

**Department of State
Bureau of Educational and Cultural Affairs (ECA) Notice of Funding Opportunity
(NOFO): FY 2018 J. Christopher Stevens Virtual Exchange Initiative (Stevens
Initiative)**

Announcement Type: New Cooperative Agreement

Funding Opportunity Number: SFOP0004997

Catalog of Federal Domestic Assistance Number: 19.415

Key Date/Application Deadline: June 8, 2018

Program Description/Executive Summary: The J. Christopher Stevens Virtual Exchange Initiative (Stevens Initiative), developed in partnership with the Stevens Family Foundation is a multilateral public-private partnership that will strengthen engagement between young people in the Middle East and North Africa (NEA) and in the United States as a lasting tribute to the legacy of Ambassador Chris Stevens. The Stevens Initiative will use technology and online tools to facilitate educational exchanges between the United States and the Middle East and North Africa. Through intensive, structured online engagements between youth at various education levels, the Initiative will increase mutual understanding and equip more than one million youth with the skills and aptitudes they need to succeed in the 21st century. Launched in 2015, ECA's Stevens Initiative has implemented over 20 projects involving over 28,000 participants in 40 U.S. states and 18 countries in the Middle East and North Africa.

A Managing Partner is being sought to manage and coordinate all aspects of the Initiative. ECA anticipates awarding one cooperative agreement for \$5,000,000 to support the implementation of the Initiative. With ECA's funds, the award recipient will develop transparent, merit-based competitions for U.S. and NEA-based organizations to administer virtual and blended (virtual and physical) exchange projects between youth in the United States and the Middle East and North Africa as well as coordinate and report on all activities under the Stevens Initiative brand. The award recipient will also facilitate on-going collaboration among the Stevens Initiative partners and conduct research and evaluations of activities undertaken by the Stevens Initiative. The award recipient will not directly implement exchanges.

Applicants may submit only one proposal under this competition. If multiple proposals are received from the same applicant, all submissions will be declared ineligible and receive no further consideration in the review process.

It is the Bureau's intent to award a cooperative agreement (one base year plus two non-competitive continuations) for an estimated total amount of \$15,000,000 (total for life of the award). Please see section B.) Federal Award Information, below for additional details.

A. Program Description:

Overall grant making authority for this program is contained in the Mutual Educational and Cultural Exchange Act of 1961, Public Law 87-256, as amended, also known as the Fulbright-Hays Act. The purpose of the Act is "to enable the Government of the United States to increase mutual understanding between the people of the United States and the people of other countries...; to strengthen the ties which unite us with other nations by demonstrating the educational and cultural interests, developments, and achievements of the people of the United States and other nations...and thus to assist in the development of friendly, sympathetic and peaceful relations between the United States and the other countries of the world." The funding authority for the program above is provided through legislation.

Purpose:

The introduction of technology into the lives of young people is changing the way they engage with the rest of the world. Increased connectivity is inspiring global citizenship, driving young people to seek connections with peers outside of their local communities, and encouraging them to tackle local and global challenges. Yet virtual connections made in the unmediated space of the Internet — in a chat room or on a blog site — also have the potential to fuel misunderstanding and division, rather than foster mutual respect and cooperation. Developing young people's understanding of other cultures and diverse perspectives, and equipping them with the tools they need to communicate and cooperate with confidence, is critical to ensuring that the power of global connectivity is harnessed for good and lays the foundation for a safer and more secure world.

Ambassador J. Christopher Stevens was known for his uncommon goodwill towards others. Always gracious, fascinated by other cultures, and constantly asking questions, he engaged in open and respectful dialogue with everyone he met. His appreciation for the differences that make people unique was fueled by his early experiences abroad. Ambassador Stevens studied as a high-school student in Spain, as a college student in Italy, and served as a Peace Corps Volunteer in Morocco. These experiences shaped his view of the world, fueled his curiosity and respect for others, and earned him the esteem of people everywhere he served. Yet, even though such physical exchange experiences are highly valuable in today's inter-connected world, only a small percentage of young people have the opportunity to participate in them due to limits of time, space, and resources.

The Stevens Initiative was inspired by the meaningful international exchange experiences that Ambassador Stevens had as a young man, which helped to shape the kind of diplomat he became. The Stevens Initiative aims to make similar experiences available to unprecedented numbers of young people in the Middle East and North Africa through programs that connect youth virtually in sustained and meaningful ways.

IMPORTANT NOTE: Given the complexity of the Stevens Initiative, qualified organizations that are interested in applying are strongly encouraged to contact the following State Department Officer before submitting a proposal:

Mr. Brent Beemer
beemerbt@state.gov
(202) 632-6163

Program Design

In a cooperative agreement, ECA is substantially involved in program activities above and beyond routine monitoring. The award recipient will be expected to:

- Hire sufficient and appropriately experienced staff to support the implementation, monitoring, and promotion of the Stevens Initiative and of all projects under the Stevens Initiative brand;
- Exercise full financial oversight and provide reporting to all stakeholders;
- Support the programmatic activities of the Stevens Initiative, which includes providing project management and advisory board facilitation. Additionally, the award recipient is expected to:
 - Issue subawards for ECA funds through open competition(s) to support virtual and blended (virtual and physical) exchange programming that meets program goals and objectives, expands access to new demographics, and works to reduce cost-per-participant; the award recipient will also draft all documents for the U.S.-funded open competition(s) in consultation and with final approval by ECA;
 - Conduct research to form the basis for comparative evaluations across different programming models and impact assessments of new experiments in the field. Any funds awarded by the U.S. government are expected to be expended according to the terms and conditions of the award and applicable federal regulations;
 - Monitor the progress, including fiscal management, of awarded projects with regular reporting of results to ECA;
 - Document and share best practices with all stakeholders;
- In consultation with the U.S. Department of State the award recipient is to work to expand partnerships with the private sector, civil society, academia, and foundations that add value and substance to the Stevens Initiative;

- Design and manage a governance structure that facilitates transparent, on-going collaboration and communication amongst Stevens Initiative stakeholders;
- As the managing partner, the award recipient is to conduct communications, outreach, and marketing activities to promote the Stevens Initiative;

Applicants should provide details on how the open competition(s) would be structured and managed to issue subawards with the funds provided by ECA. Strong proposals will outline a plan for finding a productive balance between funding new program models as well as proven and established models. Proposals that support the issuance of multiple subawards (as cooperative agreements) for a variety of amounts and program models will be considered more competitive under Review Criterion 1: Program planning and ability to achieve objectives.. If an applicant proposes fewer subawards for larger amounts and for fewer program models, a strong justification will be required for the panel to consider the proposal competitive under Review Criterion 1. Due to a potential large number of applications for subawards, the applicant should detail a plan for reviewing all of the applications and selecting subrecipients, that includes the use of experts from outside of the applicant's organization.

ECA is interested in innovative proposals that will use communications technologies to strengthen the bonds between peoples. When designing the U.S.-funded open competition(s) for subawards, applicants can offer in-person and blended (virtual and physical) exchanges that are designed to complement the massive reach of the core virtual exchange programming.

Additionally, applicants should mention how the choice of a software platform for virtual exchanges by a sub-applicant will be factored into the competition review and selection process. ECA would like to ensure that a diverse group of organizations can apply for the subawards, regardless of their proposed software platform.

Proposals should outline how the applicant will incorporate a possible addition of funding to the Stevens Initiative from non-U.S. government sources. These details should include how additional funding could result in changes to staffing, administration, awarding of funds to subrecipients and project coordination and evaluation.

Applicants should outline how their organization plans to manage and coordinate the goals, funding requirements, and policies of all donors to the Stevens Initiative into one efficient structure. This should include the creation of a governing board or council of advisors where the future direction of the Stevens Initiative is discussed and planned. Plans for a governing board or council of advisors should include suggestions for selection criteria, roles of each member, and the length of commitment.

As the Stevens Initiative is focused on youth engagement, applicants should outline how they will build a demand-driven program that is informed by the interests of youth. This

should include youth from the United States as well as the Middle East and North Africa. ECA encourages including girls and young women as well as other groups that are underrepresented. See Diversity Statement in the Proposal Submission Instructions for further information.

The budget should provide funding for staff to administer and manage open competition(s) for subawards, conduct outreach activities, and monitor and provide guidance to subrecipients. Additionally, the budget should detail what percentage of the funds will go towards subawards and the range of subaward amounts. The proposal should explain processes for reviewing and approving multiple subrecipients' budgets.

Proposals should demonstrate:

- Ability to accept funds from governments, foundations, companies, and private individuals, foreign and domestic;
- Depth of experience and capacity in conducting and administering complex and multi-faceted international initiatives;
- Success managing seamless, actively collaborative public-private partnerships;
- Success developing and executing innovative solutions to social challenges;
- Ability and experience in navigating the complexities of large foundations, government entities and international organizations, and the private sector;
- Expertise in administering global grant programs, including a mix of U.S. and non-U.S. grantees;
- Expertise and a track record of success securing sustained support from the public and private sectors, including management of gifts in kind.

Proposals should provide a plan with an anticipated timeline for continued follow-on activity with alumni (without Bureau support), such as tracking and maintaining updated lists of all alumni and facilitating follow-up activities that may include listservs and social media.

Stevens Initiative Program Brand: Applicants may not propose to use program names other than “J. Christopher Stevens Virtual Exchange Initiative” or “Stevens Initiative” so that all participants and alumni will identify themselves first and foremost with the Stevens Initiative program. All materials produced for program activities undertaken with U.S. government funds should bear the American flag and/or State Department logo, acknowledge the U.S. Department of State as the funding source, and reflect the Department’s objectives for the program. An exception to this requirement can only be made upon agreement from ECA and the U.S. Embassy in the respective countries. Please see D.31. Communications Guidance for ECA Grant Recipients.

Above and beyond the U.S. government's role as a founding partner of the Stevens Initiative, ECA's activities and responsibilities for the Stevens Initiative include, but are not limited to, the following:

- Provide institutional guidance regarding the overall management of the Stevens Initiative and advice on the design and implementation of new projects under the Stevens Initiative;
- Support the Stevens Initiative in all major events, and collaborate with the partners to find appropriate media outlets and venues (such as conferences and other events) to publicize and amplify the Stevens Initiative's objectives, outcomes, and activities;
- Design and coordinate relevant events related to the Stevens Initiative in cooperation with all the partners;
- Support the award recipient's lead in outreach to the private sector, civil society, governments, and multilateral institutions;
- Serve as liaison between the award recipient and personnel within the Department of State, its regional bureaus, and overseas posts;
- Monitor and evaluate the program and its participants through communications via email, phone, and site visits;
- Provide guidance on and clearing dates and venues for major activities and events;
- Represent the U.S. government as the program sponsor at events and orientations;
- Approve key personnel;
- Approve and provide input on program timelines and agendas;
- Approve all in-country partners and overseas schools;
- Review and approve all program publicity and other materials, both online and in print;
- Approve changes to program topics;
- Approve decisions related to special circumstances or problems throughout the duration of the program;

- Assist with SEVIS-related issues;
- Assist with participant emergencies; and
- Conduct performance evaluation/reviews twice a year.

The level of involvement of U.S. Embassies will vary considerably from country to country. The award recipient, subrecipients and in-country partners will be expected to coordinate with the State Department regional bureau in Washington and with the Public Affairs Section – in most cases the Cultural Affairs Officer – in each embassy to establish the appropriate level of involvement as requested by the embassy. U.S. Embassies’ activities and responsibilities may include, but are not limited to, the following:

- Determining populations and priority areas of focus for Stevens Initiative recruitment, which will then be shared with the award recipient to implement;
- Providing guidance and clearance on geographical location and types of institutions or organizations that will be engaged;
- Requiring regular reports and/or meetings with in-country implementers to discuss program and participant progress;
- Providing guidance and clearance of timelines, dates of in-country activities and events, and venues for such;
- Coordinating with the award recipient, subrecipients and in-country partners on inclusion of Stevens Initiative participants and alumni in appropriate embassy activities; assisting in or coordination of media coverage as appropriate; and
- In those countries or territories where a subrecipient has minimal capacity and/or there are no in-country partners, eligible U.S. Embassies may elect to participate in the Initiative at any time during the award period. The embassies will in such cases serve as the in-country partners, collaborating with the subrecipient to identify and select the overseas participants, schools and other institutions, connect them to the virtual platform, and provide general oversight and coordination of in-country program activities.

Proposal narratives should include a brief commitment to implement the program for the base year, plus two additional non-competitive continuations, pending successful performance and the availability of funds. The narrative should focus on details specific to the implementation of the base year program, with the understanding that the program design, duration and participant numbers would be similar when/if the subsequent two

non-competitive continuations are exercised. ECA will perform an annual performance evaluation/review to determine if a non-competitive continuation will be exercised. Satisfactory performance and the availability of funds is a condition of continued administration of the program and execution of all non-competitive continuations.

PROPOSAL CONTENTS

Applicants should submit a complete and thorough proposal describing the program in a convincing and comprehensive manner. Since there is no opportunity for applicants to meet with reviewing officials, the proposal should respond to the criteria set forth in the solicitation and other guidelines as clearly as possible.

Proposals should address succinctly, but completely, the elements described below and must follow all format requirements.

NOTE: Proposals submitted through Grants.gov may only be submitted in the following formats:

- Microsoft Word
- Microsoft Excel
- Adobe Portable Document Format (PDF)
- ASCII Text
- Joint Photographic Experts Group (JPEG images)

Proposals should include the following items. All documents should be appropriately and clearly titled. **Online Forms**

- SF-424, "Application for Federal Assistance"
- SF-424A, Budget Information – Non-Construction Programs
- SF-424B, "Assurances – Non-Construction Programs"
- Include other attachments, if applicable, such as indirect agreements, form 990, SF-LLL, etc.

Program Narrative

Executive Summary (One page)

In one double-spaced page, provide the following information about the project:

1. Name of organization/participating institutions
2. Beginning and ending dates of the program
3. Proposed theme
4. Nature of activity
5. Funding level requested from the Bureau, total program cost, total cost-sharing from applicant and other sources
6. Scope and Goals
 - a. Number and description of participants
 - b. Wider audience benefiting from program (overall impact)

- c. Geographic diversity of program, both U.S. and overseas
- d. Fields covered
- e. Anticipated results (short and long-term)

Narrative

In 20 double-spaced, single-sided pages, provide a detailed description of the project addressing the areas listed below.

1. Vision (statement of need, objectives, goals, benefits)
2. Participating Organizations
3. Program Activities (advertisement, recruitment, orientation, academic component, cultural program, participant monitoring)
4. Program Evaluation
5. Follow-on
6. Project Management
7. Work Plan/Time Frame

Additional Information to be Submitted

- Detailed Budget
- Calendar of activities/itinerary, if applicable
- Letters of endorsement
- Resumes and CVs (resumes of all new staff should be included in the submission; no resume should exceed two pages.)
- First Time Applicant Attachments, if applicable.

B. Federal Award Information:

Type of Award: Cooperative Agreement ECA's level of involvement in this program is listed under A. Program Description.

Fiscal Year Funds: \$5,000,000 - FY 2018 base year funding; \$5,000,000 – FY 2019 non-competitive continuation year one, pending the availability of funds and successful performance; \$5,000,000 – FY 2020 non-competitive continuation year two, pending the availability of funds and successful performance.

Approximate Total Funding: \$15,000,000. This figure represents base year plus two Non-Competitive Continuation years, pending the availability of funds and successful performance.

Approximate Number of Awards: 1

Approximate Average Award: \$5,000,000

Floor of Award Range: None

Ceiling of Award Range: \$5,000,000

Anticipated Award Date: September 1, 2018

Anticipated Project Completion Date: September 30, 2023. This date reflects the anticipated duration of the award-one base year plus two non-competitive continuation years.

Additional Information:

The Bureau reserves the right to reduce, revise, or increase proposal budgets in accordance with the needs of the program and the availability of funds.

A Cooperative agreement(s) will be awarded for a period of 36 months with Non-Competitive Continuations for two additional 12 month periods. ECA will notify the recipient of our intention to exercise or not to exercise a Non-Competitive Continuation at least 90 days in advance of expiration of the current year after an internal evaluation of the recipient's performance. The decision to exercise a Non-Competitive Continuation will depend both on the satisfactory performance of the recipient and the availability of funds.

C.) Eligibility Information:

C.1. Eligible applicants: Applications may be submitted by U.S. public and private non-profit organizations meeting the provisions described in Internal Revenue Code section 26 USC 501(c)(3).

C.2. Cost Sharing or Matching Funds: There is no minimum or maximum percentage required for this competition. However, the Bureau encourages applicants to provide maximum levels of cost sharing and funding in support of its programs.

When cost sharing is offered, it is understood and agreed that the applicant must provide the amount of cost sharing as stipulated in its proposal and later included in an approved agreement. Cost sharing may be in the form of allowable direct or indirect costs. For accountability, you must maintain written records to support all costs which are claimed as your contribution, as well as costs to be paid by the Federal government. Such records are subject to audit. The basis for determining the value of cash and in-kind contributions must be in accordance with the Office of Management and Budget's Guidance 2 CFR Parts 200 and 600, entitled the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards. In the event you do not provide the minimum amount of cost sharing as stipulated in the approved budget, ECA's contribution will be reduced in like proportion.

C.3. Other Eligibility Requirements:

a.) Bureau grant guidelines require that organizations with less than four years of experience in conducting international exchanges be limited to \$130,000 in Bureau

funding. ECA anticipates making one award, in an amount of \$5,000,000 for the FY 2018 base year to support program and administrative costs required to implement this exchange program. Therefore, organizations with less than four years of experience in conducting international exchanges are ineligible to apply under this competition.

- b.) Eligible applicants may not submit more than one proposal in this competition. If more than one proposal is received from the same applicant, all submissions will be declared technically ineligible and will receive no further consideration in the review process. **Please note:** Applicant organizations are defined by their legal name, and EIN number as stated on their completed SF-424 and additional supporting documentation outlined in the Proposal Submission Instructions (PSI) document.

D.) Application and Submission Information:

Note: Please read the complete announcement before sending inquiries or submitting proposals. Once the NOFO deadline has passed, Bureau staff may not discuss this competition with applicants until the proposal review process has been completed.

D.1 Contact Information to Request an Application Package: Please contact the Brent Beemer, ECA/PE, SA-5, 5th Floor, U.S. Department of State, 2200 C Street, NW, Washington, D.C. 20037, (202) 632-6163, beemerbt@state.gov to request a Solicitation Package.

The Solicitation Package contains the Proposal Submission Instruction (PSI) document which consists of required application forms, and standard guidelines for proposal preparation.

Please specify Brent Beemer and refer to the Funding Opportunity Number located at the top of this announcement on all other inquiries and correspondence.

D.2. To Download a Solicitation Package Via Internet: The entire Solicitation Package may be downloaded from the Bureau's website at <https://eca.state.gov/organizational-funding> or from the Grants.gov website at <https://www.grants.gov>.

D.2a. Content and Form of Submission: Applicants must follow all instructions in the Solicitation Package. The application should be submitted per the instructions under D.3p. "Application Deadline and Method of Submission" section below.

D.3a. Unique Entity Identifier Number: You are required to have a Unique Entity Identifier (UEI) number to apply for a grant or cooperative agreement from the U.S. Government. This number is a nine-digit identification number, which uniquely identifies business entities. Obtaining a UEI number is easy and there is no charge. To obtain a UEI number, access <http://www.dnb.com> or call 1-866-705-5711. Please ensure

that your UEI (Data Universal Numbering System or DUNS) number is included in the appropriate box of the SF – 424 which is part of the formal application package. For more detailed instructions for obtaining a UEI (DUNS) number, refer to:

<https://www.grants.gov/web/grants/applicants/organization-registration/step-1-obtain-duns-number.html>

D.3b. Required Proposal Elements: All proposals must contain an executive summary, proposal narrative and budget.

Please Refer to the Solicitation Package. It contains the mandatory Proposal Submission Instructions (PSI) for additional formatting and technical requirements.

D.3c. Required Registration with the System for Award Management (SAM): All federal award applicants must be registered in the System for Award Management (SAM) database in order to submit a proposal in response to an open competition on Grants.gov.

All federal award recipients must maintain current registrations in the SAM database. Recipients must maintain accurate and up-to-date information in www.SAM.gov until all program and financial activity and reporting have been completed. Recipients must review and update the information at least annually after the initial registration and more frequently if required information changes or another award is granted. There is no cost associated with registering or updating SAM.gov accounts. Failure to register in SAM.gov will render applicants ineligible to receive funding.

For more detailed instructions for registering with SAM, refer to:

<https://www.grants.gov/web/grants/applicants/organization-registration/step-2-register-with-sam.html>

D.3d. Non-Profit Status: You must have nonprofit status with the IRS at the time of application. **Please note:** All applicants for ECA federal assistance awards must include in their application the names of directors and/or senior executives (current officers, trustees, and key employees, regardless of amount of compensation). In fulfilling this requirement, applicants must submit information in one of the following ways:

- 1) Those who file Internal Revenue Service Form 990, "Return of Organization Exempt From Income Tax," must include a copy of relevant portions of this form.
- 2) Those who do not file IRS Form 990 must submit information above in the format of their choice.

D.3e. FFATA Report: In addition to final program reporting requirements, award recipients will also be required to submit a one-page document, derived from their program reports, listing and describing their grant activities. For award recipients, the names of directors and/or senior executives (current officers, trustees, and key

employees), as well as the one- page description of grant activities, will be transmitted by the State Department to OMB, along with other information required by the Federal Funding Accountability and Transparency Act (FFATA), and will be made available to the public by the Office of Management and Budget on its USASpending.gov website as part of ECA's FFATA reporting requirements.

D.3f. Verifying Non-Profit Status: If your organization is a private nonprofit which has not received a grant or cooperative agreement from ECA in the past three years, or if your organization received nonprofit status from the IRS within the past four years, you must submit the necessary documentation to verify nonprofit status as directed in the PSI document. Failure to do so will cause your proposal to be declared technically ineligible.

D.3g. Required Registration with SAMS Domestic: All ECA award recipient organizations and recipient contacts and signatories must be registered with the U.S. Department of State's SAMS Domestic by accessing <https://mygrants.service-now.com> and clicking the "create an account" link. SAMS Domestic is the U.S. Department of State's grants management system and is supported by the Department's Integrated Logistics Management System (ILMS). Recipient organizations and recipient contacts and signatories that have previously used SAMS Domestic as a U.S. Department of State award recipient do not need to register again. If the organization is not able to access the system, please contact the ILMS Help Desk for help in gaining access.

Support for Recipient Organizations and recipient contacts and signatories is available 24 hours, 7 days a week (except federal holidays), and can be reached at 1-888-313-ILMS (4567) or through the ILMS Self Service Portal at <https://afsism.service-now.com/ilms/home>.

In the event the ILMS Help Desk is unable to provide you with assistance in a timely manner, please contact ECA_SAMSDomestic@state.gov and copy the program officer associated with the solicitation.

Please take into consideration the following information when preparing your proposal narrative:

D.3h. ADHERENCE TO ALL REGULATIONS GOVERNING THE J VISA: The Office of Citizen Exchanges of the Bureau of Educational and Cultural Affairs is the official program sponsor of the exchange program covered by this NOFO, and an employee of the Bureau will be the "Responsible Officer" for the program under the terms of 22 CFR 62, which covers the administration of the Exchange Visitor Program (J visa program). Under the terms of 22 CFR 62, organizations receiving awards (either a grant or cooperative agreement) under this NOFO will be third parties "cooperating with or assisting the sponsor in the conduct of the sponsor's program." The actions of recipient organizations shall be "imputed to the sponsor in evaluating the sponsor's compliance with" 22 CFR 62. Therefore, the Bureau expects that any organization

receiving an award under this competition will render all assistance necessary to enable the Bureau to fully comply with 22 CFR 62 et seq.

The Bureau of Educational and Cultural Affairs places critically important emphases on the secure and proper administration of Exchange Visitor (J visa) Programs and adherence by recipient organizations and program participants to all regulations governing the J visa program status. Therefore, proposals should explicitly state in writing that the applicant is prepared to assist the Bureau in meeting all requirements governing the administration of Exchange Visitor Programs as set forth in 22 CFR 62. If your organization has experience as a designated Exchange Visitor Program Sponsor, the applicant should discuss their record of compliance with 22 CFR 62 et. seq., including the oversight of their Responsible Officers and Alternate Responsible Officers, screening and selection of program participants, provision of pre-arrival information and orientation to participants, monitoring of participants, proper maintenance and security of forms, record-keeping, reporting and other requirements.

The Office of Citizen Exchanges of ECA will be responsible for issuing DS-2019 forms to participants in this program.

A copy of the complete regulations governing the administration of Exchange Visitor (J) programs is available at <http://j1visa.state.gov> or from:

Office of Designation, Private Sector Programs Division
U.S. Department of State
SA-4E (Bldg. 3)
2430 E Street, NW
Washington, DC 20037

Please refer to Solicitation Package for further information.

D.3i. Diversity, Freedom and Democracy Guidelines: Pursuant to the Bureau's authorizing legislation, programs must maintain a non-political character and should be balanced and representative of the diversity of political, social and cultural life in the United States and abroad. 'Diversity' should be interpreted in the broadest sense and encompass differences including race, color, national origin, sex, age, religion, geographic location, socio-economic status, disability, sexual orientation or gender identity. Proposals should demonstrate how diversity will enhance the program's goals and objectives and the participants' exchange experience. Please refer to the review criteria under the 'Support of Diversity' section of this document as well as the DIVERSITY, FREEDOM AND DEMOCRACY section in the "Proposal Submission Instructions" document for specific suggestions on incorporating diversity into the total proposal.

Public Law 104-319 provides that "in carrying out programs of educational and cultural exchange in countries whose people do not fully enjoy freedom and democracy," the Bureau "shall take appropriate steps to provide opportunities for participation in such programs to human rights and democracy leaders of such countries." Public Law 106 - 113 requires that the governments of the countries described above do not have inappropriate influence in the selection process. Proposals should reflect advancement of these goals in their program contents, to the full extent deemed feasible.

D.3j. Program Monitoring and Evaluation: Proposals must include a plan to monitor and evaluate the project's success, both as the activities unfold and at the end of the program. The Bureau recommends that your proposal include a draft survey questionnaire or other technique plus a description of a methodology to use to link outcomes to original project objectives. The Bureau expects that the recipient organization will track participants or partners and be able to respond to key evaluation questions, including satisfaction with the program, learning as a result of the program, changes in behavior as a result of the program, and effects of the program on institutions (institutions in which participants work or partner institutions). The evaluation plan should include indicators that measure gains in mutual understanding as well as substantive knowledge.

Successful monitoring and evaluation depend heavily on setting clear goals and outcomes at the outset of a program. Your evaluation plan should include a description of your project's objectives, your anticipated project outcomes, and how and when you intend to measure these outcomes (performance indicators). The more that outcomes are "smart" (specific, measurable, attainable, results-oriented, and placed in a reasonable time frame), the easier it will be to conduct the evaluation. You should also show how your project objectives link to the goals of the program described in this NOFO.

Your monitoring and evaluation plan should clearly distinguish between program outputs and outcomes. Outputs are products and services delivered, often stated as an amount. Output information is important to show the scope or size of project activities, but it cannot substitute for information about progress towards outcomes or the results achieved. Examples of outputs include the number of people trained or the number of seminars conducted. Outcomes, in contrast, represent specific results a project is intended to achieve and is usually measured as an extent of change. Findings on outputs and outcomes should both be reported, but the focus should be on outcomes.

We encourage you to assess the following four levels of outcomes, as they relate to the program goals set out in the NOFO (listed here in increasing order of importance):

1. **Participant satisfaction** with the program and exchange experience.
2. **Participant learning**, such as increased knowledge, aptitude, skills, and changed understanding and attitude. Learning includes both substantive (subject-specific) learning and mutual understanding.

3. **Participant behavior**, such as concrete actions to apply knowledge in work or community; greater participation and responsibility in civic organizations; interpretation and explanation of experiences and new knowledge gained; continued contacts between participants, community members, and others.
4. **Institutional changes**, such as increased collaboration and partnerships, policy reforms, new programming, and organizational improvements.

Please note: Consideration should be given to the appropriate timing of data collection for each level of outcome. For example, satisfaction is usually captured as a short-term outcome, whereas behavior and institutional changes are normally considered longer-term outcomes.

Overall, the quality of your monitoring and evaluation plan will be judged on how well it 1) specifies intended outcomes; 2) gives clear descriptions of how each outcome will be measured; 3) identifies when particular outcomes will be measured; and 4) provides a clear description of the data collection strategies for each outcome (i.e., surveys, interviews, or focus groups). (Please note that evaluation plans that deal only with the first level of outcomes [satisfaction] will be deemed less competitive under the present evaluation criteria.)

Recipient organizations will be required to provide reports analyzing their evaluation findings to the Bureau in their regular program reports. All data collected, including survey responses and contact information, must be maintained for a minimum of three years and provided to the Bureau upon request.

D.3k. Virtual Exchange Component: ECA welcomes innovative ideas on how organizations can leverage appropriate mobile and/or online technologies to maintain engagement among exchange participants, encourage project collaboration and widen participation in the overall project to a broader audience. ECA strongly encourages organizations submitting proposals in response to this solicitation to suggest one or more virtual exchange components to complement the in-person exchange. The virtual exchange component(s) could come before, during and/or after the physical exchange. The objective for the virtual exchange component(s), defined as technology-enabled, sustainable, people-to-people, cross-cultural exchanges, is to augment the impact of the in-person exchange described in this solicitation. ECA encourages organizations to propose virtual exchange ideas that take advantage of ECA's existing web and social networking platforms, including our [International Exchange Alumni](#) space. Virtual exchange components would be coordinated with and approved by the ECA program office and U.S. missions abroad on a project by project basis.

D.3l. Communications Guidance for ECA Grant Recipients: All ECA Grant Recipients must adhere to the requirements in [ECA's Communications Guidance](#) on the creation of program branding and attribution, websites, social media, and press.

D.3m. Please take the following information into consideration when preparing your budget:

D.3n. Applicants must submit SF-424A – “Budget Information – Non-Construction Programs” along with a comprehensive budget for the entire program. Budget requests may not exceed \$5,000,000 for the FY 2018 base year. There must be a summary budget as well as breakdowns reflecting both administrative and program budgets. Applicants may provide separate sub-budgets for each program component, phase, location, or activity to provide clarification

For competitions that will be renewed through a Non-Competitive Continuation applicants must submit:

- the SF-424A which must include the budget request amount for the base-year of the program;
- a detailed proposal narrative and budget for the base year of funding (Please refer to the Proposal Submission Instruction Document (PSI) for general budget guidance.). The narrative should also include a brief commitment to implement the program for the base year, plus two additional non-competitive continuation years, pending successful program performance and availability of funds; and
- an abbreviated/estimated summary budget presenting the total projected administrative and program costs for the anticipated total duration of programming (base year, plus two non-competitive continuation years).

To exercise the Non-Competitive Continuation mechanism the recipient will be required to submit:

1. timely quarterly performance and financial reports;
2. a request in writing to ECA at least 90 days in advance of the expiration of the current program year;
3. a summary budget that projects program expenses through the end of the current year;
4. a detailed budget outlining both administrative and program expenses for the requested non-competitive continuation year; and
5. a brief narrative to support the continuation of the award.

The ECA Grants Officer and Program Officer will:

1.) closely monitor the recipient’s performance through site visits, desk audits, mandatory quarterly performance and financial reports, consultations, and other forms of communication and dialogue before exercising additional non-competitive continuations. (Additional details regarding monitoring and oversight of the program by ECA representatives will be provided at the time the base-year award is made.)

- 2.) review and evaluate all mandatory quarterly program and financial reports;
 - All program and financial reporting requirements must be current and up-to-date before the Bureau will exercise additional non-competitive continuations.
 - Any/all concerns, issues, or modifications requested by the Grants Officer or Program Officer to the original program design or method of implementation must be responded to in writing.
 - The ECA Grants Officer and Program Officer will review and advise of ECA's approval or disapproval of the response before issuing subsequent non-competitive continuations.
- 3.) Prior Grants Officer approval is required to carry forward an unobligated balance from a prior funding period to the subsequent funding period. If the Grants Officer determines that some or all of the unobligated funds are not necessary to perform the program activity, the Grants Officer may decline the Recipient's request to carry forward the unobligated balance.

The Grants Officer may, at their discretion, use the unobligated balance to reduce or offset future funding for a subsequent funding period. An unobligated balance at the end of a funding period is not sufficient justification to carry forward funds. A final determination and approval to carry forward any funds will be communicated via a cost amendment with adjustment, if any, to new obligation amounts.

- i. The request to carry forward an unobligated balance must include:
 - a. A brief narrative why funds remain unobligated and how the unobligated funds will be used to complete the previously approved goals and objectives of the program; and,
 - b. A detailed budget that reflects the amount of unobligated funds to date, and anticipated expenditures in the subsequent period of performance for all cost categories under the authorized budget.

D.30. Allowable costs for the program include the following:

- 1) Staff travel (including regional travel for staff of in-country partners to conduct trainings/manage activities in neighboring countries)
- 2) Website development and support
- 3) Stipends or other benefits for U.S. and overseas teachers directly involved in the program
- 4) Honoraria
- 5) Educational materials
- 6) Training modules (including expenses related to any in-person training)
- 7) Curriculum Development/Integration
- 8) Online Professional Development
- 9) Promotional or outreach activities

- 10) Software or supplies such as digital cameras, flip-cams, webcams, etc. to support online project work. Applicants should primarily seek out donations or acquisition of supplies through outside sources
- 11) Internet access fees
- 12) Monitoring and evaluation
- 13) Justifiable expenses directly related to program activities
- 14) Administrative expenses: The award funds may be used to pay reasonable costs for program administration, technical support, and other administrative needs. Cost sharing in these areas is strongly encouraged.

Please refer to the Solicitation Package for complete budget guidelines and formatting instructions.

D.3p. Application Deadline and Method of Submission:

Application Deadline Date: Friday, June 8, 2018

Method of Submission:

Applications may only be submitted electronically through Grants.gov (<https://www.grants.gov>). Complete solicitation packages are available at Grants.gov in the “Search Grants” portion of the system.

D.3q. Grants.gov Registration, Application Submission, and Receipt Procedures

Eligible organizations should follow the instructions available in the ‘Get Started’ portion of the site (<http://www.grants.gov/web/grants/applicants/apply-for-grants.html>).

How to Register to Apply through Grants.gov

Applicants should read instructions carefully and prepare the information requested before beginning the registration process. Reviewing and assembling the required information before beginning the registration process will alleviate last-minute searches for required information.

The registration process can take up to four weeks to complete. Therefore, registration should be done in sufficient time to ensure it does not impact your ability to meet required application submission deadlines. Applicants should check with appropriate staff within their organizations immediately after reviewing this NOFO to confirm or determine their registration status with Grants.gov. Organization applicants can find complete instructions here: <https://www.grants.gov/web/grants/applicants/organization-registration.html>

How to Submit an Application to ECA via Grants.gov

For access to complete instruction on how to apply for Notice of Funding Opportunities on Grants.gov, refer to: <https://www.grants.gov/web/grants/applicants/apply-for-grants.html>

Grants.gov Support and Submission Issues

Direct all questions regarding Grants.gov registration and submission issues to:

Grants.gov Customer Support

Contact Center Phone: 800 -518-4726

Business Hours: 24 hours a day, 7 days a week; closed on federal holidays

Email: support@grants.gov

Timely Receipt Requirements and Proof of Timely Submission

Applicants have until midnight (12:00 a.m.), Washington, DC time of the closing date to ensure that their entire application has been uploaded to the Grants.gov site. There are no exceptions to the above deadline. Applications uploaded to the site after midnight of the application deadline date will be automatically rejected by the Grants.gov system, and will be technically ineligible.

Therefore, we strongly recommend that you not wait until the application deadline to begin the submission process through Grants.gov.

Proof of timely submission is automatically recorded by Grants.gov. An electronic date/time stamp is generated within the system when the application is successfully received by Grants.gov. The applicant Authorized Organization Representative (AOR) will receive an acknowledgement of receipt and a tracking number (GRANTXXXXXXXX) from Grants.gov with the successful transmission of their application. Applicant AORs will also receive the official date/time stamp and Grants.gov Tracking number in an email serving as proof of their timely submission.

When ECA successfully retrieves the application from Grants.gov and acknowledges the download of submissions, Grants.gov will provide an electronic acknowledgement of receipt of the application to the email address of the applicant with the AOR role. Again, proof of timely submission shall be the official date and time that Grants.gov receives your application.

Applicants using slow internet, such as dial-up connections, should be aware that transmission can take some time before Grants.gov receives your application. Grants.gov will provide either an error or a successfully received transmission in the form of an email sent to the applicant with the AOR role. The Grants.gov Support Center reports that some applicants end the transmission because they think that nothing is occurring during the transmission process. Please be patient and give the system time to process the application.

The Grants.gov website includes extensive information on all phases/aspects of the Grants.gov process, including an extensive section on frequently asked questions, located under the "Applicant FAQs" section of the website. ECA strongly recommends that all potential applicants review thoroughly the Grants.gov website, well in advance of

submitting a proposal through the Grants.gov system. ECA will not notify you upon receipt of electronic applications.

PLEASE NOTE: ECA bears no responsibility for applicant timeliness of submission or data errors resulting from transmission or conversion processes for proposals submitted via Grants.gov.

It is the responsibility of all applicants submitting proposals via the Grants.gov web portal to ensure that proposals have been received by Grants.gov in their entirety, and ECA bears no responsibility for data errors resulting from transmission or conversion processes.

D.3r. Intergovernmental Review of Applications: Executive Order 12372 does not apply to this program.

E. APPLICATION REVIEW INFORMATION

The Bureau will review all proposals for technical eligibility. Proposals will be deemed ineligible if they do not fully adhere to the guidelines stated herein and in the Solicitation Package. All eligible proposals will be reviewed by the program office, as well as the Public Diplomacy section overseas and State Department regional bureaus, where appropriate. Eligible proposals will be subject to compliance with Federal and Bureau regulations and guidelines and forwarded to Bureau grant panels for advisory review. Proposals may also be reviewed by the Office of the Legal Adviser or by other Department elements. All awards will be assessed for risk prior to their issuance. Final funding decisions are at the discretion of the U.S. Department of State's Assistant Secretary for Educational and Cultural Affairs. Final technical authority for assistance awards resides with the Bureau's Grants Officer.

E.1. REVIEW CRITERIA

1. Program planning and ability to achieve objectives: Proposals should clearly demonstrate how the recipient would coordinate this multi-leveled program. Administrative details along with implantation strategies should be included, as well as specifics on the number and size of subawards. Proposals that support the issuance of multiple subawards (as cooperative agreements) for a variety of amounts and program models will be considered more competitive under this review criterion.. If an applicant proposes fewer subawards for larger amounts and for fewer program models, a strong justification will be required for the panel to consider the proposal competitive under this review criterion. Detailed agenda and relevant work plan should demonstrate substantive undertakings and logistical capacity. Agenda and plan should adhere to the program overview and guidelines described above.

2. Support of Diversity: Proposals should show substantive support of the Bureau's policy on diversity. Proposals should demonstrate how diversity will be achieved in the different aspects of program administration and of program design, content and implementation, including individual grantee/participant recruitment, selection and placement. It is important that proposals have a clearly articulated diversity plan and not simply express general support for the concept of diversity.

3. Institution's Record/Ability and Capacity: Proposals should demonstrate an institutional record of successful implementation of multi-leveled programs including responsible fiscal management and full compliance with all reporting requirements. Successful proposals will demonstrate a deep understanding of virtual exchanges and deep experience with implementing virtual exchanges. Experience with in-person exchanges should also be demonstrated.

4. Follow-on Activities: Proposals should provide a plan for continued follow-on activity (without Bureau support) ensuring that Bureau supported programs are not isolated events.

5. Project Evaluation: Proposals should include a plan to evaluate the activity's success, both as the activities unfold and at the end of the program. A draft survey questionnaire or other technique plus description of a methodology to use to link outcomes to original project objectives are recommended.

6. Cost-effectiveness and Cost-sharing: The overhead and administrative components of the proposal, including salaries and honoraria, should be kept as low as possible. All other items should be necessary and appropriate. Proposals should maximize cost-sharing through other private sector support as well as institutional direct funding contributions.

F. Federal Award Administration Information

F.1. Award Notices: Final awards cannot be made until funds have been appropriated by Congress, allocated and committed through internal Bureau procedures. Successful applicants will receive a Federal Assistance Award (FAA) from the Bureau's Grants Office. The FAA and the original proposal with subsequent modifications (if applicable) shall be the only binding authorizing document between the recipient and the U.S. Government. The FAA will be signed by an authorized Grants Officer, and transmitted to the recipient's responsible officer identified in the application.

Unsuccessful applicants will receive notification of the results of the application review from the ECA program office coordinating this competition.

A critical component of current U.S. government Iran policy is the support for indigenous Iranian voices. The State Department has made the awarding of grants for this purpose a key component of its Iran policy. As a condition of licensing these activities, the Office of Foreign Assets Control (OFAC) has requested the Department of State to follow certain procedures to effectuate the goals of Sections 481(b), 531(a), 571, 582, and 635(b) of the Foreign Assistance Act of 1961 (as amended); 18 U.S.C. §§ 2339A and 2339B; Executive Order 13224; and Homeland Security Presidential Directive 6. These licensing conditions mandate that the Department conduct a vetting of potential Iran grantees and sub-grantees for counter-terrorism purposes. To conduct this vetting the Department will collect information from grantees and sub-grantees regarding the identity and background of their key employees and Boards of Directors.

Note: To assure that planning for the inclusion of Iran complies with requirements, please contact Brent Beemer, beemerbt@state.gov, (202) 632-6163 for additional information.

All awards made under this competition must be executed according to all relevant U.S. laws and policies regarding assistance to the Palestinian Authority, and to the West Bank and Gaza. Organizations must consult with relevant Public Affairs Offices before entering into any formal arrangements or agreements with Palestinian organizations or institutions.

Note: To assure that planning for the inclusion of the Palestinian Authority complies with requirements, please contact Brent Beemer, beemerbt@state.gov, (202) 632-6163 for additional information.

SPECIAL PROVISION FOR PERFORMANCE IN A DESIGNATED COMBAT AREA AND FUTURE CONTINGENCY OPERATIONS (CURRENTLY IRAQ AND AFGHANISTAN)

(Revised August 2014)

Each federal assistance award within areas of combat operations or future contingency operation, as designated by the Secretary of Defense (currently Iraq and Afghanistan), over \$150,000 or providing for performance over 30 days must be registered in the Department of Defense maintained Synchronized Pre-deployment and Operational Tracker (SPOT) system. Each federal assistance award shall be registered in SPOT before personnel deployment. The DoS SPOT Program Office can assist with entering awards in SPOT. Please send an email to AQMOPs@state.gov for information.

Information on how to register in SPOT and how to report the total number of recipient personnel deploying under each award will be contained in a Special Provision within each assistance award.

Recipients that do not utilize personnel who are performing a private security function; or require access to U.S. facilities, services, or support can be entered through the SPOT

aggregate functionality. Upon the award of a grant/and or cooperative agreement in a designated area of combat operations or future contingency operation (currently Iraq and Afghanistan), the Grants Officer or his/her designee will enter the following award information into SPOT to include (i) a brief description of the contract (to the extent consistent with security considerations); (ii) the total value of the contract; and (iii) whether the contract was awarded competitively. The Recipient should send updated deployment numbers for each award sent to the Grants Officer and his/her designee and the Department of State's SPOT program office on a quarterly basis as follows:

The Recipient is required to submit with the quarterly financial report submission information regarding the number of individuals receiving payment from the funds being granted under this award. This report is due 30 days after the calendar year quarter and 90 days after the award period end date and also should be sent to AQMOps@state.gov with the subject line "SPOT Quarterly Report -- Award Number". The following information shall be provided:

1. Total number of individuals receiving payment from the funds being granted:
 - a. Total Number U.S. Personnel Deployed:
 - b. Total Number Host Country Personnel:
 - c. Total Third Country Personnel Deployed:

These reports should be sent to AQMOps@state.gov. The SPOT program office will enter the numbers into SPOT.

Recipients utilizing personnel who are performing a private security function; or require access to U.S. facilities, services, or support must be entered into SPOT individually with all required personal information. The recipient organization will designate a SPOT administrator who will obtain a SPOT company administrator account. Recipients of federal assistance awards shall register personnel in SPOT before deployment, or if already operational in the designated operational area, register personnel upon becoming an employee under the award and maintain current data in SPOT. Procedures on how to register in SPOT will be provided by the Grants Officer and his/her designee.

Recipient performance may require the use of armed private security personnel. To the extent that such private security contractors (PSCs) are required, Recipients are required to ensure they adhere to Chief of Mission (COM) policies and procedures regarding the operation, oversight, and accountability of PSCs.

In a designated area of combat operations or future contingency operation, the term PSC includes any personnel providing protection of the personnel, facilities, property of a Recipient or sub-recipient at any level, or performing any other activity for which personnel are required to carry weapons in the performance of their duties.

As specific COM policies and procedures may differ in scope and applicability, recipients of federal assistance awards are advised to review post policies and procedures carefully in this regard and direct any questions to the Embassy Regional Security Office (RSO) via the Grants Officer Representative (GOR). Any exclusion to these policies must be granted by the COM via the RSO. COM policies and procedures may be obtained from the RSO via the GOR. Recipients of federal assistance awards are also advised that these policies and procedures may be amended from time to time at the post in response to changing circumstances.

F.2 Administrative and National Policy Requirements: Terms and Conditions for the Administration of ECA agreements include the following: Office of Management and Budget's Guidance 2 CFR Parts 200 and 600, entitled the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Effective December 26, 2014, replacing the previous circulars).

For a copy of the OMB Guidance cited, please contact the U.S. Government Publishing Office or download from the www.ecfr.gov website.

Please reference the following websites for additional information:

<https://www.whitehouse.gov/omb>
<https://www.state.gov/m/a/ope/index.htm>

F.3. Reporting Requirements: You must provide ECA with an electronic copy of the following required reports:

Mandatory:

- 1.) Additional performance reports shall not be required more frequently than quarterly or, less frequently than annually. Annual reports shall be due 90 calendar days after the grant year; quarterly or semi-annual reports shall be due 30 days after the reporting period. (Frequency of these reports will be determined by the Grants Officer and Program Officer). The complete report and supporting documentation must be uploaded by the Recipient as a *Post Award Activity* under the corresponding record for this Cooperative Agreement/Grant in the U.S. Department of State's [SAMS Domestic](http://www.sams.gov). SAMS Domestic is the U.S. Department of State's grants management system, which is replacing GrantSolutions.gov, and is supported by the Department's Integrated Logistics Management System (ILMS). For assistance, please contact the U.S. Department of State's ILMS Help Desk at 1-888-313-4567 (toll free for US callers) or through the U.S. Department of State's ILMS Self Service Portal at <https://afsitsm.service-now.com/ilms/home>. The Federal Financial Report (FFR SF-425/SF-425a) must be submitted through the Payment Management System (PMS). The electronic version of the FFR can be accessed at: <http://www.dpm.psc.gov/>. Once a financial report has been approved by the Department, the Recipient must upload the approved report to

[SAMS Domestic](#), in the same manner specified for the programmatic reports. Failure to comply with these reporting requirements may jeopardize the Recipient's eligibility for future Cooperative Agreements/Grants.

In the event you are having difficulty uploading reports and the ILMS help desk is not providing sufficient assistance, please email ECA_SAMSDomestic@state.gov.

- 2.) A final program and financial report no more than 90 days after the expiration or termination of the award;
- 3.) A concise, one-page final program report summarizing program outcomes no more than 90 days after the expiration of the award. This report should be e-mailed to: FFATAECA@state.gov. This one-page report will be transmitted to OMB, and be made available to the public via OMB's USAspending.gov website - as part of ECA's Federal Funding Accountability and Transparency Act (FFATA) reporting requirements.
- 4.) Because the Competition will allow for the exercise of Non-Competitive Continuations (NCC), applicants must be placed on a mandatory quarterly program and financial reporting cycle. The due dates for these reports will be included in the final assistance award document. The program and financial reports must demonstrate substantial progress by addressing progress towards the original approved goals and objectives, relative activities and events, and supporting fiscal data. The reports will be reviewed by both the assigned Grant Officer and Program Officer.

Award recipients will be required to provide reports analyzing their evaluation findings to the Bureau in their regular program reports. (Please refer to D.3j. Program Monitoring and Evaluation information.)

All data collected, including survey responses and contact information, must be maintained for a minimum of three years and provided to the Bureau upon request.

G. Agency Contacts

For questions about this announcement, contact: Brent Beemer, U.S. Department of State, Office of Professional Exchanges, ECA/PE, SA-5, 5th Floor, 2200 C Street, NW, Washington, DC 20037, (202) 632-6163, (202) 632-7876, beemerbt@state.gov.

All correspondence with the Bureau concerning this NOFO should reference the title and funding opportunity number listed at the top of this solicitation.

Please read the complete announcement before sending inquiries or submitting proposals. Once the NOFO deadline has passed, Bureau staff may not discuss this competition with applicants until the proposal review process has been completed.

H. Other Information:

Notice:

The terms and conditions published in this NOFO are binding and may not be modified by any Bureau representative. Explanatory information provided by the Bureau that contradicts published language will not be binding. Issuance of the NOFO does not constitute an award commitment on the part of the Government. The Bureau reserves the right to reduce, revise, or increase proposal budgets in accordance with the needs of the program and the availability of funds. Awards made will be subject to periodic reporting and evaluation requirements per section F3. Reporting Requirements above.

Marie Royce
Assistant Secretary for Educational and Cultural Affairs
U.S. Department of State

April 27, 2018