

NOTICE OF FUNDING OPPORTUNITY

Opportunity Title: SPEAKER PROGRAM
Opportunity Number: PAS-CHISINAU-FY19-05-SPEAKER
CFDA Number: 19.900
CFDA Title: AEECA PD Programs
Program: Speaker Program (AEECA)
Announcement Type: Open Competition
Announcement Date: Friday, February 15, 2019
Submission Deadline: Friday, March 15, 2019
Anticipated Award Date: Monday, April 15, 2019
Agency Contact: Andrei Cusnir, CusnirAM@state.gov

A. PROGRAM DESCRIPTION

The U.S. Speaker Program promotes an understanding of U.S. policies and institutions and the political, economic, social, and cultural context from which they arise. PAS Chisinau invites proposals for programs that engage speakers and experts from the United States in programs including but not limited to: seminars, workshops, conferences, and media engagements. The program should build and consolidate knowledge and skills essential to the development of communities in Moldova.

Program Objectives:

The U.S. Speaker Program provides seed money to sustainable projects that promote mutual understanding between U.S. and Moldovan citizens.

The strategic priorities are:

- Supporting Independent Voices in Media and Arts
- Entrepreneurial Spirit
- American Values
- Accountable Governance

Applicants are encouraged to develop partnerships with relevant stakeholders, including

the public and/or private sector as well as local organizations, where applicable. All proposals must include an evidence-based description of: (i) the problem the applicant seeks to address; (ii) the implementation context, including any relevant details and the target beneficiaries of the project; and (iii) the project's theory of change, i.e., how the proposed project will achieve the program objectives.

Strong proposals will also define how their programs are innovative, which could include one or more of the following elements:

- Demonstrates strong potential for sustainability and positive impact regardless of future funding or lack thereof.
- Presents a new model or a creative way of scaling and building upon successful approaches;
- Responds to a current challenge;
- Involves people from underserved communities or groups in activities that relate to American values.

In identifying the specific target populations, proposals must demonstrate a commitment towards the support and inclusion of marginalized communities (including disability status, race, ethnicity, religion, sexual orientation, gender identity, age, whether they live in a rural or urban setting, etc.).

B. FEDERAL AWARD INFORMATION

Funding Instrument Type: Grants or Fixed Amount Awards

Funding per grant: est. \$5,000-\$10,000

Expected number of awards: 5-7

The Department also reserves the right to award more or less funding as deemed in the best interest of the U.S. Government. The performance period for funded projects will generally be for up to 24 months. Recipients of funding under this announcement will be subject to the Department of State terms and conditions and the terms set forth in this announcement. Additional terms and conditions may apply as warranted. Quarterly or Semi-annual technical and financial reports may be required during the term of the project. A final assessment at the end of the project is mandatory for all grants.

Award recipients must comply with Executive Order 13224, Blocking Property and Prohibiting Transactions with Persons who Commit, Threaten to commit, or Support Terrorism. Information about this Executive Order can be found at <http://www.gpo.gov/fdsys/pkg/FR-2001-09-25/pdf/01-24205.pdf>.

C. ELIGIBILITY INFORMATION

Eligibility is limited to educational institutions and not-for-profit organizations (NGOs, CSOs, and Think-Tanks) officially registered in the Republic of Moldova.

Organizations without Moldovan registration can apply only as partners through an eligible organization.

Other general criteria:

Organizations should have, or demonstrate the capacity to develop, active partnerships with in-country entities and relevant stakeholders, including the public sector, private sector, and civil society, as relevant to the proposed program objectives.

Organizations may form consortia and submit a combined proposal. However, one organization should be designated as the lead applicants

Organizations should not submit multiple grant proposals unless the scope, goal, and substance of the proposals vary significantly.

The U.S. Embassy's Public Affairs Section reserves the right to request additional background information on applicants that do not have previous experience administering federal grant awards, and these applicants may be subject to limited funding on a pilot basis.

Please note: The Department of State prohibits profit under its assistance awards to for-profit or commercial organizations. No funds will be paid as profit to any recipient. Profit is defined as any amount in excess of allowable direct and indirect costs. The permissibility of costs incurred by commercial organizations is determined in accordance with the provisions of the Federal Acquisition Regulation (FAR) at 48 CFR Part 31, Cost Accounting Standards, and Part 31 Contract Cost Principles and Procedures. Program income earned by the recipient must be deducted from the total project or program allowable cost in determining the net allowable costs on which the federal share of costs is based.

Please note: No entity listed on the Excluded Parties List System in the System for Award Management (SAM) is eligible for any assistance or can participate in any activities under an award in accordance with the OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR Part 1986 Comp., p. 189) and 12689 (3 CFR Part 1989 Comp., p. 235), "Debarment and Suspension." All applicants are strongly encouraged to review the Excluded Parties List System in SAM (www.sam.gov) to ensure that no ineligible entity is included.

The Speaker Program cannot fund:

- Individuals
- Organizations with affiliation to elected officials, political parties, or religious groups;
- Humanitarian or charitable activities, including direct social services to populations;
- Fundraising campaigns;
- Career development activities;
- Political or partisan activities;
- Scientific research;
- Costs for meals and refreshments above 10% of the total funding;
- Purchase or lease of land and/or buildings

Cost Sharing or Matching

Applicants are not required to include funding from other donors. However, applications that include additional in-kind and/or cash contributions from non-U.S. Government sources will be given extra consideration, as cost-sharing demonstrates a strong commitment to the planned activities and greater cost effectiveness.

Cost sharing may be in a certain percentage or amount, or may take the form of contributions of specified items or activities (e.g., provision of equipment).

D. APPLICATION AND SUBMISSION INFORMATION

A complete application must contain the following mandatory elements:

1. **Application Format** in MS Word format (Please download from Related Documents)
2. **Detailed Budget** in MS Excel format (Please download from Related Documents)
3. **Budget Narrative** (free form)
4. **Speaker letter of intent** in case of a confirmed speaker

Unsolicited attachments will not be read and should not be submitted for this award.

Do not archive documents and do not send links to external storages such as Google Drive or Dropbox. The documents must be attached as individual files and sent in one email before the deadline. Do not send the application package more than one time.

Please send the application electronically to moldovagrants@state.gov including the Funding opportunity Number and Name of the Organization in the subject of your email.

Example: *PAS-CHISINAU-FY19-05-SPEAKER Asociatia Moldova*

It is the responsibility of all applicants to ensure that proposals have been submitted on time the emails specified. The U.S. Embassy bears no responsibility for data errors during the transmission or conversion processes.

We encourage the applicants to use the downloadable forms. If Internet access is limited, please contact us to arrange an alternative way of receiving the application package.

Each proposal submission should clearly demonstrate the relationship to Speaker Program and address at least one of the program objectives described in this announcement.

Covered Costs: The U.S. Embassy will cover economy-class airfare ticket (approximately \$2,000, Fly America Act applies), per diem (\$73 per day, including travel days), lodging costs (up to \$161), and honoraria (\$250 per work day).

Please include these numbers in your budget outline. It is the applicant's responsibility to identify the relevant expert and ensure that he/she agrees to these conditions and states

this in their letter of intent. If you do not have a confirmed speaker but you have a clear idea of objectives and subject matter expertise you can still apply but you need to describe in your application the potential profile of the speaker. Allowable costs are limited to immediate program needs, such as translation services, in-country transportation, conference room rentals, relevant supplies, and meals. The program cannot cover overhead or staff salaries.

Please use only Microsoft Word to fill out the project form. If you do not have Microsoft Office software, feel free to use the computers at the America House (find address on the Embassy's website) or any other public access center (e.g., Novateca's nationwide library network, Internet cafés, etc.).

Please contact us at rusus@state.gov if you experience technical problems or are unable to submit an electronic version of the application.

Successful applicants may be required to register in SAM.GOV (System for Award Management) before an award can be made.

E. APPLICATION REVIEW INFORMATION

Proposals are judged on the following criteria:

1. Originality and Relevance to Thematic Priorities (30%)

Proposals should exhibit originality and relevance to the aforementioned Mission Goals and Priority Themes.

2. Sustainability and Feasibility (25%)

Objectives should be measurable and achievable. Applicants should provide a timeline of project activities and outcomes.

3. Applicant's Record and Capacity (25%)

The Embassy will consider the past performance of prior recipients and the demonstrated potential of new applicants. Proposals from organizations should demonstrate an institutional record of successful program administration, including responsible fiscal management and full compliance with all reporting requirements for past grants. Any paid staff should play an essential role and have clearly-defined responsibilities.

4. Cost Effectiveness (20%)

The costs associated with the program should be reasonable and correspond to local market norms for full-time/part-time duties.

F. FEDERAL AWARD ADMINISTRATION INFORMATION

Applicants will be notified electronically about selection results. An email message will be sent to the email account included in the application form. Grants Program Staff may also contact the applicants to request additional information or clarify certain aspects of the application documents; therefore it is important to provide accurate contact information.

Successful program applicants will have to sign a Notice of Award (grant agreement) before receiving the funds. No costs should be incurred by the applicant prior to signing a Notice of Award. The notice of Federal award signed by the grants officer is the authorizing document.

Unsuccessful program applicants will receive an email notification. The grants program may provide a signed rejection letter upon request; however, the Grants Program will not provide reasons for rejection.

Reporting

During the grant implementation the recipient will have to inform the Embassy about the events and activities carried out under the grant.

The recipient will have to provide a final financial and performance report (narrative) submitted in electronic format in English via email at the end of the project, however, often the Embassy may choose to request semiannual or quarterly reporting. The U.S. Embassy reserves the right to request other proofs such as photos from events, participants' lists, copies of publications, etc., as well as request access to financial

G. FEDERAL AWARDING AGENCY CONTACT(S)

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H. OTHER INFORMATION

All Federal Government-financed international air transportation must be accomplished by U.S. Flag air carriers or U.S. code sharing to the extent that service by those carriers is available. These circumstances are outlined below:

1. The United States – European Open Skies Air Transport Agreement (U.S.-E.U. Open Skies Agreement) is a bilateral/multilateral agreement that allows federal funded transportation services to use foreign air carriers under specific circumstances. Due to recent modifications to the U.S. – E.U. Open Skies Agreement, the Department's travel policy has been amended.

2. The modified agreement allows travelers to:

a. Use EU carriers if the travelers are not eligible to use City Pair Fares. Examples would be non-Federal entities and sub non-Federal entities of Federal Awards traveling between points not reflected in the approved Federal Award budget.

b. Use EU carriers between points in the United States and points OUTSIDE of the EU when there is no City Pair Fare on the route or the traveler is not eligible to use the fare. In essence, this allows travelers to compare costs and select between an EU and U.S. flag carrier when the flight originates, arrives in, or stops in any of the EU countries.

Organizations that submit applications in response to this announcement acknowledge and accept all of the requirements contained herein. This announcement serves as notice to select interested parties to have equal opportunity to submit project proposals for funding consideration. All submissions in response to this announcement are voluntary and do not obligate the Department of State to fund any proposal or proposal preparation costs.

Issuance of this Request for Proposals 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. If a proposal is selected for funding, the Department of State has no obligation to provide any additional future funding in connection with the award. Renewal of an award to increase funding or extend the period of performance is at the total discretion of the Department of State.