



Notice of Funding Opportunity (NOFO)

ScaleUp Bolivia

U.S. Embassy La Paz, Department of State

Opportunity number: PD-LA PAZ-FY26-02

Application deadline: July 15, 2026

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U.S Department of State
Public Diplomacy Section/ U.S. Embassy La Paz
Notice of Funding Opportunity

A. BASIC INFORMATION

1. Overview

| | |
|---------------------------------------|---|
| Funding Opportunity Title | ScaleUp Bolivia |
| Funding Opportunity Number | PD-LA PAZ-FY26-02 |
| Announcement Type | Initial Announcement |
| Deadline for Applications | July 15, 2026 at 23:59 p.m. BOT |
| Assistance Listing Number | 19.040 |
| Length of performance period | 14 months |
| Number of awards anticipated | 1 award |
| Award amounts | \$40,000.00 USD |
| Total available funding | \$40,000.00 USD pending availability of funds |
| Type of Funding | FY26 Smith Mundt Public Diplomacy Funds |
| Anticipated project start date | September 15, 2026 |

Funding Instrument Type: Cooperative agreement. Cooperative agreements include substantial involvement of the embassy in program implementation of the project.

Project Performance Period: Proposed projects should be completed in 14 months or less, approximately between September 2026 to November 2027.

The Department of State may entertain applications for continuation grants funded under these awards beyond the initial budget period on a non-competitive basis subject to availability of funds, satisfactory progress of the program, and a determination that continued funding would be in the best interest of the U.S. Department of State.

This notice is subject to availability of funding. The Embassy’s Public Diplomacy Section reserves the right to award less or more than the funds described under circumstances deemed to be in the best interest of the U.S. government, pending the availability of funds and approval of the designated grants officer.

2. Executive Summary

The U.S. Department of State's Embassy La Paz announces an open competition to implement the ScaleUp Bolivia program, a program designed to transition 100+ informal Bolivian businesses into the formal economy while creating partnerships with U.S. companies and expanding markets for American products and services.

Proposals should provide participants with: step-by-step guidance on business registration, tax compliance, labor law requirements, and obtaining permits and licenses; training on financial management and bookkeeping using U.S.-based accounting software; support for accessing

formal credit and banking services; and assistance building relationships with U.S. suppliers and technology providers.

Proposals must include partnerships with Bolivia's tax authority (Impuestos Nacionales), municipal governments, local chambers of commerce, AMCHAM, and U.S. financial technology companies to streamline formalization and provide ongoing support.

The program should: formalize at least 15 businesses per city; connect at least 20 newly formalized businesses with U.S. suppliers or service providers; increase municipal tax revenue; and create a peer support network of formalized entrepreneurs.

By bringing businesses into the formal economy, the program will expand the customer base for U.S. products and services, create reliable supply chain partners for American companies, strengthen rule of law and economic governance, reduce unfair competition, and generate economic growth benefiting both Bolivian communities and U.S. commercial interests.

B. ELIGIBILITY

1. Eligible Applicants

The following organizations are eligible to apply:

- Not-for-profit organizations, including think tanks and civil society/non-governmental organizations
- Public and private educational institutions
- Public International Organizations
- Governmental institutions

For-profit entities, even those that may fall into the categories listed above, are **not** eligible to apply for this NOFO. Organizations may sub-contract with other entities, but only one non-profit, non-governmental entity can be the prime recipient of the award. When sub-contracting with other entities, the responsibilities of each entity must be clearly defined in the proposal. For more information on the difference between sub-contract and sub-recipient, please refer to 2 CFR 200.331.

2. Cost Sharing or Matching

Cost sharing or matching is encouraged but not required for this funding opportunity.

3. Other Eligibility Requirements

All organizations must have a Unique Entity Identifier (UEI) issued via SAM.gov as well as a valid registration in SAM.gov. Please see Section E.3 for more information.

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

4. *This opportunity will not support:*

- Projects relating to partisan political activity;
- Charitable or development activities; including direct social services such as medical, psychological, and/or humanitarian support
- Construction projects;
- Projects that support specific religious activities;
- Fund-raising campaigns;
- Lobbying for specific legislation or programs
- Scientific research or surveys;
- Commercial projects;
- Projects intended primarily for the growth or institutional development of the organization;
- Projects that duplicate existing projects; or
- Illegal activities

C. PROGRAM DESCRIPTION

1. Goals and Objectives

Project Background, Goals, and Objectives

Bolivia has one of the largest informal economies in Latin America, with a significant portion of entrepreneurial activity occurring outside formal business structures. Many entrepreneurs operate small-scale businesses in sectors like retail, food services, construction, and personal services without formal registration, limiting their access to credit, legal protections, and growth opportunities. These informal businesses also face barriers to adopting modern business practices and technologies, including U.S.-based financial management tools and digital solutions that could enhance their competitiveness.

By bringing businesses into the formal economy, ScaleUp Bolivia will expand the customer base for U.S. products and services, create more reliable supply chain partners for American companies, and open new markets for American technology providers and suppliers. The program will strengthen the rule of law and economic governance, reduce unfair competition in the marketplace, increase municipal tax revenues that support local development, and generate economic growth that benefits both Bolivian communities and U.S. commercial interests. Additionally, formalized businesses become better positioned to engage in international trade and adopt U.S. business standards, creating a foundation for sustained bilateral economic partnership.

Project Audience(s): *Primary beneficiaries should include:*

- Informal entrepreneurs currently operating outside the formal economy who are ready to legitimize their businesses.
- Micro and small business owners in sectors such as retail, food services, construction, and personal services lack knowledge of formalization processes.

- Entrepreneurs who face additional barriers to entering the formal market due to limited access to information, capital, and networks.

Project Goal:

The project goal is to transition 100 informal Bolivian businesses into the formal economy within 12 months by providing world-class entrepreneurship education, formalization guidance, and U.S. business partnerships, thereby expanding markets for American products and services while strengthening Bolivia's economic governance and creating sustainable commercial ties between Bolivian entrepreneurs and U.S. companies.

Objective 1: Business Formalization and Education

Enroll 100 informal Bolivian entrepreneurs in world-class business education through the Najafi 100 Million Learners Global Initiative and formalize at least 40 businesses within 12 months through guided support on registration, tax compliance, permits, and financial management using U.S.-based tools.

Objective 2: U.S. Commercial Partnerships

Establish commercial relationships between at least 20 newly formalized Bolivian businesses and U.S. suppliers or technology providers within 12 months, generating purchases of American products and services and expanding markets for U.S. companies.

Objective 3: Institutional Collaboration and Economic Impact

Partner with Bolivia's tax authority, municipal governments, chambers of commerce, and U.S. fintech companies to streamline formalization, increase municipal tax revenue, create 150+ formal jobs, and establish a peer network of 50+ entrepreneurs for sustained growth and U.S. business engagement.

Expected Outcome:

The program should achieve the following outcomes within 12 months: formalize at least 15 businesses per city; connect at least 20 newly formalized businesses with U.S. suppliers or service providers; increase tax revenue for Bolivian municipalities; and create a peer support network of formalized entrepreneurs.

2. Substantial Involvement

This award is expected to be a cooperative agreement because the U.S. Embassy in La Paz anticipates substantial involvement in program implementation.

U.S. Embassy Roles and Responsibilities

The U.S. Embassy may:

- Review and approve the final participant recruitment and selection approach.
- Review and approve key program themes, speakers, and technical framing.
- Provide input on U.S. foreign policy messaging and public diplomacy objectives.
- Review branding, visibility, and outreach materials.
- Coordinate Embassy participation in selected program events.
- Monitor implementation and performance throughout the award period.

Recipient Roles and Responsibilities

The recipient will:

- Design and implement all program activities in accordance with the approved proposal and budget.
- Manage logistics, participant outreach, and event coordination.
- Identify and coordinate qualified trainers, speakers, and partners.
- Ensure program content is technically sound and aligned with the objectives of this NOFO.
- Track participant engagement and program performance.
- Submit all required financial and programmatic reports.

D. APPLICATION CONTENTS AND FORMAT

Please follow all instructions below carefully. Proposals that do not meet the requirements of this announcement or fail to comply with the stated requirements will be ineligible.

Content of Application

Please ensure:

- The proposal clearly addresses the goals and objectives of this funding opportunity
- All documents are in English
- All budgets are in U.S. dollars
- All applicant authorized signatures are provided where indicated on the various required forms

The following documents are **required**:

1. Mandatory application forms

- SF-424 (Application for Federal Assistance – organizations) at grants.gov or Embassy website.
- SF-424A (Budget Information for Non-Construction programs) at grants.gov or Embassy website.
- SF-424B (Assurances for Non-Construction programs) at grants.gov or Embassy website. (note: the SF-424B is only required for individuals, organizations exempt from registration, and for organizations not required to fully register in SAM.gov)

All documents should be downloaded to your computer before editing to ensure changes are saved correctly.

2. Proposal (10 pages maximum)

Applicants must submit a complete narrative proposal in a format of their choice, or they may use the attached proposal template if they like (Attachment 1). The proposal should contain sufficient information that anyone not familiar with it would understand exactly what the applicant wants to do. The proposal must include all the items below:

- **Proposal Summary:** Short narrative that outlines the proposed project, including project objectives and anticipated impact.
- **Introduction to the Organization applying:** A description of past and present operations, showing ability to carry out the program, including information on all previous grants from the State Department and/or U.S. government agencies as well as experience with and expertise in areas related to those described in the NOFO. Applicants are encouraged, but not required, to use the attached Applicant Organization Information Survey form to provide this information (Attachment 2). If the applicant chooses not to use the attached form, all of the requested information from the form will still need to be addressed in the application package.
- **Problem Statement:** Clear, concise and well-supported statement of the problem to be addressed and why the proposed program is needed.
- **Program Methods, Design, Activities, and Deliverables:** The “goals” describe what the program is intended to achieve. The “objectives” refer to the intermediate accomplishments on the way to the goals. These should be achievable and measurable. Describe the program activities and how they will help achieve the objectives.

Proposals must incorporate the Najafi 100 Million Learners Global Initiative into the curriculum. This large-scale education program, led by the Thunderbird School of Global Management at Arizona State University (ASU), provides free, high-quality online training to learners worldwide. Proposals should offer participants step-by-step guidance on business registration, tax compliance, labor law requirements, and obtaining necessary permits and licenses; training on financial management and bookkeeping using U.S.-based accounting software; support for accessing formal credit and banking services; and assistance in building relationships with U.S. suppliers and technology providers. Applicants should clearly describe participant recruitment and selection, including geographic reach, professional profiles, and expected cohort size.

Additionally, the program should reach not only main cities, but also rural areas. Applicants must propose and justify the number of cities to be served based on their implementation plan, organizational capacity, and available resources.

- **Proposed Project Schedule and Timeline:** The proposed timeline for the program activities. Include the dates, times, and locations of planned activities and events.

- **Key Personnel:** Names, titles, roles and experience/qualifications of key personnel involved in the program. What proportion of their time will be used in support of this program?
- **Project Partners:** List the names and type of involvement of key partner organizations and sub-awardees. Proposals must include partnerships with Bolivia's tax authority (Impuestos Nacionales), municipal governments, local chambers of commerce, AMCHAM, and U.S. financial technology companies to streamline the formalization process and provide ongoing support.
- **Future Funding or Sustainability:** Applicants' plan for continuing the program beyond the grant period, or the availability of other resources, if applicable.
- **Monitoring and Evaluation Plan:** Proposals must include a Monitoring and Evaluation (M&E) Performance Monitoring Plan (PMP) that explains how the applicant plans to track project performance and measure progress toward the project's goals and objectives. The PMP should include "If-then" statements to illustrate how the project activities will lead to the intended results, along with a short datasheet outlining proposed project activities and the indicators that will be used to measure success. The key components are as follows:

Required Indicator

At minimum, applicants must include an indicator measuring the following result:

- Percentage of participants demonstrating increased understanding of U.S. regulatory best practices and the risks of opaque, closed-loop investment models.
- Applicants should also include pre- and post-program measurement tools, such as:
 - Pre- and post-workshop surveys.
 - Knowledge assessments.
 - Participant self-assessments.
 - Follow-up surveys or interviews, where appropriate.

3. Budget Justification Narrative

- **Detailed Budget** – Applicants must submit a detailed line-item budget. Applicants are encouraged to utilize the template provided with the funding opportunity but are not required to do so (Attachment 3). Line-item expenditures should be listed in the greatest possible detail. The budget must identify the total amount of funding requested, with a breakdown of amounts to be spent in the following budget categories: personnel; fringe benefits; travel, equipment; supplies; consultants/contracts; other direct costs; and indirect costs. See Annex Section I for a description of the types of costs that should be included in each category. Personnel salaries should include the level of effort and the rate of pay, which should cover the percentage of time each staff member will dedicate to grant-based activities. If an organization is charging an indirect cost rate without a NICRA, it must apply it to the modified total budget costs (MTDC), refer to 2CFR§200.1. Budgets shall be submitted in U.S. dollars and final grant agreements will be conducted in U.S. dollars.

- **Budget Justification Narrative** – Applicants must submit a budget justification narrative to accompany the detailed line-item budget. The purpose of the budget justification narrative is to supplement the information provided in the detailed budget spreadsheet by justifying how the budget cost elements are necessary to implement project objectives and accomplish the project goals. The budget justification narrative is a tool to help Embassy staff fully understand the budgetary needs of the applicant and is an opportunity to provide descriptive information about the requested costs beyond the constraints of the budget template. Together, the detailed budget spreadsheet, the budget justification narrative, and the SF-424A should provide a complete financial and qualitative description that supports the proposed project plan and should be directly relatable to the specific project components described in the applicant’s proposal.

Additional Budget Notes:

- **Audit Requirements:** Please note the audit requirements for Department of State awards in the Standard Terms and Conditions <https://www.state.gov/m/a/ope/index.htm> and 2CFR200, Subpart F – Audit Requirements. The cost of the required audits may be
- charged either as an allowable direct cost to the award OR included in the organization’s established indirect costs in the award’s detailed budget.
- **• Visa Fees:** Include all visa application and related fees in your budget as applicable. Please note DS-2019s for post-funded programs must be submitted directly by the award recipient. If you anticipate your program will include the DS-2019 visa processing, your organization must be a registered Designated Sponsoring Organization. For more information go to: <https://j1visa.state.gov/sponsors/become-a-sponsor/>

4. *Attachments*

- **Key Personnel Resumes:** A résumé, not to exceed one page in length, must be included for the proposed key staff persons, such as the Project Director and Finance Officer, as well as any speakers or trainers (if applicable). If an individual for this type of position has not been identified, the applicant may submit a 1-page position description, identifying the qualifications and skills required for that position, in lieu of a résumé.
- **Letters of support from program partners:** Letters of support should be included for sub-recipients or other partners. The letters must identify the type of relationship to be entered into (formal or informal), the roles and responsibilities of each partner in relation to the proposed project activities, and the expected result of the partnership. The individual letters cannot exceed 1 page in length.

● **Indirect Costs:** If your organization has a Negotiated Indirect Cost Rate Agreement (NICRA) and includes NICRA charges in the budget, your latest NICRA should be included in the application submission.

● **Proof of Non-profit Status:** Documentation to demonstrate the applicant's non-profit status (e.g., U.S.-based organizations should submit a copy of their 501(c)(3) Internal Revenue Service determination letter, and non-U.S. organizations should provide evidence of non-profit status issued by a government entity).

● **Proof of Registration:** A copy of the organization's registration should be provided with the proposal application. U.S.-based organizations should submit a copy of their IRS determination letter. Bolivia-based organizations should submit a copy of their certificate of registration from the appropriate government organization.

Other items NOT required/requested with the application submission, but which may be requested if your application is approved to move forward in the review process include:

- a. Copies of an organization or program audit within the last two (2) years
- b. Copies of relevant human resources, financial, or procurement policies
- c. Copies of other relevant organizational policies or documentation that would help the Department determine your organization's capacity to manage a federal grant award overseas
- d. Documentation that demonstrates the recipients' plan and/or policy to safeguard PII of participants and beneficiaries. It is the responsibility of the recipient to ensure protection of personally identifiable information (PII) and safeguard PII when collecting, maintaining, using and disseminating such information
- e. Information to determine what financial controls and standard operating procedures an organization uses to procure goods and services, hire staff and track time and attendance, pay for grant-related travel, and identify other financial transactions that may be necessary to undertake the project activities
- f. The Embassy reserves the right to request any additional programmatic and/or financial information regarding the proposal.

E. SUBMISSION REQUIREMENTS AND DEADLINES

1. Address to Request Application Package

Application forms required above are available at: embassy website, grants.gov, MyGrants, etc.

2. Department of State Contacts

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

LaPazGrants@state.gov cc'd pradoj@state.gov

3. Unique entity identifier and System for Award Management (SAM.gov)

Required Registration: All organizations, whether based in the United States or in another country, must have a Unique Entity Identifier (UEI) and an active registration in SAM.gov. A UEI is one of the data elements mandated by Public Law 109-282, the Federal Funding Accountability and Transparency Act (FFATA), for all Federal awards.

An applicant must maintain an active registration while it has a proposal under review by the Department and must continue to keep the registration active for the entire duration of the period of performance of any Federal award that results from this NOFO.

The 2 CFR 200 requires subrecipients to obtain a UEI. Please note the UEI for subrecipients is not required at the time of application but will be required before an award is processed and/or directed to a subrecipient.

Note: The process of obtaining or renewing a SAM.gov registration may take anywhere from 4-8 weeks. Please begin your registration as early as possible.

- Organizations **based in the United States** or that pay employees within the United States will need an Employer Identification Number (EIN) from the Internal Revenue Service (IRS) and a UEI prior to registering in SAM.gov.
- Organizations **based outside of the United States** and that do not pay employees within the United States do not need an EIN from the IRS but do need a UEI prior to registering in SAM.gov.
- **Organizations based outside of the United States that do not intend to apply for U.S. Department of War (DoW) awards are no longer required to have a NATO Commercial and Government Entity (NCAGE) code to apply for non-DoW foreign assistance funding opportunities.** If an applicant organization is mid-registration and wishes to remove an NCAGE code from their SAM.gov registration, the applicant should submit a help desk ticket (“incident”) with the Federal Service Desk (FSD) online at www.fsd.gov using the following language: “I do not intend to seek financial assistance from the Department of War. I do not wish to obtain an NCAGE code. I understand that I will need to submit my registration after this incident is resolved in order to have my registration activated.”

Organizations based outside of the United States and that DO NOT plan to do business with the DoW should follow the below instructions:

- Step 1: Proceed to SAM.gov to obtain a UEI and complete the SAM.gov registration process. SAM.gov registration must be renewed annually.

Exemptions

An exemption from the UEI and sam.gov registration requirements may be permitted on a case-by-case basis. See 2 CFR 25.110 for a full list of exemptions.

Organizations requesting exemption from UEI or SAM.gov requirements must email the point of contact listed in the NOFO at least two weeks prior to the deadline in the NOFO providing a justification of their request. Approval for a SAM.gov exemption must come from the warranted Grants Officer before the application can be deemed eligible for review.

Please note: Any applicant with an exclusion 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.”

4. Submission Dates and Times

Submission Deadline: All applications must be received by July 15, 2026 at 23:59 hrs. This deadline is firm and is not a rolling deadline. If organizations fail to meet the deadline noted above their application will be considered ineligible and will not be considered for funding.

Submission Method A: Submitting all application materials directly to the following email address: LaPazGrants@state.gov Applicants may submit all materials directly via e-mail to: lapazgrants@state.gov cc'd pradoj@state.gov Applicants **must** include the Funding Opportunity Title and Funding Opportunity Number in the subject line of the email.

5. Funding Restrictions

- i. Funding Restrictions for the United Nations Relief and Works Agency (UNRWA): None of the funds awarded resulting from this Notice of Funding Opportunity may be made available for subawards, direct financial support, or otherwise used to provide any payment or transfer to United Nations Relief and Works Agency (UNRWA).
- ii. Prohibition on Funding Activities that Encourage Mass-Migration Caravans towards the United States Southwest Border: None of the funds awarded under this grant may be made available to encourage, mobilize, publicize, or manage mass-migration caravans towards the United States southwest border. Funds may not be made available for legal counseling on the United States asylum process; and/or for referrals to legal representation in the United States.

Funds may only be used for cash cards for use in the country in which they are provided or to facilitate assisted voluntary returns and other purposes that do not encourage, mobilize, publicize, or manage mass migration caravans towards the United States southwest border. The provision of humanitarian assistance is permitted.

- iii. Certification of Trafficking in Persons Compliance and Compliance Plan: Applicants are advised that they will be required to certify the following at the time of award for awards where the estimated value of services to be performed outside the United States exceeds \$500,000:

- a. To the best of the Recipient’s knowledge, neither the Recipient, nor any subrecipient, contractor, or subcontractor of the Recipient or any agent of the recipient or of such a subrecipient, contractor, or subcontractor, is engaged in any of the activities described in 2 CFR 175.105(a);
 - b. The recipient has implemented a Trafficking in Persons compliance plan to prevent activities described in 2 CFR 175(a) and is compliant with this plan; and the compliance plan must follow the minimum requirements described in 2 CFR 175(b)(5).
 - c. That the Recipient has and will implement procedures to prevent activities described in 2 CFR 175.105(a) and to monitor, detect, and terminate any subrecipient, contractor, subcontractor, or employee of the recipient engaging in these activities.
- i. Recipients do not need to submit a copy of the plan. However, they must provide it to the Grants Officer upon request, and as appropriate, must post the useful and relevant contents of the plan or related materials on their website and at the workplace. Recipients must re-certify on an annual basis for the entire award period of performance.
- iv. Prohibition on Unmanned Aircraft Systems Manufactured or Assembled by American Security Drone Act-Covered Foreign Entities

(a) *Definitions.*

- i. *American Security Drone Act-covered foreign entity* means an entity included on a list developed and maintained by the Federal Acquisition Security Council (FASC) and published in the System for Award Management (SAM) at <https://www.sam.gov>
- ii. *FASC-prohibited unmanned aircraft system* means an unmanned aircraft system manufactured or assembled by an American Security Drone Act-covered foreign entity.
- iii. *Unmanned aircraft* means an aircraft that is operated without the possibility of direct human intervention from within or on the aircraft .
- iv. *Unmanned aircraft system* means an unmanned aircraft and associated elements (including communication links and the components that control the unmanned aircraft) that are required for the operator to operate safely and efficiently in the national airspace system.

(b) *Prohibition.* Recipients of funding under this Notice of Funding Opportunity (including subawards and subcontracts issued by the recipient) will be prohibited from:

- i. delivering any FASC-prohibited unmanned aircraft system, which includes unmanned aircraft (i.e., drones) and associated elements;

- ii. Operating a FASC-prohibited unmanned aircraft system in the performance of the award; and
- iii. Using Federal funds for the purchase or operation of a FASC-prohibited unmanned aircraft system .

c) *Exemptions, exceptions, and waivers.* The prohibitions described above will not apply if the agency determines that an exemption, exception, or waiver applies and the award indicates that such a determination has been made. [See sections 1823 through 1825 and 1832 of Public Law 118-31 (41 U.S.C. 3901 note prec.) for statutory requirements pertaining to exemptions, exceptions, and waivers.].

6. Other Submission Requirements: Copyrights and Proprietary Information

If any of the information contained in your application is proprietary, please note in the footer of the appropriate pages that the information is Confidential – Proprietary. Applicants should also note what parts of the application, program, concept, etc. are covered by copyright(s), trademark(s), or any other intellectual property rights and provide copies of the relevant documentation to support these copyrights.

Applicants must acquire all required registrations and rights in the United States and Bolivia. All intellectual property considerations and rights must be fully met in the United States and Bolivia.

Any sub-recipient organization must also meet all the U.S. and Bolivia requirements described above.

F. APPLICATION REVIEW INFORMATION

1. Review Criteria

Criteria: Each application submitted under this announcement will be evaluated and rated on the basis of the criteria enumerated below. The criteria are designed to assess the quality of the proposed project, and to determine the likelihood of its success.

● **Quality and Feasibility of the Program Idea** – 30 points: The program idea should be innovative and well developed, with sufficient detail about how project activities will be carried out. The proposals should demonstrate originality and outline clear, achievable objectives that align directly with the priorities and requirements of the NOFO. The proposal includes a reasonable implementation timeline, and the project scope is appropriate and clearly defined. Finally, the proposal aligns with the following:

- o The project clearly demonstrates a direct contribution to current U.S. foreign policy priorities.
- o The project will positively impact America’s reputation among foreign government partners.
- o The project will positively impact American’s reputation among foreign publics.

o The proposal does not include any activities contrary to the following Executive Orders: ▪ Executive Order 14173: "Ending Illegal Discrimination and Restoring Merit-Based Opportunity ▪ Executive Order 14287: "Protecting American Communities from Criminal Aliens" ▪ Executive Order 14168: Defending Women from Gender Ideology Extremism and Restoring Biological Truth to the Federal Government

● **Organizational Capacity and Record on Previous Grants** – 25 points:

o The project proposal demonstrates that the organization has sufficient expertise, skills, and human resources to implement the project, including internal controls in place to manage federal funds. If sub-awards are proposed, applicant demonstrates experience managing subawards.

o The organization demonstrates that it has a clear understanding of the underlying issue that the project will address.

o The organization demonstrates capacity for successful planning and responsible fiscal management. This includes a financial management system, a bank account, and if applicable, satisfactory audit findings.

o Applicants who have received grant funds previously have been compliant with applicable rules and regulations, including the Award Provisions and Standard Terms and Conditions.

o Where partners are described, the applicant details each partner's respective role and provides curriculum vitae (CVs) for persons responsible for the project and financial administration. Proposed personnel, institutional resources, and partners are adequate and appropriate.

● **Project Planning/Ability to Achieve Objectives** – 20 points: The project plan is well developed, with sufficient detail about how activities will be carried out. The proposal specifies target audiences, participant recruitment, and geographic areas of implementation. The proposal outlines clear, achievable objectives. The proposal includes a reasonable implementation timeline. The project scope is appropriate and clearly defined.

● **Budget** – 10 points: The budget and narrative justification are sufficiently detailed. The budget demonstrates that the organization has devoted time to accurately determine expenses associated with the project instead of providing rough estimates. Costs are reasonable in relation to the proposed activities and anticipated results. The results and proposed outcomes justify the total cost of the project. Budget items are reasonable, allowable, and allocable.

● **Monitoring and Evaluation** - 10 points: The project proposal includes an M&E plan. The applicant demonstrates it is able to measure program success against key indicators and provides milestones to indicate progress toward goals and objectives outlined in the proposal. The proposal includes output and outcome indicators and shows how and when those will be measured. Funded projects will have their plans finalized during the negotiation phase, and monitoring plans may be subject to periodic updates throughout the life of the project.

- **Sustainability** – 5 points: The project proposal describes clearly the approach that will be used to ensure maximum sustainability or advancement of project goals after the end of project activity.

2. Indirect Costs

If two or more applications receive equivalent scores based on the evaluation criteria outlined in this NOFO, preference will be given to the applicant with the lower indirect cost rate, as consistent with Executive Order 14332, Section 4(b)(iii). This preference will only be applied as a tie-breaking mechanism and does not supersede the primary evaluation criteria.

3. Review and Selection Process

- a) Acknowledgement of receipt. Applicants will receive acknowledgment of receipt of their proposal.
- b) Review. All submissions are screened for technical eligibility. If a submission is missing any required forms/documents listed above in Section D. Application Contents and Format, it will be considered ineligible and will not be reviewed by the grants review committee. A technical review panel will review eligible proposals based upon the criteria noted in this NOFO.
- c) Follow up notification. Applicants will generally be notified within 120 days after the NOFO deadline regarding the results of the review panel.

4. Risk Review

i. Risk factors

Under the merit review as required by 2 CFR 200.206, prior to making a Federal Award the Department will review and consider the following risk factors:

- a. Financial stability
- b. Management systems and standards
- c. History of performance
- d. Audit reports and findings
- e. Ability to effectively implement requirements

ii. High Risk Designation

Awardees that are deemed to be high risk based on the above risk factors will be held to special award conditions. At a minimum, the recipient and/or project designated as High Risk will be required to submit monthly narrative reports and/or quarterly detailed financial reports. Recipients may also be required, upon request of the Grants Officer or Grants Officer Representative, to provide electronic copies of receipts or other supporting documentation (e.g., timesheets, travel documents) for costs incurred. The Grants Officer may withhold 10% of the award amount until final reports have been reviewed and approved by the GO. The recipient may be required to pay all salaries supported by the grant via electronic funds transfer. Other special award conditions may also be included if deemed appropriate by the Grants Officer.

iii. Risk Analysis Management

To qualify for final consideration, certain applicants may be required to undertake the Risk Analysis Management (RAM) vetting process by providing Risk Analysis Information (RAI) about their “key individuals” (i.e., individuals with the ability to control applicant organizations’ funds), including “key individuals” from selected sub-recipients. Please note: these individuals could be different from the key personnel listed in the section 4 of required documents. The purpose of vetting potential contractors and grantees is to reduce the risk that federal assistance funding is provided to terrorists or their supporters. Potential grantees will be notified separately if RAI is required. Applicants submit key individuals’ RAI by completing the Risk Analysis Information Form, DS-4184, through the secure web portal at <https://ramportal.state.gov>. The DS-4184 requests the following RAI for each key individual: Full Name; Aliases; Gender; Birth Place; Birthdate; Home/Work Addresses; Phone Numbers; Employer; Professional Title; Email Addresses; Skype ID (if included, email address is also required); Numbers from All Official IDs (e.g., passports, ID cards, etc.); Nationalities; and Social Security Number (if U.S. person). Questions about the DS-4184 form may be emailed to RAM@state.gov. Failure to submit information when requested, or failure to pass vetting, may be grounds for rejecting your proposal.

G. AWARD NOTICES

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

Payment Method:

Recipients will be required to request payments by completing form SF-270—Request for Advance or Reimbursement and submitting the form to the Grants Officer and Grants Officer Representative.

Recipients may not draw down funds without the affirmative authorization of the Department of State. In addition, recipients must submit, with each SF-270 payment request, a detailed explanation justifying the request.

H. POST-AWARD REQUIREMENTS AND ADMINISTRATION

1. *Administrative and National Policy Requirements*

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:

In accordance with the Office of Management and Budget's guidance located at 2 CFR part 200, all applicable Federal laws, and relevant Executive guidance, the Department of State will review and consider applications for funding, as applicable to specific programs, pursuant to this notice of funding opportunity in accordance with the following:

- Guidance for Grants and Agreements in Title 2 of the Code of Federal Regulations (2 CFR), as updated in the Federal Register's 89 FR 30046 on April 22, 2024, particularly on:
 - Selecting recipients most likely to be successful in delivering results based on the program objectives through an impartial process of evaluating Federal award applications (2 CFR part 200.205),
 - Promoting the freedom of speech and religious liberty in alignment with *Promoting Free Speech and Religious Liberty* (E.O. 13798) and *Improving Free Inquiry, Transparency, and Accountability at Colleges and Universities* (E.O. 13864) (§§ 200.300, 200.303, 200.339, and 200.341),
 - Providing a preference, to the extent permitted by law, to maximize use of goods, products, and materials produced in the United States (2 CFR part 200.322), and
 - Terminating agreements pursuant to the U.S. Department of State Standard Terms and Conditions, including, to the greatest extent authorized by law, if an award no longer effectuates the program goals or agency priorities (2 CFR part 200.340). For the avoidance of doubt, the Department has sole discretion over the determination that an award no longer effectuates program goals or agency priorities, and this provision permits awards to be terminated at the Department's convenience, including when it determines that the award no longer advances the national interest.

- 2 CFR 25 - UNIVERSAL IDENTIFIER AND SYSTEM FOR AWARD MANAGEMENT

- 2 CFR 170 - REPORTING SUBAWARD AND EXECUTIVE COMPENSATION INFORMATION

- 2 CFR 175 - AWARD TERM FOR TRAFFICKING IN PERSONS

- 2 CFR 182 - GOVERNMENTWIDE REQUIREMENTS FOR DRUG-FREE WORKPLACE (FINANCIAL ASSISTANCE)

- 2 CFR 183 - NEVER CONTRACT WITH THE ENEMY

- 2 CFR 600 – DEPARTMENT OF STATE REQUIREMENTS
- U.S. DEPARTMENT OF STATE STANDARD TERMS AND CONDITIONS
- Recipients must comply with all applicable Executive Orders A searchable list can be found in the Federal Register: <https://www.federalregister.gov/>

2. *Reporting*

Reporting Requirements: Recipients will be required to submit financial reports and program reports. The award document will specify what reports are required and how often these reports must be submitted. **Note:** most recipients will be required to submit quarterly program progress and financial reports throughout the project period. The quarterly progress report must include updated M&E data for that quarter. Progress and financial reports are due 30 days after the reporting period. Final certified programmatic and financial reports are due 120 days after the close of the project period.

All reports are to be submitted electronically.

The Awardee must also provide the Embassy on an annual basis an inventory of all the U.S. government provided equipment using the SF428 form.

Foreign Assistance Data Review: As required by Congress, the Department of State must make progress in its efforts to improve tracking and reporting of foreign assistance data through the Foreign Assistance Data Review (FADR). The FADR requires tracking of foreign assistance activity data from budgeting, planning, and allocation through obligation and disbursement. Successful applicants will be required to report and draw down federal funding based on the appropriate FADR Data Elements, indicated within their award documentation. In cases of more than one FADR Data Element, typically program or sector and/or regions or country, the successful applicant will be required to maintain separate accounting records.

3. **Branding and Marking**

The Department of State, its programs, and U.S. Government funding and assistance should be easily identifiable to the Department's global audiences.

Recipients of federal assistance awards must follow the branding guidance published at [Guidance for Contracts and Grants - U.S. Department of State Brand System](#). Branding policy exceptions are outlined in the U.S. Department of State Foreign Affairs Manual [10 FAM 416, Policy Exceptions](#). For more information, visit: <https://brand.america.gov/>

In addition to the Department of State branding guidance referenced above, recipients of new Public Diplomacy awards promoting Freedom 250 activities will also be required to incorporate the Freedom 250 logos in all program materials, activities, and communications.

The recipient will be expected to follow all existing marking and branding requirements in accordance with Department branding guidance. The Freedom 250 logos would be used in addition to, not in place of, these requirements.

I. OTHER INFORMATION

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 program, and the percentage of their time that will be spent on the program.

Travel: Estimate the costs of travel and per diem for this program, for program staff, consultants or speakers, and participants/beneficiaries. If the program 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 program, which has a useful life of more than one year (or a life longer than the duration of the program), and costs at least \$10,000 per unit.

Supplies: List and describe all the items and materials, including any computer devices, that are needed for the program. If an item costs more than \$10,000 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 program activities.

Other Direct Costs: Describe other costs directly associated with the program, 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 program 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 15% of Modified Total Direct Costs as defined in 2 CFR 200.1.

“Cost Sharing” refers to contributions from the organization or other entities other than the U.S. Embassy. It also includes in-kind contributions such as volunteers’ time and donated venues.

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

STEP Enrollment

U.S. citizens who travel to Bolivia are encouraged to enroll in the Department of State's Smart Traveler Enrollment Program (STEP) available at: <https://step.state.gov/step/>. Enrollment enables citizens to receive security-related messages from the Embassy and makes it easier for us to locate you in an emergency. The Embassy also recommends that all travelers review the State Department's travel website at travel.state.gov for the Travel Warnings, Travel Alerts, and Bolivia Specific Information.