

Questions and Answers on the 2020 Solicitation for Applications to Participate in the Limited Excess Property Program (LEPP).

Q- Is LEPP open to International PVOs?

A- LEPP is open to both U.S. and International nonprofit organizations that meet the conditions of registering as a Private Voluntary Organization (PVO) by the application deadline of May 20, 2020.

Important note: Although you are self-certifying as a PVO, if your organization is selected to participate in the program, all selected participants will be subject to undergo additional vetting requirements which will include verifying your nonprofit status, reviewing your board of directors and reviewing your financial statements to name a few.

Q- If we are currently part of the LEPP program do we need to reapply?

A- All PVO partners currently participating in the Limited Excess Property Program are required to reapply for the program during the LEPP Solicitation in order to be eligible to participate in the program for the upcoming fiscal year.

Q- Where can I get the LEPP Application and the Private Voluntary Organization (PVO) Self-Certification forms?

A-

- Please find the LEPP Application below:
https://www.usaid.gov/sites/default/files/documents/1866/LEPP_2020_Application.pdf
- Please find the PVO Self-Certification Form below:
https://www.usaid.gov/sites/default/files/documents/1866/LEPP_PVO_Self-Certification_Form.pdf

Q- How should I submit the PVO self-certification and LEPP application forms?

A- Please submit the PVO self-certification and LEPP application forms together, and not separately, electronically via email to the LEPP inbox at: LEPP@usaid.gov.

Q- I don't see the country(ies) my organization is interested in transferring federal surplus property to listed as a LEPP participating country in the application form. How should I proceed?

A- If you do not see your country listed as a participating country it means that they either did not respond or agree to participate in reviewing 607 Determinations for this application cycle. However, you are welcome to apply to LEPP and we encourage PVOs to select up to five priority countries. Please note that participation in the program is contingent upon the PVOs ability to obtain at least one signed 607 Determination.

Q- Can we add countries that are not listed on the LEPP Solicitation?

A- Yes, you may write in the names of five countries for consideration in your application that are not currently reflected on the LEPP Solicitation. USAID makes no claims, promises, or guarantees with respect to the prospects of participation of any countries in the LEPP program in the future or if a PVO accepted into the LEPP program would be approved to transfer property to any country listed.

Q- Are East Africa and West Africa Regional USAID Missions going to review 607 Determinations for countries within their regions that are not specifically mentioned on the list of LEPP participant countries?

A- East Africa and West Africa Regional USAID Missions can review countries within their regions that are listed on the USAID website.

Q- I am located in Afghanistan. It seems that your program does not include this country. Is this correct?

A- Currently, Afghanistan is not a participating country and unfortunately LEPP does not foresee Afghanistan participating in the future.

Q- What countries are participating in the 2020 LEPP application cycle?

A- Please refer to page 14 of the [LEPP Application](#) for a listing of participating countries.

Q- Do applicants have to apply individually for each country, or may we submit a multiregional application for different countries?

A- An organization should only submit one application that reflects the various countries where it works and would like to transfer property to.

Q- Can I look through the list of federal surplus property available for transfer before applying to LEPP? Can LEPP send the list of available property during this application process?

A- For more information on the types of property, please refer to the condensed categories of equipment listed on the LEPP website below:

<https://www.usaid.gov/sites/default/files/documents/1865/GSA%20FSC%20CODES.pdf>

Please note that the majority of items are accessed through the United States. Access will only be granted into GSAXcess once you are accepted into the program and receive at least one signed 607 Determination. Given the nature of the program and that we are not able to predict when and what other government agencies will excess, we are unable to provide an exact list of property.

Q- Is the database for federal surplus property maintained by the GSA and DLA?

A- By participating in LEPP, your organization will be provided with access to the United States Government (USG) surplus property through the U.S. General Services Administration (GSA) and the Defense Logistics Agency's (DLA) Disposition Services' excess property programs. By using GSAXcess (a totally web enabled customer interface to the Federal Disposal System), you will be able to select property for transfer by requesting specific items.

Q- Does property come available overseas?

A - Yes, while the majority of federal surplus property made available through the LEPP is located in the United States, a limited amount of property is made available overseas. This property is provided through the Defense Logistics Agency's Excess Property Program and is commonly located at various overseas military bases.

Q- Does research lab equipment become available through the program?

A- There is a variety of equipment which becomes available through both the General Services Administration's and the Defense Logistics Agency's excess property programs. Past program participants have secured research lab equipment, but USAID can make no guarantee regarding the category, quantity, or quality of property that may come available.

Q- The LEPP solicitation says that transportation costs should be the recipient's responsibility. Can you please explain at what point the recipient takes responsibility for the property?

A- LEPP does not assist with the cost of transportation, warehousing, customs, or freight forwarding. Each PVO who is accepted into the program is responsible for all costs associated with the property once it is allocated to the organization. This means that the organization is responsible for picking up or arranging for the pick-up of the property from its initial holding location, either within the US or overseas, and transporting it to its final destination overseas.

Q- The LEPP solicitation says that there is no guarantee of the condition/quality of donated goods. What does that mean?

A- While both GSA and DLA take great care to provide accurate information regarding the condition and quality, given the nature of the program and that property comes available in many different locations all over the world, the accuracy of this information can vary from time to time. Therefore, we strongly encourage partners to view the property prior to picking it up or to contact the holding location property contact to receive more information before arranging pick-up.

Q- Do I need to submit MOUs with local partners who will be receiving and utilizing the surplus property, and/or photos of facilities/locales where the property will be transferred to as supporting documentation with the LEPP application?

A- Please refer to the application guidelines starting on page 4 of the [LEPP Application](#).

Q- How do we generate the activity address code and respond to related participation requirements?

A- The activity address code is specific to USAID and is not directly released to PVOs. Access will only be granted into GSAXcess once you are accepted into the program and receive at least one signed 607 Determination.

Q- Does the PVO have to refurbish technical equipment or can the partner (NGO) be responsible for that?

A- PVOs are ultimately responsible for the condition of LEPP equipment, however they can partner with other entities to ensure that the property is refurbished if needed.

Q- Are LEPP items new or have they already been used before?

A- Most items available through GSA and DLA have been used; however, there are supplies that are new and in their original packaging. GSA strives to include pictures and a classification of the condition of the goods that are listed in the GSAXcess database.

Q- How do we balance our wish list in relation to the costs of packing, crating, handling, transportation, and other accessorial costs?

A- PVOs are responsible for the operations and costs associated with the management of property received through the program. It is up to each PVO to determine if the property available is worth the cost of refurbishing and transporting it to the end user.

Q – Is there information provided about the condition of the available goods so we know whether we can make use of them?

A – Once approved, PVOs may access the General Services Administration (GSA) website which includes information about the condition of the goods. GSA is working to ensure that the proper classifications are entered when goods are posted. Logins will only be granted to organizations that are approved to participate in the program.

Q – Is there an aggregate dollar limit to the amount of excess goods that can be received in a year?

A – Yes. For first-time participants, there is a ceiling of \$1 million worth of goods that can be received in a year. If this amount is met before the end of the year, a request for a higher amount may be submitted to the LEPP team for consideration. Organizations that have previously participated in the program and have successfully demonstrated use of LEPP property will have an annual allotment of \$5 million. They will also be able to submit a request for a higher amount if they meet this amount.

Q - If we have more than one program, can we explain each one, or should we narrow the proposal down to focusing on just one?

A – Applicants may describe one or more programs in their application. We would ask that you focus your efforts on explaining the programs where you see excess property being leveraged to help you meet the program objectives.

Q- How or where do I obtain a “607 Determination”?

A –The 607 Determination process is carried out in concert with the LEPP team once an organization is accepted into the program. This process is done in conjunction with the USAID representatives in the countries where you wish to transfer property and may require that some additional program specific information be provided.

Q- What will be the duration of the new transfer agreements which will be issued to accepted applicants?

A – The duration for the new transfer agreements will be three years. USAID maintains the right to terminate an agreement with an organization who has not kept the requirements set out in the initial agreement (See Annex B of the [LEPP Application](#)).