



Republic of the Philippines
Office of the President
COMMISSION ON HIGHER EDUCATION
REGIONAL OFFICE XI
Loyola St., Obrero, Davao City



Tel. Nos.: +63 (82) 295-3418 • 295-7696 • 282-4448 • 321-7418 Email: chedro11@ched.gov.ph

MEMORANDUM FROM THE REGIONAL DIRECTOR
No. 89, s. 2022

For : PRESIDENTS/HEADS OF PUBLIC AND PRIVATE HIGHER EDUCATION INSTITUTIONS

Subject : CALL FOR APPLICATIONS TO THE GRANTS FOR YOUTH WORK AND CONTINUING EDUCATION READINESS TRAINING PROGRAM FOR DepEd ALS COMPLETERS.

Date : JULY 01, 2022

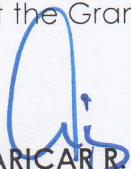
In accordance with the pertinent provisions of RA 7722 otherwise known as the Higher Education Act of 1994, this XI hereby endorses the above-undertaking organized by the **USAID Opportunity 2.0 Project – Education Development Center.**

The USAID Opportunity 2.0 Program of the Education Development Center is extending the submission of **grant applications** to the **Grants for Youth Work and Continuing Education Readiness Training Program for DepEd ALS Completers.**

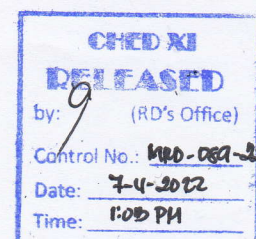
The call is open to all Philippine-based service providers (**including higher education institutions, colleges, and universities**) who work in our 15 covered sites with a proven track record of implementing youth development programs. The attached document provides a summary of the grant inclusions, evaluation criteria, and how to apply. A complete set of the grant application guidelines, templates, and forms can be downloaded from here: <https://go.edc.org/O2GrantsApplications>. Eligible cities include **Davao Hub**: Cagayan De Oro City, Cotabato City, **Davao City**, General Santos. This Office further encourages the HEIs to take the opportunity as Training providers for this Continuing Education Program.

Attached are the information and Guidelines for Application from the proponent for your reference.

For further inquiries, you may contact the Grants Team at GrantsPH@edc.org.


MARICAR R. CASQUEJO, Ph.D., CESO III
Director IV

Incl: as stated





USAID Opportunity 2.0

Grants for Work Readiness and Continuing Education Training for Out-of-School Youth

Application Guidelines

Request for Application (RFA)

RFA # 2021 – 006

29 June 2022

Disclaimer

USAID Opportunity 2.0 reserves the right to change or modify the terms, conditions and other information contained in this publication at any time or as we see fit without prior notice. Because information is constantly subject to change, we are unable to guarantee its accuracy and completeness at the time of reading as well as accept any liability whatsoever for the use of information.

Education Development Center (EDC) is an international non-profit organization that develops, delivers, and evaluates innovative programs to address some of the world's most urgent challenges. Our work includes research, training, educational materials and strategy, with activities ranging from seed projects to large-scale initiatives. EDC enjoys a worldwide reputation for its excellence in program and fiscal management and for the impact of its work.

Being implemented in partnership with the Department of Education (DepEd), Technical Education and Skills Development Authority (TESDA), local government units (LGU) and the private sector in the Philippines, Opportunity 2.0 program aims to provide quality education, skills, and employment opportunities to Filipino out-of-school youth from 15 to 24 years old in 15 cities across the country. EDC's work on the Opportunity 2.0 program is funded by the United States Agency for International Development (USAID); organizations/institutions submitting applications in response to this Request for Application ("RFA") have no relationship with USAID under the terms of this RFA or any resultant grant. All communications regarding this RFA must be directed to EDC.

I. GENERAL INFORMATION

Despite the Philippine government's investment in second-chance education and technical skills training to provide pathways for youth marginalized from the formal education system, many out-of-school youth (OSY) graduates emerge from government programs without any direct application of their skills nor any experience of actual work environments or actual enrolment in further education or training, presenting a significant obstacle to obtaining employment, earning sufficient income as a self-employed entrepreneur, or obtaining certifications and degrees as proof of further education and training. Additionally, most, if not all, workforce development systems at the regional level lack localized mechanisms for the sustained communication and leadership required to align employer demand, youth aspirations, and workforce development initiatives.

Furthermore, in recent local labor market surveys, various industries stated that there is a mismatch of skills among young and new employees to the requirements of the job they are employed to do. USAID Opportunity 2.0 seeks to lessen these gaps between the youth and the demands of the industry by introducing: a) *unique work-based curricula that will enable OSY to be better prepared for expectations and tasks outside of the classroom*; and (b) *unique further education and training orientation materials that will prepare OSY to pursue applications and enrolment in formal higher-level education programs*.

USAID Opportunity 2.0 will also help educational and training institutions develop their capacities in connecting with industry leaders to *introduce or expand work-based learning and internship programs, promoting relevant, in-demand skills training opportunities for OSY job seekers*. Better coordination between industry and education institutions combined with improved academic and technical training is needed to help such youth to fulfill the demands of the labor market.

II. GRANT AWARD INFORMATION

This is a full and open competition for local training service providers that are legally registered to operate in the Philippines and have significant experience in providing capacity building and development programs for the youth, particularly out-of-school youth. Eligible organizations include **NGOs/Non-profit organizations, private technical vocational institutions (TVI), higher education institutions (HEI), and other youth-serving organizations**. The selected institution(s) will receive funding from EDC in the form of a Fixed Amount Award grant with payment upon receipt of milestones/deliverables.

EDC may award one or more grants resulting from this RFA to the Applicant(s) whose application(s) conforming to this RFA offers the greatest value. EDC may also (a) reject any or all applications, (b) accept other than the lowest cost application, or (c) accept more than one application.

Applications must be submitted no later than the date and time listed in Section IV, Step No. 4. A complete timeline is included in Section IV, **Application Information**.

A. Grant Programmatic and Geographic Focus

This USAID Opportunity 2.0 (O2) Grant will support the delivery of **EDC Work Ready Now (WRN) Training Curriculum** to address student skills gaps in jobs and workplaces. By enhancing the capacity of educational institutions to deliver work-readiness and entrepreneurial training, as well as further education advising and counselling, we will ensure that the youth are taught relevant skills that are in demand and needed to effectively carry out relevant and in-demand jobs as well as run their own businesses or transition to further education and higher-level training pathways.

The EDC WRN Training shall be delivered by organizations or institutions that have the experience, expertise and resources in implementing DepEd ALS, Technical-Vocational Education Training (TVET) or other capacity-building programs for OSY between 15 and 24 years old across the country, preferably within the following areas covered by the program and its adjacent environs: **Angeles City, Cagayan de Oro City, Cebu City, Cotabato City, Davao City, General Santos City, Iligan City, Iloilo City, Isabela City, Legazpi City, Pasig City, Quezon City, Tagbilaran City, Valenzuela City and Zamboanga City.**

B. EDC WRN Training Curriculum

The EDC WRN Training Curriculum consists of the following programs:

1. Life Skills Training (DepEd ALS Life Skills and WRN Modules on 21st Century Skills)

This program aims to build transferrable skills through the TESDA's Technical Vocational Education Programs and DepEd ALS Life Skills Curriculum

2. Pathways Orientation for the Youth (POY)

This is a 4-hour orientation with the youth that aims to guide the youth through a series of activities that will help them articulate their goals and identify ways to achieve them.

3. Higher-Level Education Readiness Orientation (HERO)

This is a set of simple, accessible, self-paced orientation materials to help and guide the youth transition to further education and training for Senior High School, College and Upskilling and Multi-skilling

4. WRN Workplace – Work-Based Learning (WBL)

Through this program, the youth is exposed to real workplace, enabled to build relationships with employers, and guided to make informed choices.

5. WRN Biz – Be Your Own Boss (BYOB)

This is an entrepreneurship training for youth who are interested to start their own business.

6. Peer Coaching

This is a group process facilitated by trained peer coaches (other youth).

C. Training Participants

Grantees must train out-of-school youth (OSY) within the age range of 15 – 24 years old and who are not enrolled or studying in formal schools for at least six (6) months before the start of the training. The OSY should also have any of the following profiles:

- 1. DepEd ALS completers** (from 2019-2020, 2020-2021 and 2021-2022) that have taken at least 6 modules (for SY 2020-2021) and 7 modules (for SY2021-2022 onwards) of the Life Skills program (not necessarily passers of Portfolio Assessment)
- 2. TVET NC I, II, III or IV program completers** (not necessarily NC passers)
- 3. Non-ALS or non-TVET Youth** who are within the age range requirement and are not enrolled in formal school for at least 6 months before the start of the training program.

D. Grant Activities and Training Delivery

Grantee is required to conduct the following activities under this grant:

1. **Undergo Training of Trainers (TOT) and Orientation on EDC WRN Curriculum and Monitoring and Evaluation (M&E).** Grantee Project Team composed of the Project/Program Manager, Lead Instructors/Facilitators (at least two), and M&E staff must participate and complete the Training on WRN delivery to be conducted by EDC Training Team. Certification of Completion for this training should be attained prior to the start of the training for the OSY.
2. **Recruitment and Selection of OSY Learners/Trainees.** Grantee must implement a recruitment plan that will select, identify, assess and orient out-of-school youth for USAID Opportunity 2.0 Work Readiness and Continuing Education Training Program.
3. **Delivery of EDC WRN Training Programs to OSY*.** Grantee shall conduct all WRN Training Programs for OSY within the duration of the grant.
4. **Transitioning OSY Learners/Trainers after training completion.** Grantee shall facilitate the transition of youth to employment, self-employment or further education/higher-level training after they complete the WRN programs.

*** For information on training flow and requirements, see Annex A - USAID Opportunity 2.0 Grants Program Technical Guidance for Training Service Providers**

E. Grant Value and Duration

The grant is intended to co-fund the delivery of the WRN training and transitioning programs to OSY for 6 - 12 months. Additional support will be provided to the grantee in the form of access to- and use of- course modules materials previously developed by EDC, and technical and administrative assistance for organizational development, development and delivery of courses; and building a pool of trainers.

The grant budget shall depend on the programs to be implemented and the number of OSY to be trained. **The total grant amount may be up to Php 2 million.** The costs should be related to the WRN Training delivery, and include, but not limited to: *personnel costs, transportation of project staff, transportation and meals for training participants (for Face-to-Face modality) or load allowance for training participants (for online modality), training materials and supplies, and post-training activities for transitioning of youth.* **Costs for implementing or related to TVET skills training are not covered by the grant.**

The grantee should target to train **at least (minimum of) 100 OSY** for this grant.

F. Opportunities and Benefits for Grantees

USAID Opportunity 2.0 grantees will have opportunities to build their name recognition and capacity as a leading educational institution in the country. Some of these benefits include:

- Recognition as a partner institution on a United States Government-funded program;
- Improved skills of instructors/facilitators and program managers due to training and mentorship support from relevant experts;
- Increased quality of the institution's students who will have an advanced set of skills upon graduation which will match the job requirements of the private sector;
- Access to Opportunity 2.0 network which will provide access to collaborative opportunities with other educational institutions as well as with government and private sector partners.
- If requested as part of the grant application, funding for implementation of additional small-scale trainings, purchasing software or hardware etc. to improve the teaching and learning of relevant technical programs integrated with the USAID Opportunity 2.0 Work Readiness and Continuing Education Training Programs;
- Increased linkages with other basic education, training institutions, higher education institutions, and industry leaders in the region where the organization/institution is located;
- Increased visibility and status of the institution through media promotion by USAID, national

- and local government agencies, etc.;
- Opportunities for providing leadership in the region and recognition as a model institution.

III. IMPLEMENTATION WORKPLAN

As part of the application, the Applicant must submit an implementation workplan and timeline for a **minimum of six months** up to a **maximum of 12 months**. Each Applicant must show number of weeks and beginning and ending dates of the proposed activities. Please refer to the sample Implementation Workplan in **Annex E** for an example of the level of detail required for the workplan and timeline.

IV. APPLICATION INFORMATION

All costs for the preparation and submission of an application are at the Applicant's expense. Application preparation costs are not reimbursable.

Questions about the RFA must be submitted in writing to GrantsPH@edc.org.

Applications must be submitted electronically to GrantsPH@edc.org no later than **the date and time listed in Section IV, Step No. 4**. Applications submitted after the due date and incomplete applications will not be considered for the next phase of the application process. It is the responsibility of the applicant to ensure that e-mail submissions are complete and received by the due date and time.

Timeline for the RFA Process:

Step No.	Item	Date and Time
1	<p>Deadline for registering for the Grant Information Sessions for Prospective Applicants. Prospective applicants may choose to attend the session in-person or online.</p> <p>Registration for the information sessions is on these links:</p> <ol style="list-style-type: none"> 1. In-person/Face-to-Face (Pasig City, Metro Manila): https://go.edc.org/F2FTDGrantsInfoSession 2. Online Session: https://go.edc.org/OnlineTDGrantsInfoSession 	<p>5:00 PM, July 4, 2022 (In-person)</p> <p>11:59 PM, July 7, 2022 (Online)</p>
2	Grant Information Session for Prospective Applicants (In-person/Face-to-Face)	9:00 – 11:30 AM Tuesday, July 5, 2022
3	Grant Information Session for Prospective Applicants (Online)	2:00 – 4:00 PM Monday, July 11, 2022
4	Deadline for submission of applications	11:59 PM Friday, August 12, 2022

V. APPLICATION INSTRUCTIONS AND ADDITIONAL DOCUMENTATION

Applications for this grant must follow the guidelines below. Applications must be in English. Applications must be digital and in one or more of the following formats: Word, PDF, or Excel. Applications must include all the following information:

A. Application Cover Sheet

The Applicant must include the RFA Number that appears on the first page of this RFA, the legal name of Applicant's organization, the name and contact information of the person at the Applicant's organization who will receive routine correspondence regarding the contents and status of the program), and the name and contact information of the Applicant's Authorized Representative (the person who is legally responsible for receiving grant funds should such an award be made to the Applicant's organization).

B. Description of the Proposed Approach

The Applicant must complete the Application Form provided in **Annex D** in full and must include the Applicant's proposed approach and methodology for implementing the USAID Opportunity 2.0 Work Readiness and Continuing Education Training Program in the selected priority areas/cities. The approach must include strategies for recruitment of learners/trainees, and the modality to train these learners. The technical approach should also cite strategies for post-training activities to support the transition of training completers to wage employment, self-employment, or further education/training. Applicants may only propose grant activities occurring in their respective area of coverage.

C. Organizational Capacity

The Applicant must complete the relevant sections in the Application Form in **Annex D** and include all supporting documentation requested in **Annex I**.

D. Key Personnel Forms

Applicants must use the Forms included in **Annexes F and G** for each proposed individual for the key personnel positions of Lead Instructor and Program Manager and must include the following in addition to the completed form:

- Resume/CV for each individual proposed;
- A letter of commitment from the President/Dean/Head of Administration for each individual proposed.

E. Timeline/Implementation Workplan

The Applicant must use the template provided in **Annex E** and submit a 6- to 12-month timeline/implementation plan for all activities the Applicant proposes to undertake under the grant.

F. Budget (no page limit)

Please refer to the budget template provided in **Annex H**. Applicants may use this template or submit something similar that provides the same information. **The grant will only fund costs related to the delivery of the USAID Opportunity 2.0 Work Readiness and Continuing Education Training Programs.**

The budget must be in local currency (Philippine Peso) and must include the following:

- A breakdown of all costs associated with proposed activities. Proposed costs must be strictly related to the proposed grant. Each expense must have the following breakdown: cost per unit, number of units, total amount. Examples:
 - (1) cost per unit could be cost of a training manual, number of units would be number of manuals projected to be used, total amount would be cost per unit times number of units;
 - (2) cost per unit could be hourly/daily rate of trainer/instructor; number of units would be number of hours/days (units) of training that will be delivered; total amount would be cost per unit times number of units.

Please refer to the budget template for further guidance.

- Indirect costs will not be covered under the resultant grant. However, administrative costs that are directly related to this grant may be proposed. These costs must be detailed as noted above.

The maximum available funding for one year is Php 2 million per grant. Revealing the maximum available funding does not mean that Applicants should necessarily strive to meet the maximum amount.

While for-profit firms may apply, it is USAID policy not to award profit under assistance instruments such as the grant(s) issued as a result of this RFA.

G. Budget Narrative

This document must include a description of what each budget line item is and will be used for and the basis of the estimated unit cost. The budget narrative must state assumptions and all information that will show exactly how an amount was arrived at. Failure to provide sufficient detail here may disqualify or delay consideration of the application.

All the costs budgeted must be reasonable, allocable to the project, and allowable (*no profit or fee, interest expense, fines, penalties, or entertainment expenses will be covered*). USAID Opportunity 2.0 will only fund direct costs that are clearly related to project activities. **Budgeting for contingency cost is not allowed as every cost item should be associated with an activity.**

All sums indicated in the budget must include associated taxes. Budget for payment of taxes should be built into the cost per item; no separate allocation for taxes will be made.

Unallowable costs

The following costs are not eligible for support by USAID Opportunity 2.0 grants program:

- Cost related to fund-raising events
- Advertising except for employee recruitment, acquiring scarce items for contract performance, and disposing of scrap materials acquired for contract performance.
- Costs of promotional items and memorabilia, including awards, tokens, gifts and souvenirs
- Alcoholic beverages
- Costs of amusement, social activities, and ceremonials
- Membership in any country club or social or dining club
- Contributions and donations
- Fines and penalties
- Interest and other financial costs
- Legal proceedings
- Lobbying and political activity costs

H. Annexes (no page limit)

Applications must include the following annexes:

- a) A recent institutional financial report that illustrates the operating budget of the organization(s).
- b) Proof of organization's registration in the Philippines.
- c) Demonstrated ability for the organization to legally operate in the Philippines.
- d) A list of the Applicant's key individuals including:
 - (i) the principal officers of the organization's governing body (e.g., chairman, vice chairman, treasurer and secretary of the board of directors or board of trustees);
 - (ii) the principal officer and deputy principal officer of the organization (e.g., executive director, deputy director, president, vice president);
 - (iii) the program manager(s) for the proposed grant;
 - (iv) any other person who will have significant responsibilities for administration of the US Government-financed activities or resources under the proposed delivery of the grant.
- e) Information regarding any current litigation in which the Applicant, or any of the entities in the collaboration, are involved, regardless of jurisdiction where the litigation resides.
- f) A completed copy of Organizational, Procurement, and Communications Products Information Form attached in **Annex I**.
- g) A completed and signed copy of the certifications attached in **Annex I**.
- h) Unique Entity Identifier (UEI) Number. See **Annex I**.

VI. SELECTION AND RATING CRITERIA

EDC reserves the right to fund any or none of the applications submitted. To the extent that they are necessary, negotiations may be conducted with the Applicant(s) whose application has a reasonable chance of being selected for award.

A. Eligibility Requirements

Applicants must meet the following minimum requirements:

- Be legally registered to operate in the Philippines and/or be officially recognized by a government agency;
- Organizations or Institutions with proven experience in conducting DepEd ALS, TVET or other training programs for Out of School Youth or youth in general in the target areas/sites for this grant.
- Have adequate infrastructure, including steady uninterrupted electricity and internet access.
- Have the ability to provide two instructors/facilitators and one program manager who will be able to participate in the implementation of the USAID Opportunity 2.0 Work Readiness and Continuing Education Training Programs;
- Submit a letter of commitment from leadership (President or Head of Department) as outlined in the Application Form in **Annex D**.
- Submit all required documents listed in the RFA Checklist in **Annex J**.

Applicant organizations which are colleges or universities must submit a letter from the dean/head of faculty nominating two (2) lead instructors/facilitators and one (1) program manager.

Applicants that do not meet the minimum requirements listed above will not be considered eligible for potential funding and, therefore, applications from these organizations will not be further evaluated. Applications from organizations that meet the minimum requirements will be evaluated based on the following criteria listed below in Section B.

Not eligible for this grant

Grant support under this award may not be extended to the following:

- An individual
- A government entity (except higher education institutions)
- Political parties, groupings, or institutions or their subsidiaries and affiliates
- Organizations that advocate, promote, or espouse anti-democratic policies or illegal activities
- Faith-based organizations whose objectives are for discriminatory and religious purposes, and whose main objective of the grant is of a religious nature.
- Any person or entity who appears on any of the following lists:
 - System for Award Management (SAM) Excluded Parties List
 - The US Treasury's OFAC List
 - The United Nations (UN) list; and
 - The US State Department Terrorism List

B. Selection Process

All applications submitted within the set deadline will undergo a screening process set below:

1. Applications are subjected to an initial screening by checking and verifying the eligibility requirement as well as ensuring completeness of the required documentation. **Applications that are submitted late and incomplete will not be considered for further review.**
2. Applications that passed the initial screening will undergo an impartial review and evaluation using the set of criteria describe on this guideline. The review will be done by the Opportunity 2.0 Grants Selection Committee.
3. The Grants Selection Committee will come up with shortlisted highest rated applications.
4. USAID Opportunity 2.0 will notify shortlisted applicants by email.

C. Technical Application Evaluation Criteria

The criteria presented below have been tailored to the requirements of this RFA and will guide the selection process. The relative importance of each criterion is indicated by approximate weight in points. A total of 100 points is possible. Applicants should note that these criteria serve to identify the significance of elements which Applicants should address in their technical applications, and establish the standards against which all technical applications will be evaluated.

Technical Criteria Category	Description	Maximum Points
Technical Experience in training programs for the youth	The extent of the Applicant's experience in providing trainings and capacity building programs for youth, outlining the scale and depth of the program.	20
Use of Innovative Pedagogy and Technology	The extent of the Applicant's use of innovative pedagogical approaches to teaching and learning as well as capabilities in using technology in classroom instruction at the present time.	20
Partnership Building	The extent of the Applicant's experience and willingness to identify, develop and manage partnerships with government agencies, private businesses, and other organizations.	20
Management	The extent of the Applicant's support from senior management within the institution to take part in USAID Opportunity 2.0.	20
Key Personnel	The qualifications of the proposed lead instructors/facilitators and program manager.	20

D. Cost Application Evaluation Criteria

The cost applications for all acceptable technical applications will be reviewed. Cost applications will not be assigned a rating. The evaluation of cost applications will include a determination of cost realism, completeness, and reasonableness. Cost realism is defined as the Applicant's ability to project costs which are realistic for the work to be performed; reflect a clear understanding of the requirements; and are consistent with the Applicant's technical capacity.

E. AWARDING OF GRANT AND OTHER TERMS/CONDITIONS

- **Pre-Award Assessment and Negotiations**
After the evaluation, selected potential grantees shall undergo pre-award assessment and negotiations process before the grant is issued.
- **Execution of Grant Agreement**
The selected applicant shall receive the grant agreement for signature within one month from the time that the negotiation process has been completed. UEI must be obtained by the grantee before a grant agreement is issued.
- **Reporting and Deliverables**
The grantee is expected to work in close coordination and in full partnership with the USAID

Opportunity 2.0 team throughout the entire grant implementation process. The grantee shall keep USAID Opportunity 2.0 apprised of progress and challenges, and any suggested adjustments to the work plan. In addition, the grantee shall submit the following deliverables to USAID Opportunity 2.0 throughout the duration of the grant:

- Any required reports as may be indicated in the issued grant agreement;
- Summaries and lists of participant attendance for any trainings or meetings conducted;
- Final report summarizing grantee's activities, any notable successes or challenges faced during implementation, any recommendations for possible follow-on grants of a similar nature or intent.
- Participation in EDC-led Learning Events to present outcomes resulted from implementing programs and activities through the USAID Opportunity 2.0 grants program

NOTE: As part of the negotiations with the selected Applicants, USAID Opportunity 2.0 and the grantee will clearly define the set of milestones and milestone deliverables which will form an integral part of the issued grant.

F. LIST OF ANNEXES

- A. USAID Opportunity 2.0 Grants Program Technical Guidance and Scope of Work for training service providers
- B. Required Skills and Experiences and Roles and Responsibilities – Lead Instructor
- C. Required Skills and Experiences and Roles and Responsibilities –Program Manager
- D. Application Form
- E. Implementation Workplan
- F. Nomination Form – Lead Instructor
- G. Nomination Form –Program Manager
- H. Budget Template
- I. Organizational Information Form
- J. RFA Submission Checklist

All application forms and templates can be downloaded from this link:

<https://tinyurl.com/4thTDGrantsApplication>

Should you have any inquiries about the grants program, you may contact the USAID Opportunity 2.0 Grants Team at e-mail: GrantsPH@edc.org.

For more information on USAID Opportunity 2.0, visit our website: <https://opportunity.org.ph/>



USAID
FROM THE AMERICAN PEOPLE



Education
Development
Center

USAID OPPORTUNITY 2.0 PROGRAM
Second-Chance Opportunities for Out-of-School Youth

CALL FOR GRANT APPLICATIONS

ATTENTION:
LOCAL TRAINING
SERVICE PROVIDERS

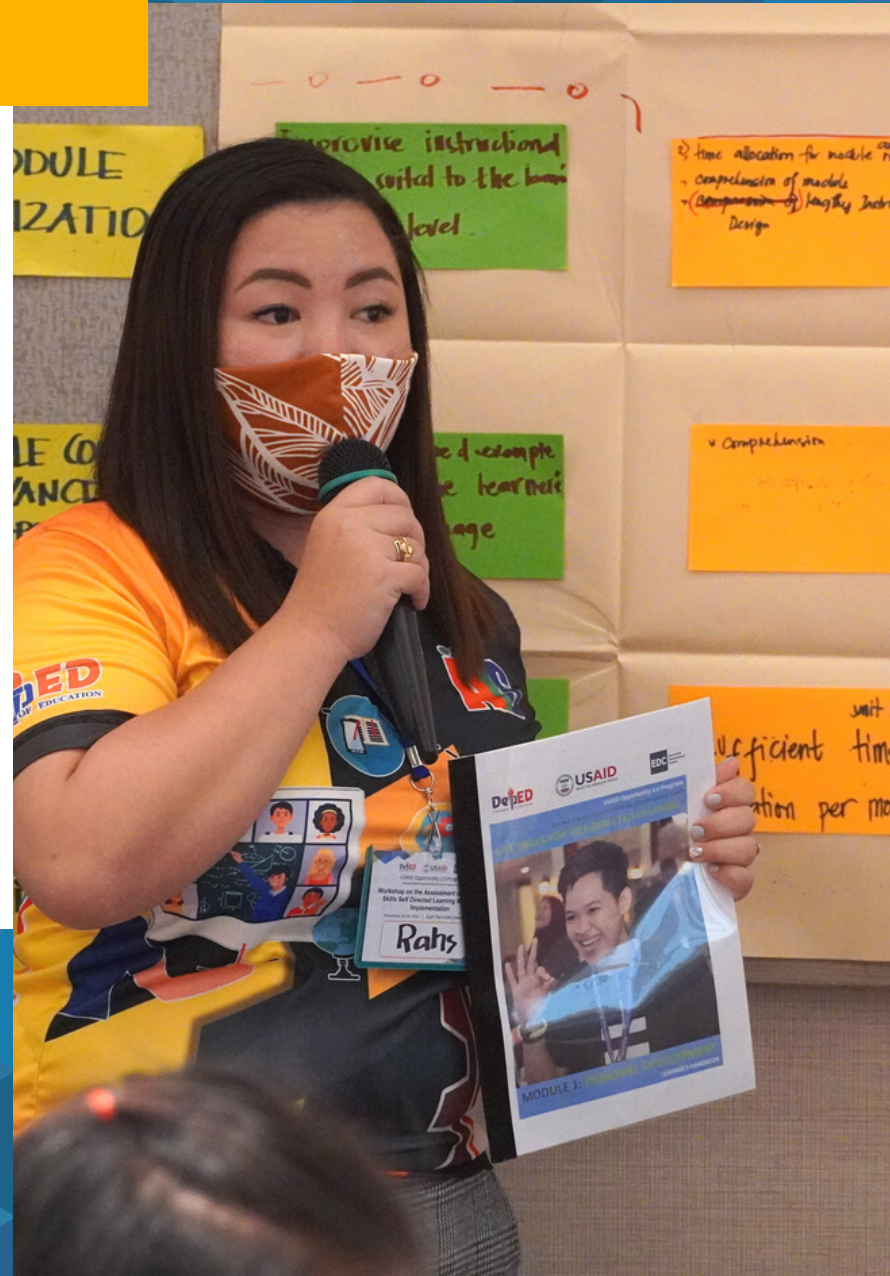
Grants for Work Readiness and Continuing Education
Training for Out-of-School Youth



Why this grant?

To boost local institutions so that they can support more Filipino out-of-school youth of all genders, aged 15-24.

Philippine-based training service providers can propose training program(s) for out-of-school youth, while integrating USAID Opportunity 2.0's work and business readiness content into the proposal.



Who can apply?



ALS and/or TVET service providers, tech-voc schools, private firms, faith-based organizations, and NGOs.

Organizations or Institutions with proven experience in conducting DepEd ALS, TVET or other training programs for out-of-school youth or youth in general in the target areas/sites.



Eligible organizations located in:

- Angeles City
- Legazpi City
- Quezon City
- Pasig City
- Valenzuela City
- Cebu City
- Tagbilaran City
- Zamboanga City
- Isabela City
- Iloilo City
- Cagayan de Oro City
- Davao City
- General Santos City
- Cotabato City
- Iligan City

Programmatic Themes

Proposed activities should integrate EDC's Work Ready Now! (WRN) curriculum into the proponent's existing ALS and/or TVET programs or other relevant training services offered to the youth in the target areas.

Proponents must collaborate with institutional leaders and trainers to allow for wider adaptation of best practices in other institutions.

Collaboration with the private sector and other organizations must also be included to easily facilitate youth to jobs and track their progress.

Building and activating linkages, and providing mentoring and coaching services for OSY self-employment, and/or continuing further education and higher-level training opportunities must also be included.

EDC Work Ready Now! (WRN) Curriculum



Life Skills Training (ALS Life Skills and WRN Modules on 21st Century Skills)



Pathways Orientation for Youth (POY)



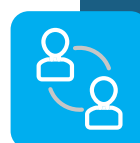
Higher Education and Training Readiness Orientation (HERO)



Work-Based Learning (WBL)



Be Your Own Boss (BYOB)



Peer Coaching

Value & Inclusions



Each grant award will fund programs and activities for up to Php2 million for a period of 6-12 months that targets at least 100 out-of-school youth.



Training service providers should initiate grant activities for OSYs in any of the 15 covered cities by November 2022.

Requirements



**Grant Application
Cover Letter**



**Organizational
Information and Key
Personnel Forms**



**Completed Grant
Application Form and
Description of the
Proposed Approach**



**Budget with
budget narrative**



**Implementation
Workplan**

Evaluation Criteria

Technical Experience in
providing training and
development programs
for the youth

20%

Key Personnel

20%

Management

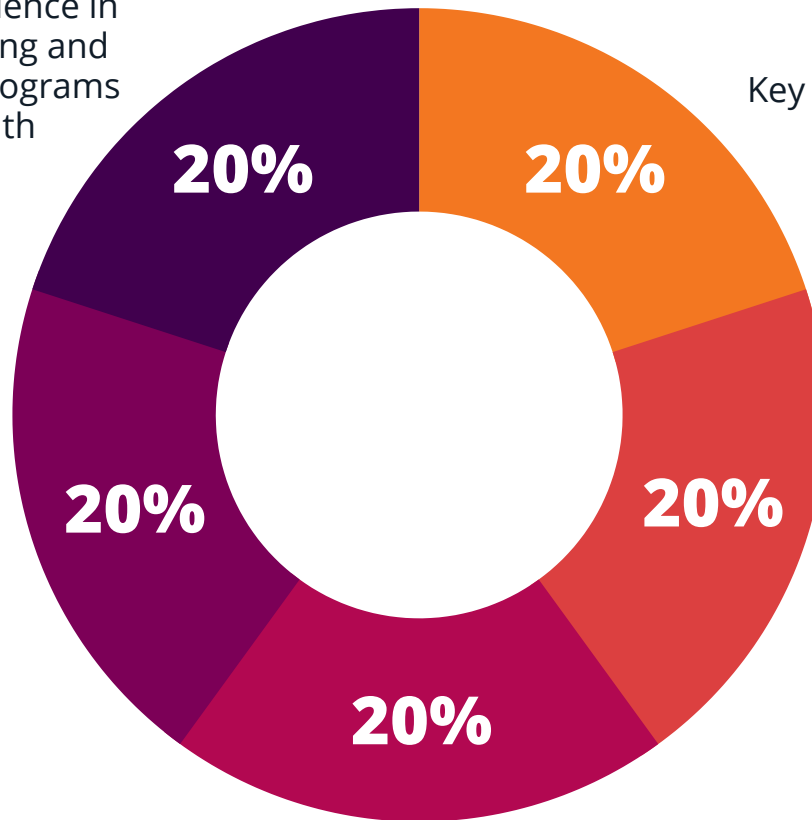
20%

Use of Innovative
Pedagogy and Technology

20%

20%

Partnership Building



How to Apply

Applications should be written in English and saved in one or more of the following formats: Word, PDF, or Excel.

Applications must be emailed to GrantsPH@edc.org no later than 11:59 p.m., August 12, 2022.

DEADLINE
12 August 2022

Grant Application Guidelines

Download the complete and detailed guidelines along with the application forms and templates here:
<https://go.edc.org/O2GrantsApplications>

Info Session for Prospective Applicants

July 5, 2022 (In-Person)
Pasig City, 9AM-12PM
Limited slots. Register here:
<https://go.edc.org/F2FTDGrantsInfoSession>

July 11, 2022 (Online)
RingCentral, 2-4PM
Limited slots. Register here:
<https://go.edc.org/OnlineTDGrantsInfoSession>



USAID
FROM THE AMERICAN PEOPLE



Education
Development
Center

Stay updated. Follow us!

USAID OPPORTUNITY 2.0

*Second Chance Opportunities
for Out-of-School Youth*



opportunity.org.ph



[@USAIDOpportunity2.0](https://www.facebook.com/USAIDOpportunity2.0)



[@opportunity2_0](https://twitter.com/opportunity2_0)



[USAID Opportunity 2.0](https://www.linkedin.com/company/USAID-Opportunity-2.0)



Opportunity2.0@edc.org



Annex A
USAID Opportunity 2.0 Grants Program
Technical Guidance and Scope of Work

Implemented in partnership with the Department of Education Alternative Learning System (DepEd ALS), Technical Education and Skills Development Authority (TESDA) and local government units (LGU), USAID's Opportunity 2.0 is a five-year \$37.5 million program designed to strengthen national and local capability to provide out-of-school youth (OSY) with quality education and learning experiences, inspire life-long-learning, and lead to an improved education, livelihood, or employment opportunities.

The three main components to support this overall goal are: 1) Strengthening the capacity of local and national systems for second chance education 2) Strengthening the capacity of work-readiness and technical – vocational education and training (TVET) systems and 3) Improve the enabling environment for positive youth development (PYD). These components are further reinforced by crosscutting activities which engage both universities and the private sector.

I. TECHNICAL GUIDANCE

A. General Guidelines

The following guidelines are applicable to project implementation in the 15 sites identified by USAID Opportunity 2.0 across the Philippines: **Legazpi City, Angeles City, Quezon City, Valenzuela City, Pasig City, Cebu City, Isabela City, Tagbilaran City, Zamboanga City, Iloilo City, Cagayan de Oro City, Davao City, General Santos City, Iligan City and Cotabato City.**

The **USAID Opportunity 2.0 Work Readiness and Continuing Education Training Program** is implemented preferably by technical and vocational training institutions, higher education institutions or non-governmental organizations (NGO) with proven experience in conducting ALS or TVET programs or other training programs for Out of School Youth or youth in general in the target areas/sites for this grant. The grantee institutions/organizations should integrate the EDC Work Ready Now (WRN) Curriculum into its regular programs as part of the institutions/organizations' program offerings for youth.

B. USAID Opportunity 2.0 Work Readiness and Continuing Education Training Program

Through the Grants for Work Readiness and Continuing Education Training Program, Grantees shall deliver all training programs under the EDC Work Ready Now (WRN) Curriculum to guide the youth in three different pathways in their Journey to Self-Reliance:

Youth's Journey to Self-Reliance



EDUCATION

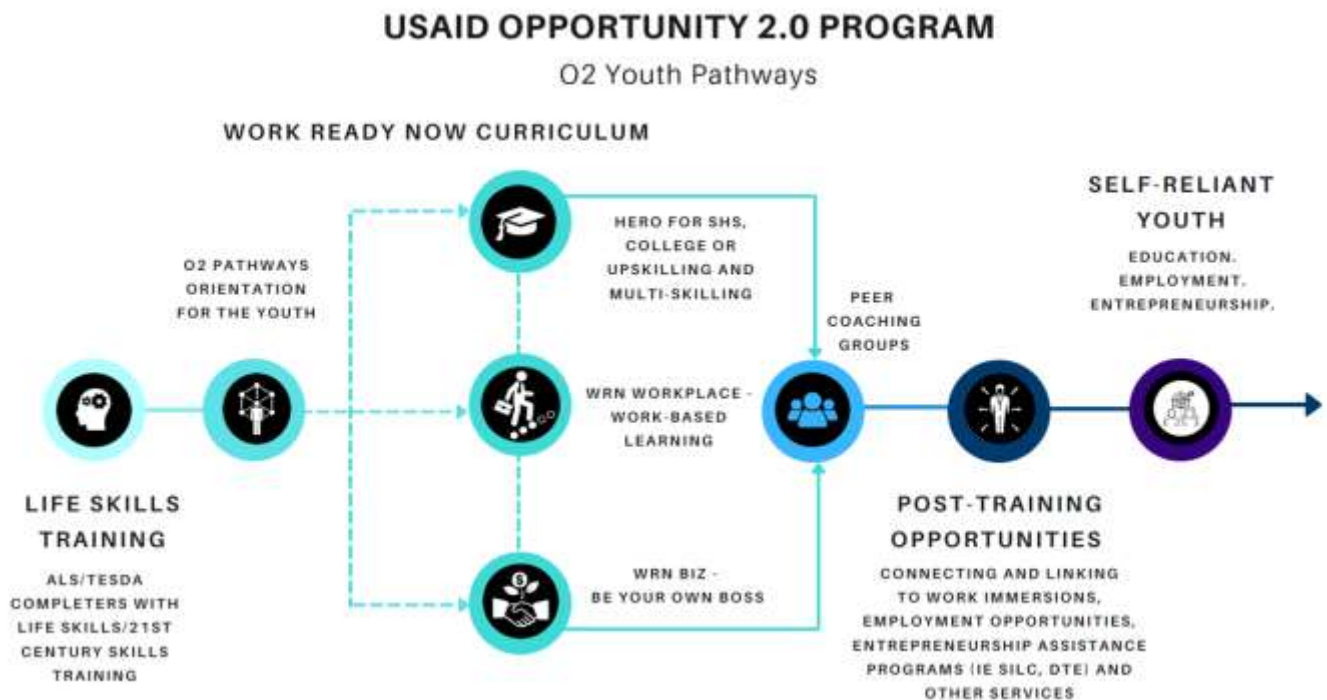


EMPLOYMENT



ENTREPRENEURSHIP

USAID Opportunity 2.0 Work Readiness and Continuing Education Training Program Flow



The USAID Opportunity 2.0 Work and Continuing Education Readiness Training Program must be completed within the approved grant period. All learners must undergo and complete all components of the training program.

C. Program Beneficiaries:

The target beneficiaries are out-of-school youth (OSY) ages 15-24 years old from the 15 Opportunity 2.0 sites with the following demographics:

- Gender:* Male, Female
- Social and health situation:* OSY who are single parents, teen-age mothers, PWDs, IPs, youth in conflict with the law are eligible to participate in the Opportunity 2.0 program
- Work Situation:* Unemployed, employed or self-employed OSY may participate in the program
- A resident of an Opportunity 2.0 program site or from its environs, i.e. OSY who may not be from the site but are employed or studying in the program sites*
- Education Attainment (any one of the following):*
 - May have dropped out of Junior High School or Senior High School;
 - May be a Junior High School graduate but have not enrolled to the next higher level (Senior High School) in the 6 months before the start of the WRN program;
 - May be a Senior High School graduate but have not enrolled to the next higher level (Tertiary level) in the 6 months before the start of the WRN program;
 - May have started a college course but have no college degree (associate, certificate, diploma or bachelor's) or have dropped out of college;
 - May be an ALS Learner or Completer;

- May be a TVET course completer but should not be an NC V course completer in TESDA

The institution/organization should employ process for screening, placing and orienting youth including people with disabilities (PWDs) in appropriate training courses. The process should include a strategy to ensure gender-balance or equal participation of male and female youth.

D. Delivery of EDC WRN Curriculum Options for OSY Learning Groups

Grantee shall deliver the EDC WRN Curriculum with different options for each OSY Learning Group (*in the preferred training sequence or flow*), in consideration of the OSY's interests and career goals:

**Each cohort/class/batch/group of learners should be homogenous, e.g. all ALS completers in one cohort. Mixing of different OSY Learning Groups in one batch is not allowed.*

1. **For DepEd ALS Completers** (*attended and completed ALS Program modules and at least 7 modules of the ALS Life Skills Program*)
 - a. **Option 1**
 - i. Pathways Orientation for the Youth (POY)
 - ii. Higher-level Education Readiness Orientation (HERO)
 - iii. Work-Based Learning (WBL)
 - iv. Peer Coaching
 - b. **Option 2**
 - i. POY
 - ii. HERO
 - iii. Be Your Own Boss (BYOB)
 - iv. Peer Coaching
 - c. **Option 3**
 - i. POY
 - ii. HERO
 - iii. BYOB
 - iv. WBL
 - v. Peer Coaching

2. **For TVET Completers** (*completed a TVET skills program and with or without NC qualifications*)
 - a. **Option 1**
 - i. 21st Century Skills (2ICS)
 - ii. Pathways Orientation for the Youth (POY)
 - iii. Higher-level Education Readiness Orientation (HERO)
 - iv. Work-Based Learning (WBL)
 - v. Peer Coaching
 - b. **Option 2**
 - i. 21st Century Skills (2ICS)
 - ii. POY
 - iii. HERO
 - iv. Be Your Own Boss (BYOB)
 - v. Peer Coaching
 - c. **Option 3**
 - i. 21st Century Skills (2ICS)

- ii. POY
- iii. HERO
- iv. BYOB
- v. WBL
- vi. Peer Coaching

3. Non-ALS and Non-TVET Completers

a. Option 1

- i. ALS Life Skills
- ii. Pathways Orientation for the Youth (POY)
- iii. Higher-level Education Readiness Orientation (HERO)
- iv. Work-Based Learning (WBL)
- v. Peer Coaching

b. Option 2

- i. ALS Life Skills
- ii. POY
- iii. HERO
- iv. Be Your Own Boss (BYOB)
- v. Peer Coaching

c. Option 3

- i. ALS Life Skills
- ii. POY
- iii. HERO
- iv. BYOB
- v. WBL
- vi. Peer Coaching

4. New TVET Trainees (if the Grantee will also deliver TVET Skills Training)

a. Option 1

- i. 21st Century Skills (21CS)
- ii. TVET Skills Training (*not funded by the USAID grant*)
- iii. Pathways Orientation for the Youth (POY)
- iv. Higher-level Education Readiness Orientation (HERO)
- v. Work-Based Learning (WBL)
- vi. Peer Coaching

b. Option 2

- i. 21st Century Skills (21CS)
- ii. TVET Skills Training (*not funded by the USAID grant*)
- iii. POY
- iv. HERO
- v. Be Your Own Boss (BYOB)
- vi. Peer Coaching

c. Option 3

- i. 21st Century Skills (21CS)
- ii. TVET Skills Training (*not funded by the USAID grant*)
- iii. POY
- iv. HERO
- v. BYOB

- vi. WBL
- vii. Peer Coaching

Accompaniment Activities (Peer Coaching and Post-Training Transitions). Grantees will provide accompaniment activities with at least 80% of target youth enrolled who successfully complete the training modules activities. Completion of training shall be supported with results of portfolio, performance criteria checklists and end-of-module assessments and documentation of participation in transition to further education or employment activities.

E. Duration of Delivering EDC WRN Training

Module	Minimum Hours / Days	Max Hours / Days	Total Pages (Youth Handbook)
ALS Life Skills	77.75 hrs / 10 days x 8 hours per day	108.13 hrs / 14 days x 8 hours per day	491
TESDA WRN 2ICS NC I	54.5 hrs / 7 days x 8 hours per day	82.5 hrs / 11 days x 8 hours per day	672
TESDA WRN 2ICS NC II	43.55 hrs / 6 days x 8 hours per day	64.9 hrs / 9 days x 8 hours per day	680
Be Your Own Boss	20 hrs / 10 days not consecutive*	40 hrs / 10 days not consecutive*	106
Work-Based Learning	20 hrs / 10 days not consecutive*	40 hrs / 10 days not consecutive*	79
Pathways Orientation for the Youth	4 hrs / 1 day	8 hrs / 2 days x 4 hours per day	19
Higher-level Education Readiness Orientation for Senior High School	12 hrs for synch discussion (3 days x 4 hrs per day) with asynch work	15 hrs for synch discussion (5 days x 3 hrs per day) with asynch work	98
Higher-level Education Readiness Orientation for Upskilling and Multiskilling (TVET)	12 hrs for synch discussion (3 days x 4 hrs per day) with asynch work	15 hrs for synch discussion (5 days x 3 hrs per day) with asynch work	115
Higher-level Education Readiness Orientation for College	12 hrs for synch discussion (3 days x 4 hrs per day) with asynch work	15 hrs for synch discussion (5 days x 3 hrs per day) with asynch work	100
Training for Peer Coaches	15 hrs / 5 days x 3 hrs per day	20 hrs / 5 days x 4 hrs per day	69
Peer Coaching	3 months 1-2 hours weekly mtg	6 months 1-2 hours weekly mtg	

**Not Consecutive means training days should have at least 1 day in-between the training days*

F. Intermediation Services

Opportunity 2.0 will work with service providers to ensure that youth are connected to opportunities in the local labor market, for both youth with wage employment and youth with self-employment goals. In order to embed these programs into the structures and systems of the government (DTI, DOLE, TESDA and LGU office), Opportunity 2.0 supports subgrantees to provide services to youth which will be integrated into local structures. These services include:

1. The service provider will work in close coordination with the Youth Development Alliance (YDA), EDC's Private Sector Officers (PSO) and Youth Development Coordinators to share the labor market information collected by the project with the youth. This information will be funneled to the peer coaches.
2. The Grantee shall leverage government programs such as DTI and DOLE to ensure that each peer coaching group receives five hours of supplemental support, in the following areas (determined by each group's needs):
 - Supporting interview preparation
 - Linking youth with employment opportunities
 - Current job market needs (for employment track)
 - Supply chain opportunities (for self-employment track)
 - Access to finance for small business start-up
3. These activities shall be conducted for clusters of Opportunity 2.0 priority barangays within the target area.

For sites where there is increased or available interest in the pursuance of further education or training, Opportunity 2.0 will also work with Grantees to link youth with available scholarship opportunities (provided either by public or private partners) so that they may be able to equitably access higher-level education. Opportunity 2.0 will collaborate with Grantees to link them with both DepEd SHS, TESDA, CHED and academic institutions to align implemented activities with opportunities available from said agencies. This is to ensure that participating youth interested in further education and training are well-informed about these said opportunities. Should the participating youth be successful in having been enrolled to higher-level institutions, Grantees are expected to include these monitored enrolments in their reports to EDC.

II. ADDITIONAL GUIDELINES

Pre-Training Preparations

Opportunity 2.0 will train the Grantees on the content and delivery of the USAID Opportunity 2.0 Work Readiness and Continuing Education Training Programs. The 108-hour preparatory training for the Grantees will consist of the following:

Training Topics	Total Hours	Expected Attendee
O2 Pathways for Partners	2 hours	All staff that will work on the Grant
Facilitator's Training	6 hours	Lead Trainer, Program Manager
Work Readiness Modules on 21 st Century Skills	28 hours	Lead Trainer, Program Manager
Pathways Orientation for the Youth	4 hours	Lead Trainer, Program Manager
Work-Based Learning	12 hours	Lead Training, Program Manager

Be Your Own Boss	12 hours	Lead Training, Program Manager
Monitoring and Evaluation Training	16 hours	Program Manager, MEL Officer
Action Planning	8 hours	All staff that will work on the Grant
Higher Education Readiness Orientation Training	12 hours	Lead Trainer, Program Manager
Peer Coaching Management and Implementation	8 hours	Lead Trainer, Program Manager

Post Training Assistance

The Implementation Plan should be able to demonstrate clear pathways to employment, self-employment, and continuing education or technical skills training such as but not limited to scholarships programs.

A bridging plan, or mechanism(s) for linking **USAID Opportunity 2.0 Work Readiness and Continuing Education Training for OSY** to local market for employment or entrepreneurship opportunities should be clearly identified in the implementation plan. This bridging plan may include, among others:

- expanded TOR of Program Manager or any senior staff as appropriate officially designated to be in charge of implementing post-training activities;
- a list of potential partner institutions for scholarships and other mechanisms for providing continuing education or technical skills training
- list of potential business groups and establishments that are targeted to participate in the conduct of work immersions and other WBL activities including job fairs;
- documented commitment of related government and private agencies and others that can endorse or accommodate OSY graduates.

In addition, Grantee should be able to facilitate livelihood coaching/employment facilitation support activities and linking to further education and training in coordination with local YDA and Opportunity 2.0 private sector coordinators and officers for all training program completers (80% of enrollees) from each project site. Grantee should meet the corresponding percentages of USAID Opportunity 2.0 completers targeted for post-training assistance:

Program	Percentage of Enrolled youth completing the program	Percentage of Completers transitioning to employment or self-employment	Percentage of Completers transitioning to further education and training
EDC WRN Curriculum	80%	40% - 70%	20% - 50%

The Grantee is encouraged to tap from other sources to be able to provide tools and necessary documents to youth completers for employment purposes.

Monitoring and Evaluation

Monitoring and evaluation activities should include plans for collecting data on participant enrollment, completion, as well as the commitment to engage in other USAID Opportunity 2.0 project-wide M&E activities during implementation. EDC will orient the Grantees on their roles in the administration of the baseline and endline survey of various USAID Opportunity 2.0 monitoring and evaluation tools such as USAID’s Workforce Outcomes Reporting Questionnaire (WORQ), Pre and Post survey on Soft Skills and Self-Efficacy assessment. Ideally, the Baseline Survey administration (WORQ, Soft Skills, and Self-Efficacy) should be completed before the start of the

training or at least during the first week of the training, and the Endline survey at the end of the WBL and BYOB trainings (Soft Skills and Self-Efficacy) and 4 to 6 months after the end of the WBL and BYOB trainings (WORQ). The Grantees shall provide the Opportunity 2.0 M&E team the training schedule in advance and shall promptly report any schedule changes.

USAID Opportunity 2.0 has an online Management Information System (MIS), **M&E Insight** that will be used by all Grantees. EDC will train the Grantee's M&E and MIS staff on the use of the MIS. To ensure timeliness of reporting, the grantees are required to encode the following data outputs to the MIS on the given timeframe:

- a. Registration/enrollment form - within 5 days from the 1st day of the training
- b. Attendance Record (Number of Hours/Days/Modules) – within 3 days after the training

In order to reach the target youth, it is ideal to recruit and train at least 25 learners per program. Youth registered in the MIS but have no attendance records and/or are outside of the 15-24 age range when trainings have been conducted are excluded from the actual reach count.

In addition, the Grantee must also submit data of USAID Opportunity 2.0 Work Readiness and Continuing Education Training completers who will transition to further education or training, employment or self-employment.

Participation in YDA Activities

The YDA is a multi-stakeholder network typically composed of the mayor, vice mayor, chairman of the education committee, TESDA, DOLE, DepEd, private sector, youth representatives and a non-governmental or civil society representative. The YDA, organized in 15 project sites, provides overall direction for youth programming and service delivery. The Grantee may be invited to attend regular YDA meetings, share progress of implementation status, and actively participate and support all YDA-led activities.

The grantee should encourage participation of Work Readiness Training enrollees and completers in youth engagement activities as may be organized by YDAs or Opportunity 2.0.

III. ROLES AND RESPONSIBILITIES OF THE GRANTEE

- A. Sequence/Scope of Service Delivery:** (1) Identifying, selecting, enrolling, and orienting the youth on EDC WRN Training and /Accompaniment Services package from youth who completed or are enrolled in USAID Opportunity 2.0 Work Readiness and Continuing Education Training Program; (2) organizing enrolled youth on the first day of the training for the **baseline survey** that will be administered by the Grantee in coordination with Opportunity 2.0's M&E officers;
- B. Program Completion Rate:** Delivery of EDC WRN Training and Accompaniment Services package; supervising and supporting facilitators and trainers for quality delivery; target enrollment, completion and certification as described in the Target section below;
- C. Participant-Level Outcomes, and Quality of interventions:** The Grantee is expected to deliver training services that are well-targeted, relevant, of sufficient quality and regularly documented, monitored and evaluated to ensure that targeted youth benefit from their participation in the program and result in qualitative and quantitative improvements in their life and livelihood outcomes as defined and measured by agreed performance indicators.

- **Youth with new or better employment.** To contribute to this indicator, the Grantee shall ensure enrolled learners participate in the administration of USAID's WORQ. For higher impact, at least 40% - 70% of its completers are provided with employment facilitation services such as employment referrals to employers and access to available livelihood/business support programs, resulting to at least 40% - 70% of completers are employed or self-employed.
- **Youth who transition to further education or training.** To contribute to this indicator, the Grantee shall ensure enrolled learners participate in HERO. For higher impact, at least 20% of HERO participating learners should be enrolled in education or training programs within six months of the end of the entire program in which they participated.

D. Sustainability and Local Ownership: The Grantee shall facilitate the completers' requirements for availing livelihood/business support programs as may be required by agencies like DOLE, DTI, DOST, DA and LGUs such as group registration, business permits, licenses and other documents as may be needed in setting up an individual or group business ventures. At the community level, the Grantee will facilitate development and activation of community-driven mechanisms (e.g. consultations with community leaders and stakeholders within barangays) to support successful post-program transition to further education/training and/or livelihood opportunities for program completers.

E. Standards and Guiding Principles: Ensure all activities are fully consistent with: a) national and local laws to include IATF Covid-19 Guidelines and Protocols; b) TESDA and DepEd-ALS policies and standards (to include guidelines on delivery modes under Covid-19 situations) and/or other regulating entities such as Food and Drug Administration, Department of Agriculture, or others; c) agreed EDC/USAID requirements relevant to management of the grant and implementation of grant technical activities; d) CRC and Child Protection guidelines where participants are under the age of 18 years or members of an identified vulnerable class (i.e., youth with disabilities); and e) standards of conduct and practices that are consistent with Opportunity 2.0's desire to promote lawful, peaceful, safe, responsible, transparent, equitable and pro-social activities that contribute to peace, security and stability.

IV. PROGRAM TARGETS

1. The project shall be implemented within the Opportunity 2.0 project sites and shall cover the activities described under Section I.B USAID Opportunity 2.0 Work Readiness and Continuing Education Training Programs.
2. Other targets/conditions in the implementation of the grant:
 - The Grantee may propose changes in the number of iterations of classes offered or change courses in response to learners' interest and market demand in the interest of improving the benefit to Opportunity 2.0 learners with advance written approval of the EDC Chief of Party.
 - Learners are considered enrolled if they have attended at least three days of classes. The Grantee is encouraged to recruit more learners within the first week or as early as possible to maintain the target number of qualified enrollees per learning group.
 - The Grantee shall ensure the following is achieved within the implementation period:
 - a. At least 80% of target number of youth enrolled complete the ALS Life Skills or 21st Century Skills training sessions (*for Non-ALS/TVET Completers and TVET Completers*)

- b. At least 80% of target number of youth enrolled complete the technical skills training program
(for New TVET Trainees)
- c. At least 40% - 70% of completers have gotten employment or started own businesses
- d. At least 20% - 50% of completers have enrolled in higher-level education or training