

U.S. DEPARTMENT OF STATE

Bureau of International Security and Nonproliferation, Office of Cooperative Threat Reduction
(ISN/CTR)

Notice of Funding Opportunity

Funding Opportunity Title:	FY19 Iraq Chemical and Biological Threat Reduction Activities
Funding Opportunity Number:	SFOP0005487
Deadline for Applications:	February 1, 2019
CFDA Number:	19.033
Total Amount Available:	\$10,000,000

A. PROGRAM DESCRIPTION

ISN/CTR sponsors foreign assistance activities funded by the Nonproliferation, Anti-terrorism, Demining and Related Programs (NADR) account, and focuses on mitigating proliferation risk in frontline states and regions where terrorist threats are greatest, such as in the Middle East, North Africa, and Asia.

ISN/CTR administers threat reduction activities for Iraq in partnership with government, security, academic, public and veterinary health, and industrial communities to strengthen their ability to prevent Weapons of Mass Destruction (WMD) attacks. This program secures chemical and biological materials, equipment, technologies, expertise, and infrastructure to prevent their misuse by terrorists and other nefarious actors. To accomplish this mission, the program sponsors efforts to identify and address chemical and biological security vulnerabilities and to detect and investigate early warning signs of WMD attacks.

For activities in Iraq, ISN/CTR stakeholders include:

- Government ministries and agencies that have a role in chemical and biological oversight;
- Law enforcement entities and security forces;
- Chemical and biological faculties and departments within universities and research institutions;
- Facilities that manufacture, store, or distribute weaponizable chemicals and their precursors;
- Facilities that manufacture, store, or distribute especially dangerous pathogens;
- Chemical academic and industry associations that may play a role in the promotion of global chemical management best practices;
- Biological academic and industry associations that may promote biorisk management; and
- International organizations with complementary WMD prevention missions.

In Fiscal Year 2019 (FY19), ISN/CTR will fund activities that align with and support one or more of its four goals.

ISN/CTR Goals in Iraq

Strengthen the ability of the Government of Iraq to disrupt WMD attacks

Funded activities will emphasize:

- Training and equipping various partner country entities that are responsible for WMD attack prevention and response, if necessary; and/or
 - Broadly addressing chemical threats from crude weapons to sophisticated chemical agents used on the battlefield
 - Broadly interdicting dual-use biological equipment and materials
- Coordination and interaction among Government of Iraq ministries and law enforcement, technical, medical, and first responder communities on the detection and investigation of WMD attack plots.
- National and facility-level policies and programs to strengthen oversight of chemical and biological materials and related assets;

Prevent WMD attacks by promoting awareness of chemical and biological threats and adoption of threat mitigation best practices

Funded activities will emphasize:

- Adoption of chemical security norms, management standards, and responsible use policies, such as Responsible Care®, employee vetting, and know-your-customer programs;
- Adoption of biorisk management norms, including improvements across ministries of relevant institutions' biosafety and biosecurity practices
- Understanding of, and compliance with, relevant nonproliferation treaty commitments and U.N. Security Council obligations, like the Chemical Weapons Convention, Biological Weapons Convention, and UNSCR 1540;
- Broad awareness of Iraqi chemical and biological security policies, programs, and best practice information as well as coordination among relevant ministries and security agencies; and/or
- Train-the-trainer programs that emphasize sustainability within partner countries.
- Identification and remediation of endemic, emerging, and re-emerging dangerous infectious disease threats

Secure chemical and biological materials and related assets throughout the supply chain

Funded activities will emphasize:

- Training to identify and mitigate physical and procedural security gaps, to include facility-appropriate vulnerability assessment methodologies;
- Training on identifying and addressing threats of infiltration and exploitation by terrorist networks, such as insider threat mitigation, personnel reliability, and security forces training program;
- Physical security upgrades to prevent unauthorized access to chemical and biological materials and related assets that could be weaponized, including neutralization protocols and rapid security upgrades for high security risk materials and facilities; and/or
- Trainings that develop sustainable precursor chemical controls that can be used to make chemical weapons such as, but not limited to, sulfur mustard or more advanced chemical weapons.

Develop innovative strategies and explore novel tools to adapt to the constantly evolving WMD threat

Funded activities will offer:

- Innovative tools and proposals to address new and complex challenges (such as mapping in-country laboratories and industrial plants that hold dangerous chemical precursors or especially dangerous pathogens);
- Preventing chemical and potential biological casualties through rapid train and equip efforts on WMD detection devices and incident command systems to enhance chemical/biological security posture and counter terrorist groups;
- Training and equipment for new detection and attack prevention capabilities, such as advanced insider threat trainings for law enforcement, industry personnel, and university officials to identify signs of radicalization.

Proposal Considerations

Sustainability is paramount to ISN/CTR's long-term strategy for each project funded for work in Iraq. ISN/CTR prioritizes proposals that demonstrate the implementer's subject matter expertise relevant to the chemical and biological security needs of our partners. **All proposals must make a clear and compelling case for how they will address a chemical or biological threat, how they will support partner-specific political, technical, and/or logistical realities, and how to support one or more ISN/CTR goals.** ISN/CTR welcomes proposals that address both chemical and biological risks or focuses on either chemical or biological issues respectively.

ISN/CTR will view the following attributes favorably in the FY19 proposal process:

- Nonproliferation benefit clearly evidenced by data-driven analysis and targeted approaches to current threat information;
- Effective mechanisms for long-term sustainment post-engagement, including but not limited to tangible products, tools, and online learning platforms;
- Creative and innovative tools and engagements that demonstrate concepts and implement outcomes beyond basic chemical safety and security awareness raising;
- Proposals that emphasize train-the-trainer methodologies and build indigenous capacity within a partner country;
- Proposals tailored to fit local technical capacities as well as threat environment;
- Leveraging existing relationships to expand ISN/CTR's ability to work in difficult environments;
- ISN/CTR will consider chemical and biological attack response proposals if such proposals can lead to more comprehensive WMD prevention trainings and/or create greater buy-in from partner countries;
- Financial and/or in-kind cost-sharing, including but not limited to subject matter expertise, facilities, equipment, technology, or other forms of cost-sharing;
- Proposals that deliver innovative, technical, and/or logistical solutions;
- Virtual or web-based activities and low-cost equipping solutions for difficult operating environments;
- Multi-phased proposals to scope vulnerabilities and develop country-specific targeted solutions and exercises.

ISN/CTR Milestones for Iraq

ISN/CTR engagement in Iraq is focused on building specific and enduring institutional capabilities. As partner organizations' capabilities advance, ISN/CTR programming will adjust accordingly. ISN/CTR engagements target four primary milestones:

1. **Awareness Raising** – Assisting government officials, technical experts, facility management, security personnel, and academics to understand the fundamental importance of chemical and biological security, identify specific roles within their community of experts, and connect to additional resources for onward development.
2. **Adaptation of Core Principles** – Working toward recognition and internalization of chemical security throughout a stakeholder community and supports the adaptation of international codes tailored to local contexts.
3. **Formalization of Key Policies** – Promoting local initiatives and strong collaboration among government entities, private companies, university leadership, and facility safety and security measures to evaluate and improve physical and procedural security of weaponizable assets.
4. **Self-Sustaining Application** – Establishing and consistently applying security vulnerability assessments and a commitment to a “plan, do, check, act” cycle of continuous improvement within respective organizations.

In addition, ISN/CTR utilizes metrics and evaluation tools to assess program outputs, outcomes, long-term effectiveness, and sustainability. Timely and detailed after action reporting allows for fine-tuning or course correction if ISN/CTR priorities and milestones are not being achieved. The use of these tools assures that activities directly support ISN/CTR's mission and priorities in Iraq and complement overarching goals and objectives of ISN/CTR.

B. FEDERAL AWARD INFORMATION

Length of performance period: 12 months.

Number of awards anticipated: TBD (dependent on amounts)

Award amounts: ISN/CTR prefers projects that cost less than \$500,000 though awards may involve multiple projects that cumulatively exceed \$500,000. ISN/CTR will prioritize proposals that efficiently meet NOFO and programmatic goals at the lowest technically acceptable cost.

Type of Funding: FY19/20 Nonproliferation, Anti-Terrorism, Demining and Related Activities Funds under the Foreign Assistance Act

Anticipated project start date: October 1, 2019

Funding Instrument Type: Cooperative agreement. Cooperative agreements are different from grants in that bureau staff are more actively involved in the grant implementation.

Project Performance Period: Proposed projects should be completed in 12 months or less. This notice is subject to availability of funding.

C. ELIGIBILITY INFORMATION

1. Eligible Applicants

The following organizations are eligible to apply (both domestic and international):

- *Not-for-profit organizations*
- *Public and private educational institutions*
- *For-profit organizations*
- *Public International Organizations*

2. Cost Sharing or Matching

This program does not require cost sharing, however proposals which demonstrate cost sharing will be welcomed.

The recipient is required to maintain written records to support all allowable costs that are claimed as its contribution to cost-share, as well as costs to be paid by the Federal government. Such records are subject to audit. In the event the recipient does not meet the minimum amount of cost-sharing as stipulated in the recipient's budget, the Bureau's contribution may be reduced in proportion to the recipient's contribution.

Other Eligibility Requirements

In order to be eligible to receive an award, all organizations must have a unique entity identifier (Data Universal Numbering System/DUNS number from Dun & Bradstreet), as well as a valid registration on www.SAM.gov.

The organization that submits an application in response to this notice of funding opportunity (NOFO) announcement acknowledges and accepts all of the requirements contained herein. The submission in response to this announcement is voluntary and does not obligate the Department of State to fund the proposal or proposal preparation costs.

Applicants are only allowed to submit one proposal per organization/or PI. If more than one proposal is submitted from an organization/or PI, all proposals from that institution will be considered ineligible for funding.

D. APPLICATION AND SUBMISSION INFORMATION

Section 1 - Application for Federal Assistance (SF-424):

This form is part of the NOFO proposal package.

Section 2 – Project Proposal(s):

Using the provided template, the applicant must provide a completed project proposal. The proposal form must be completed in its entirety and clearly specify the proposed scope, deliverables, and timeline. Applicants must specify a point of contact for each project that is proposed.

Section 3 - Budget:

Also using the provided project proposal template, applicants must provide a budget for each project. The budget must identify the total amount of funding requested, with a breakdown of amounts to be spent in the following budget categories:

Guidelines for Budget Justification

Personnel and Fringe Benefits: Describe the wages, salaries, and benefits of temporary or permanent staff who will be working directly for the applicant on the project, and the percentage of their time that will be spent on the project.

Travel: Estimate the costs of travel and per diem for this project, for both program staff, consultants or speakers, and participants/beneficiaries. If the project involves international travel, include a brief statement of justification for that travel.

Equipment: Describe any machinery, furniture, or other personal property that is required for the project, which has a useful life of more than one year (or a life longer than the duration of the project), and costs at least \$5,000 per unit.

Supplies: List and describe all the items and materials, including any computer devices, that are needed for the project. If an item costs more than \$5,000 per unit, then put it in the budget under Equipment.

Contractual: Describe goods and services that the applicant plans to acquire through a contract with a vendor. Also describe any sub-awards to non-profit partners that will help carry out the project activities.

Other Direct Costs: Describe other costs directly associated with the project, which do not fit in the other categories. For example, shipping costs for materials and equipment or applicable taxes. All “Other” or “Miscellaneous” expenses must be itemized and explained.

Indirect Costs: These are costs that cannot be linked directly to the project activities, such as overhead costs needed to help keep the organization operating. If your organization has a Negotiated Indirect Cost Rate (NICRA) and includes NICRA charges in the budget, attach a copy of your latest NICRA. Organizations that have never had a NICRA may request indirect costs of 10% of the modified total direct costs as defined in 2 CFR 200.68.

Alcoholic Beverages: Please note that award funds cannot be used for alcoholic beverages.

Applicants must adhere to the requirements of the Federal Travel Regulation (FTR), including Fly America Act requirements, when proposing and conducting travel. For further information and current foreign per diem rates, please visit:

http://aoprals.state.gov/content.asp?content_id=184&menu_id=78b

Application Submission Process: Applicants should submit project proposals electronically using Grants.gov. Thorough instructions on the Grants.gov application process are available at <http://www.grants.gov>. For questions relating to Grants.gov, please call the Grants.gov Contact Center at 1-800-518-4726.

Required Registrations:

Any applicant listed on the Excluded Parties List System (EPLS) in the [System for Award Management \(SAM\)](#) is not eligible to apply for an assistance award in accordance with the OMB

guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR, 1986 Comp., p. 189) and 12689 (3 CFR, 1989 Comp., p. 235), “Debarment and Suspension.” Additionally, no entity listed on the EPLS can participate in any activities under an award. All applicants are strongly encouraged to review the EPLS in SAM to ensure that no ineligible entity is included.

All organizations applying for grants (except individuals) must obtain these registrations. All are free of charge:

- Unique entity identifier from Dun & Bradstreet (DUNS number)
- NCAGE/CAGE code
- www.SAM.gov registration

Step 1: Apply for a DUNS number and an NCAGE number (these can be completed simultaneously)

DUNS application: Organizations must have a Data Universal Numbering System (DUNS) number from Dun & Bradstreet. If your organization does not have one already, you may obtain one by calling 1-866-705-5711 or visiting <http://fedgov.dnb.com/webform>

NCAGE application: Application page here:

<https://eportal.nspa.nato.int/AC135Public/scage/CageList.aspx>

Instructions for the NCAGE application process:

<https://eportal.nspa.nato.int/AC135Public/Docs/US%20Instructions%20for%20NSPA%20NCA%20GE.pdf>

For NCAGE help from within the U.S., call 1-888-227-2423

For NCAGE help from outside the U.S., call 1-269-961-7766

Email NCAGE@dlis.dla.mil for any problems in getting an NCAGE code.

Step 2: After receiving the NCAGE Code, proceed to register in SAM.gov by logging onto:

<https://www.sam.gov>. SAM registration must be renewed annually. Please note that your CCR registration must be annually renewed.

Submission Dates and Times

Applications must be submitted on or before February 1, 2019 11:59 p.m. Eastern time.

Applications submitted after 11:59 p.m. will be ineligible for consideration. Begin the application process early, as this will allow time to address any technical difficulties that may arise in advance of the deadline. There will be no exceptions to this application deadline.

E. APPLICATION REVIEW INFORMATION

Applicants should note that the following criteria serve as a standard against which all project proposals will be evaluated and identify significant considerations that should be addressed in all proposals. ISN/CTR will award a cooperative agreement to the applicant(s) whose offer represents the best overall value to the government from both a technical and cost perspective.

ISN/CTR will evaluate proposals against the stated criteria. Criteria are listed in descending order of importance.

- **Proposed Activity or Activities:** Applicants should clearly describe what they propose to do and how they will do it. The proposed project(s) must directly relate to meeting the specified objectives and applicants should include specific information on how they will systematically meet ISN/CTR's global threat reduction mission. ISN/CTR will evaluate the project proposal in terms of how well it addresses the issues at hand, relevance and feasibility of the proposed activities, the timeline for completion, and the extent to which the impact of the project will continue beyond the conclusion of the period of performance. (30)
- **Organizational Capability:** Applicants must demonstrate how their resources, capabilities, and experience will enable them to achieve the stated goals and objectives in an international technical context. The proposal(s) must identify all key partners and organizations that will be involved in implementation of this project. (25)
- **Budget:** Proposed costs will be evaluated for feasibility, fiscal control practices, and efficiency. ISN/CTR must be able to determine that proposed costs are reasonable, allowable, and allocable to the proposed project activities. ISN/CTR will evaluate the budget to determine if the overall costs are realistic for the work to be performed, if the costs reflect the applicant's understanding of the allowable cost principles established by 2CFR200, and if the costs are consistent with the program narrative. (15)
- **Past Performance:** In reviewing proposals, ISN/CTR will evaluate the organization's past performance on other federal and non-federal grants and cooperative agreements. This will include a review of whether objectives for past awards were met; whether the organization complied with the terms of conditions of past awards, including reporting and financial management requirements; and the timeliness of project implementation. (30)
- **Cyber Security:** Recipients and subcontractors are required to maintain NIST 800 IT Security Standards – (e.g. protective measures that are commensurate with the consequences and probability of loss, misuse, or unauthorized access to, or modification of information) on all covered information systems, and to report cyber incidents directly to the grantor within 48 hours of the incident. Proposals must describe the applicants computer and cyber security practices and capabilities.

F. FEDERAL AWARD ADMINISTRATION INFORMATION

1. Federal Award Notices

The grant award or cooperative agreement will be written, signed, awarded, and administered by the Grants Officer. The assistance award agreement is the authorizing document and it will be provided to the recipient for review and signature by email. The recipient may only start incurring project expenses beginning on the start date shown on the grant award document signed by the Grants Officer.

If a proposal is selected for funding, the Department of State has no obligation to provide any additional future funding. Renewal of an award to increase funding or extend the period of performance is at the discretion of the Department of State.

Issuance of this NOFO does not constitute an award commitment on the part of the U.S. government, nor does it commit the U.S. government to pay for costs incurred in the preparation and submission of proposals. Further, the U.S. government reserves the right to reject any or all proposals received.

Anticipated Time to Award: Applicants should expect to be notified of the *recommended* concepts within 90 days after the submission deadline. Following this initial notification, **selected applicants will be expected to submit a full application within 30 days.** ISN/CTR staff will provide information at the point of notification about the requirements for the full application, which may include revisions to the activities. The full applications will not be subject to further competition, but must incorporate any suggested changes made by ISN/CTR.

Issuance of this NOFO does not constitute an award commitment on the part of the Government, nor does it commit the Government to pay for costs incurred in the preparation and submission of proposals. Further, the Government reserves the right to reject any or all proposals received.

Project Implementation Meeting: The recipient should expect to have a pre-project implementation meeting with ISN/CTR within thirty days after the cooperative agreement is awarded and before any work is performed for the award.

2. Administrative and National Policy Requirements

Terms and Conditions: Before submitting an application, applicants should review all the terms and conditions and required certifications which will apply to this award, to ensure that they will be able to comply. These include:

2 CFR 200, 2 CFR 600, Certifications and Assurances, and the Department of State Standard Terms and Conditions.

3. Reporting

Reporting Requirements: As a cooperative agreement, reporting and deliverable requirements for this project exceed those of typical grants administered by ISN/CTR. Applicants should pay special attention to these enhanced reporting and deliverable requirements. Specifically:

- Using a template provided by ISN/CTR, the Recipient shall submit quarterly progress reports to the designated Grants Officer Representative (GOR) and to the following email address ISN-CTR-BUDGET@state.gov detailing:
 - Assistance activities conducted during the reporting period;
 - Milestones and successes achieved to date;
 - Key assistance activities remaining to be implemented with a projected timetable;
 - Details of any problems encountered with proposed solutions; and
 - Any other pertinent information requested by ISN/CTR.

- The Recipient shall provide the GOR with copies of all materials developed under this cooperative agreement.
- In addition to regular quarterly reports, the Recipient shall furnish the GOR with ad hoc reports as requested from time to time.

In addition to the above, the Recipient shall submit quarterly financial reports throughout the project period. Financial reports are due 30 days after the reporting period. Final programmatic and financial reports are due 90 days after the close of the project period

Applicants should be aware of the post award reporting requirements reflected in [2 CFR 200 Appendix XII—Award Term and Condition for Recipient Integrity and Performance Matters](#).

G. FEDERAL AWARDING AGENCY CONTACTS

If you have any questions about the grant application process, please contact:

Sapana Vora, Deputy Team Chief
Office of Cooperative Threat Reduction
U.S. Department of State
Email: VoraSR@state.gov
Phone: (202) 736-7216

For interagency agreement (IAA) submissions, directly submit application to the relevant program team and copy the budget team (ISN-CTR-BUDGET@state.gov).

Direct any NOFO submission (non-programmatic) questions to:

Office of Cooperative Threat Reduction Management & Special Projects Team
U.S. Department of State
Email: ISN-CTR-BUDGET@state.gov