

NOTICE OF FUNDING OPPORTUNITY

Opportunity Title: ENGLISH-LANGUAGE GRANTS PROGRAM
Opportunity Number: PAS-CHISINAU-FY19-07-ENGLISH
CFDA Number: 19.900
CFDA Title: AEECA PD Programs
Program: English Language Teaching (AEECA)
Announcement Type: Open Competition
Announcement Date: Friday, February 15, 2019
Submission Deadline: Friday, March 22, 2019
Anticipated Award Date: Wednesday, May 1, 2019
Agency Contact: Irina Nicolaev, NicolaevI@state.gov

A. PROGRAM DESCRIPTION

The Cultural Affairs Section of the U.S. Embassy in the Republic of Moldova works to build mutual understanding between Moldovans and Americans. We do this through support of English-language instruction. Our English-language programming funds support English-language community in Moldova. Learning English for Moldovans is a route to economic empowerment and a gateway to an appreciation for US culture and society.

We offer grants for programs and activities that support English-language programs. Grants generally range from \$ 5,000 to \$ 45,000.

Strategic Priorities and Program Goals

Strategic Priority Themes for the 2019 financial year are:

- Supporting Independent Voices
- Entrepreneurship and Economic Empowerment
- Effective Governance
- Sharing American Values

We encourage innovative and creative proposals that go beyond just language-learning

and use English as a medium to support the aforementioned themes.

The following are programs which will be given priority, all other things being equal. Included are reference links to program descriptions. Interested parties should send proposals to be an implementer of these programs. When relevant (i.e. a facilitated MOOC) we encourage you to consider American Spaces (Chisinau, Balti, Ceadir Lunga, Ungheni, and Tiraspol) as venues for facilitation. Alternatively, please consider use of the English Teaching Resource Centers in Comrat, Chisinau, Cahul, and Balti. These centers are located inside universities, and in some cases supported by U.S. Fulbright English Teaching Assistants.

1. Facilitated Massive Open Online Courses:

These MOOCs will help pre-intermediate to intermediate level learners improve their English skills in four major career fields. Each MOOC is five weeks in length, and each has a different facilitated course start date. After the start date of the first facilitated course, the MOOC is open for enrollment.

English for Business and Entrepreneurship

- Improve your English skills to communicate ideas about either starting a new business or improving an existing business.
- Learn how to write a business plan, conduct market research, and communicate with clients and customers. Register: <https://www.coursera.org/learn/business/>

English for Journalism

- Improve your English language skills in the reading, drafting, editing, and proofreading of modern journalism.
- Learn important journalism skills such as note-taking, quoting, and using sources. Register: <https://www.coursera.org/learn/journalism/>

English for Career Development

- Improve your English skills for getting a promotion or finding a new job.
 - Learn how to write resumes, cover letters, and professional email messages.
- Register: <https://www.coursera.org/learn/careerdevelopment/>

English for Media Literacy

- Learn how to select and evaluate the topics in social media, blogs, podcasts, television, film, newspapers, and magazines.
 - Improve your reading skills in areas such as skimming, scanning, finding the main idea, and looking for transitions.
- Register: <https://www.coursera.org/learn/media>

2. A National Spelling Bee (in English)

3. Regional workshops or activities, which would involve regional teachers (including

Gagauzia and Transnistria);

4. Organizing English language summer camps for pre-service teachers and teachers;

5. English-Language Debate Clubs

B. FEDERAL AWARD INFORMATION

Funding Instrument Type: Grants or Fixed Amount Awards

Total Amount available: \$130,000

Funding per grant: up to \$45,000

Expected number of awards: 5-10

Expected award date is May 1, 2019.

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 12 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>.

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).

C. ELIGIBILITY INFORMATION

Eligible applicants: Moldovan non-profit NGOs, American or International non-profit organizations which will partner with a Moldovan NGO or will benefit the Moldovan audience, individuals, Moldovan public institutions.

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 following types of projects are not eligible for funding:

- Projects relating to partisan political activity;
- Charitable or development activities;
- Projects that support specific religious activities;
- Fund-raising campaigns;
- Lobbying for specific legislation or project;
- Scientific research;
- Building renovations;
- Projects intended primarily for the growth or institutional development of the organization;
- Projects that duplicate existing projects.

Covered Costs for U.S. participants: If you are proposing to bring a participant from the United States in support of a program, the U.S. Embassy will cover economy-class airfare ticket (approx. \$2,000), 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. Allowable costs are limited to immediate program needs, such as translation services, in-country transportation, conference room rentals, relevant supplies, and meals.

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. CVs of the paid staff and experts

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-FY19-07-ENGLISH 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.

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 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

Project selection is competitive. Proposals are judged by a review panel on a combination of the following criteria:

1) Relevance to Program Goals and Priority Themes: 30%

Proposals should exhibit relevance to the aforementioned Program Goals and Thematic Priorities. There should be a U.S. component to the program.

2) Sustainability and Communications: 20%

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

A media or communications element of the project should be included.

3) Program Evaluation Plan: 10%

Programs should include impact assessments and goals with measurable outputs and outcomes. Applicants should also identify long and short-term project goals. Projects that propose an independent evaluation will be deemed highly competitive in this category.

4) 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.

5) Cost Effectiveness 15%

The overhead and administrative components of the proposal, including salaries and honoraria, 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. The program is highly competitive and may not be able to fund all good applications.

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 information related to the grant.

G. FEDERAL AWARDED 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.

Disclaimer

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.