that potential applicants understand that final approval of grant awards come from USAID; as an agency of the US Government, there are a number of terms and conditions with which any Recipient will have to comply. Applicants will be carefully evaluated during the RFA process on whether they are able to comply with these conditions. The flow-down standard provisions are included in Annex B.

Interested bidders should submit their inquiries and responses by email by the dates listed above. Responses should be directed to SALT@fishwise.org.

Required Deliverables

In addition to the impact/output proposed by the grantee, SALT will ask each grantee to complete the following deliverables over the course of their period of performance:

- Produce updates for SALT’s website and the SALT community on the grantees’ progress, and provide key takeaways, failures, and accomplishments. The media piece may be a blog post, video, or another shareable piece. *Due every two months.*
- Attend at least one event or convening to present on the progress and/or impact/outcome of the grant. Report back on the topics discussed and notable outcomes. *Due once per grantee. Associated costs may be included in the grantee’s budget.*
- Produce one thought piece for an external, higher-visibility publication, that combines learnings and insights from SALT and the offeror’s program.

Upon award and issuance of a subaward, a full deliverable schedule, due dates, and the associated cost will be decided. All deliverables shall be submitted in electronic format by the bidder to the designated FishWise contact person by the anticipated due dates.

CONTRACT MECHANISM & TERMS OF PAYMENT

For applicants selected during the EOI phase an RFA will be issued. Following the RFA process, FishWise anticipates awarding a fixed price, deliverables-based subagreement.

PERIOD OF PERFORMANCE

On/or about February 15, 2020 – August 15, 2021. The final timeline will be approved during the RFA process.

LOCATION OF WORK

Global.

GENERAL INSTRUCTIONS

“Offeror”, “Grantee”, and/or “Applicant” means an organization proposing the work under this EOI. “Offer” and/or “Application” means the package of documents the organization submits to propose the work.

Offerors wishing to respond to this EOI must submit applications, in English, in accordance with the EOI.

ELIGIBILITY CRITERIA

Non-U.S. nongovernmental organizations (for profit or nonprofit) are eligible organizations for grant awards. For example, these may include:



- Non-Government Organizations (NGOs)
- Professional organizations
- Research institutions
- Commercial organizations
- The organization must have demonstrated experience in technical areas relevant to the scope of work or grant focus.
- The organization must have been in existence for more than 3 years

The following are ineligible for grant awards:

- Governmental entities or officials
- Individuals
- Political organizations
- Grants may not be used for religious activities; religious organizations may be eligible if the proposed grant activity is consistent with the Project objectives.

If an organization or its key personnel appear on any of the following lists, it is automatically ineligible to receive a grant:

- List of Excluded Parties List System <http://www.epls.gov/>
- OFAC List of Specially Designated Nationals and Blocked Persons <http://www.treas.gov/offices/enforcement/ofac/sdn/index.shtml>
- Excluded Parties List System: <http://www.sam.gov>.
- United Nations Consolidated List (Resolution 1267): <http://www.un.org/sc/committees/1267/narrative.shtml>

FUNDING

The grant funds may be spent only in accordance with the approved funding request and budget. For the EOIs only a total estimated budget is required, as noted in the submission template, see Annex A. For the RFA, a budget template shall be used, and additional guidance will be given to those invited to submit full proposals.

SALT intends to fund up to \$75,000 spread across approximately **three** different grant projects. The small grants will be limited to funding ***personnel time, limited travel, and nominal other direct costs. Grantees may not enter into further subagreements or purchase non-expendable equipment.***

SUBMISSION REQUIREMENTS & EVALUATION

Applicants must provide full, accurate, and complete information as required by this solicitation and its attachments. **Incomplete applications will not be considered.**

Applicants must submit:

- 1) A Cover Letter (Not-to-exceed 1 page)**
- 2) A Completed Small Grants EOI Template (Annex A)**

A review panel consisting of at least three SALT and/or FishWise staff will judge the EOIs and the RFAs. Submissions will be evaluated and ranked according to the conditions described in the evaluation criteria below, with a total overall maximum point value of 100. The selection will be based on the best value/trade off (weighing price against technical factors) as follows in Table I: Evaluation Matrix:

Proposal Element	Evaluation Criteria	Maximum Points
Which challenge will you address?	Must select one or more challenge(s).	N/A
How do you propose addressing the challenge(s)?	<ul style="list-style-type: none"> • The proposed scope will address the SALT challenge(s) selected. • The proposed scope is within reason based on the funding-level and period of performance. • The proposed scope is backed up by proven or theoretical results chain. 	20
Who is your key audience? Are there any secondary audiences?	<ul style="list-style-type: none"> • Addresses a SALT key audience for year three. • SALT prioritizes women, and marginalized populations. 	10
What is the geographic location of your work?	Higher scores will be given for work in seafood-producing countries.	5
Who will collaborate on the challenge(s)?	<ul style="list-style-type: none"> • Higher scores will be given to organizations and teams proposing collaborative work. • SALT prioritizes collaborating with the target audience. 	10
What is your timeline for addressing the challenge(s)?	Challenges must end August 2021.	5
In addition to the required deliverables (listed above in Section III), what will you deliver as a result of your small grant funding?	Deliverables are clearly articulated and achievable in the timeframe provided.	15
Who are the lead personnel?	Personnel have background in: <ul style="list-style-type: none"> • The proposed scope of work. • Seafood traceability. 	15

What is your budget?	<ul style="list-style-type: none"> • Budget is within reason. • Costs are inclusive of indirect and direct activities, taxes/VAT, and overhead. • A justification and/or a NICRA for any overhead costs are included in the proposed budget. • For personnel the hourly/daily rate and a written justification for the rate that is proposed. • No equipment will be purchased. 	<p style="text-align: center;">10</p>
Cost Share	<p style="text-align: center;">Cost share or leverage is preferred.</p>	<p style="text-align: center;">10</p>

During the evaluation, the bidder may be requested to supply additional information in writing concerning content and/or to clarify points in their responses.

RESPONSIBILITY DETERMINATION

FishWise will not enter into any type of agreement with an Offeror prior to ensuring the Offeror’s responsibility. When assessing an Offeror’s responsibility, the following factors are taken into consideration and FishWise will request additional information from the selected Offeror to make a responsibility determination:

1. Offeror will abide by the Standard Provisions, Annex B.
2. Provide evidence (Ex. Business Registration) of the required business license(s).
3. Have a data universal numbering system (DUNS) number or a signed self-certification of DUNS exemption.
4. Have adequate financial resources to finance and perform the work or deliver goods or the ability to obtain financial resources without receiving advance funds from FishWise.
5. Have a satisfactory past performance record. To be determined by past performance and references.
6. Have a satisfactory record of integrity and business ethics. To be determined by past performance and references.
7. Have the necessary organization, experience, accounting and operational controls and technical skills. To be determined by past performance of similar complex projects.
8. Be qualified and eligible to perform.

NOTE

- FishWise will not compensate individuals or vendors for preparation of their response to this Solicitation.
- Issuing this Solicitation is not a guarantee that FishWise will grant a subaward..
- FishWise reserves the right to grant a subaward based on the initial evaluation of offers without discussion.

- FishWise may choose to grant a subaward for part of the activities in the Solicitation.
- FishWise may choose to award to less than three or more than six offerors at their discretion.
- FishWise may choose to award more or less than the anticipated ceiling amount.
- FishWise may choose to grant a subaward to more than one offeror for specific parts of the activities in the Solicitation.
- FishWise may request from short-listed offerors a second or third round of either oral presentation or written response to a more specific and detailed scope of work that is based on a general scope of work in the original Solicitation.
- FishWise has the right to rescind the solicitation, or rescind an award prior to the signing of a subaward due to any unforeseen changes, be it funding or programmatic.
- FishWise reserves the right to waive any deviations by offerors from the requirements of this solicitation that in FishWise's opinion are considered not to be material defects requiring rejection or disqualification; or where such a waiver will promote increased competition.
- Any products or data produced by this belongs to FishWise and/or USAID, which places them into the public domain. Any distribution of products or data must first have written authorization from FishWise or its designated representative.

Annex A: Small Grants EOI Template

Annex B: Standard Provisions