Notice of Funding Opportunity (NOFO)

Advancing Labor Rights in the Garment Industry

Bureau of Democracy, Human Rights, and Labor - Department of State

Opportunity number: DFOP0019477

Application deadline: August 27, 2026 11:59 PM ET

Contents

U.S Department of State
Bureau of Democracy, Human Rights, and Labor
Notice of Funding Opportunity

A. Basic Information

1. Overview

Funding Opportunity Title	Advancing Labor Rights in the Garment Industry
Funding Opportunity Number	DFOP0019477
Announcement Type	Initial Announcement
Deadline for Applications	August 27, 2026 11:59 PM ET
Assistance Listing Number	19.345
Length of performance period	24 months
Number of awards anticipated	One award
Award amounts	$986,500
Total available funding	$986,500
Type of Funding	FY25 Democracy Fund
Anticipated project start date	September 30, 2026

Funding Instrument Type: Grant

Project Performance Period: Proposed projects should be completed in 24 months or less.

This notice is subject to availability of funding.

2. Executive Summary

Priority Region: Global - target countries are those with signed Agreements on Reciprocal Trade with the United States, excluding Bangladesh

Executive Summary

The program will strengthen labor rights protections consistent with labor rights commitments and support labor rights reforms in strategic partner countries with existing Agreements on Reciprocal Trade (ARTs). This program will support garment workers to help them better understand and exercise their labor rights, freely associate, and access timely, non-retaliatory remedies for workplace abuses across the garment supply chain. Activities may include supporting workers and worker organizations to organize and advocate for their rights, documenting labor rights violations, promoting accountability and remediation for workplace abuses, and engaging employers, civil society, and government stakeholders to improve compliance with labor standards and working conditions in the garment sector. By strengthening implementation of labor provisions in trade agreements and supporting labor rights reforms aligned with the Trump administration's trade and economic policy, this program will support a more level playing field for responsible businesses and reinforces U.S. economic and strategic interests in key manufacturing markets.

B. Eligibility

1. Eligible Applicants

The following organizations are eligible to apply:

- U.S.-based non-profit organizations/NGOs with or without 501(c)(3) status
- Private, public, or state institutions of higher education
- For-profit organizations or businesses
- Foreign-based non-profit organizations/nongovernment organizations (NGO)
- Public International Organizations

The Department of State does not allow for-profit or commercial organizations to make a profit from its assistance awards. Profit is defined as any amount more than allowable direct and indirect costs. The allowability of costs for commercial organizations is determined by the Federal Acquisition Regulation (FAR) at 48 CFR 30, Cost Accounting Standards Administration, and 48 CFR 31 Contract Cost Principles and Procedures.

2. Cost Sharing or Matching

Providing cost sharing, matching, or cost participation is not required for this NOFO and will not improve competitive ranking of an application. Any budget items proposed for cost share must be allowable per 2 CFR 200, Subpart E—Cost Principles.

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 D.3 for more information. Individuals are not required to have a UEI or be registered in SAM.gov.

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. Applicants may, however, apply as a subgrantee on another proposals if another organization applies as the prime implementer.

C. Program Description

1. Goals and Objectives

The garment sector is a critical driver of exports, employment, and economic growth and plays an important role in global supply chains linked to U.S. markets and commercial interests.

However, the sector continues to face significant labor rights challenges, including restrictions on freedom of association, anti-union retaliation, unsafe working conditions, and limited access to credible remediation and worker protections. Weak enforcement of labor protections, limited worker awareness of labor rights, management resistance to organizing, and fragmented oversight mechanisms leave workers vulnerable to exploitation, create supply chain risks for U.S. companies, and undermine the competitiveness of U.S. manufacturing.

Agreements on Reciprocal Trade (ARTs) between the United States and partner countries include labor rights-focused provisions intended to uphold internationally recognized labor standards and promote fair competition. However, these provisions are not yet fully leveraged by governments, worker organizations, or civil society to drive sustained improvements in factory conditions and accountability across the garment supply chain. Strengthening implementation of these commitments existing commitments, while supporting labor rights reforms that advance future trade and economic cooperation, supports a more level playing field for responsible businesses and reinforces U.S. economic and strategic interests in key manufacturing markets.

In the absence of strong labor rights protections and effective enforcement, malign foreign actors can expand influence through low-cost, low-standard production models that undercut responsible suppliers, weaken labor standards, and diminish the effectiveness of U.S. trade and economic engagement. These dynamics create unfair competitive pressures on American workers and businesses that seek to uphold transparent and market-oriented practices. Targeted assistance is therefore needed to operationalize existing labor-related trade commitments and support labor rights reforms that advance current and prospective U.S. trade and economic partnerships, strengthen worker protections and freedom of association, improve accountability and remediation mechanisms, and promote more transparent and competitive garment supply chains aligned with U.S. interests and values.

Program Goal: Workers in the garment sector of targeted country(ies) with ARTs are able to freely associate, understand and exercise their labor rights, and obtain timely, non-retaliatory remedies for workplace abuses, supported by labor rights commitments reflected in existing or prospective ARTs and other trade- and investment-related frameworks between the United States and the target countries.

Objective 1: Increase garment workers' awareness of labor rights, freedom of association, and available grievance and remediation mechanisms in target factories and communities.

Illustrative activities:

- Develop standard operating procedures to monitor labor violations for governments to implement across the garment sector and relevant supply chains
- Delivering training on negotiation, collective bargaining, dispute resolution, and campaign planning specific to the garment sector.
- Offering legal and technical assistance for union registration, branch expansion, or formation of genuine worker committees where unionization is legally or practically constrained

- Conducting safe organizing skills training, including risk assessment and mitigation for leaders facing threats or retaliation; and supporting workers to organize and better understand and exercise their labor rights across the garment supply chain

Objective 2: Improve access to effective, timely, and non-retaliatory remedies for labor rights violations in the garment sector

Illustrative activities:

- Developing SOPs, referral mechanisms, and other tools that enable workers to document and report employer violations and enable labor inspectorates to respond to labor violations, including providing health, legal, and other services.
- Supporting advocacy efforts aimed at improving working conditions and strengthening compliance with labor standards.
- Facilitating engagement among workers, civil society organizations, employers, and relevant government stakeholders to address labor rights concerns.

Objective 3: Leverage existing ARTs to incentivize sustained improvements for garment factory workers in their ability to exercise freedom of association and in their labor conditions.

Illustrative activities:

- Training worker organizations, civil society organizations, and/or labor inspectorates on labor provisions and complaint mechanisms existing or prospective Agreements on Reciprocal Trade and other relevant trade and investment frameworks.
- Conducting research and documentation related to labor rights violations as specified under ARTs and other related trade and investment frameworks and enforcement gaps.
- Convening or strengthening tripartite or multi-stakeholder platforms focused on garment-sector compliance with existing and emerging trade-related labor commitments.

Please note that "tripartite" engagement refers to collaboration among worker organizations, employers, and relevant government authorities. "Multi-stakeholder" engagement may additionally include civil society organizations, international brands and buyers, suppliers, industry associations, and other relevant actors.

Expected program outcomes may include: increased worker awareness of labor rights and grievance mechanisms; increased worker participation in labor organizing or representation structures; improved documentation and reporting of labor rights violations, including through worker-generated information and worker-voice mechanisms where appropriate; strengthened engagement among workers, civil society organizations, employers, and government stakeholders; and improved responsiveness to labor rights complaints and remediation efforts; and increased use of worker-generated information to inform remediation and compliance efforts.

Competitive proposals will include:
Proposals must focus on countries with ARTs and will be selected by the applicant based on the organization's capacity, regional expertise, and ability to perform activities in said countries. Applicants should justify their chose target countries and express a clear understanding of the operating environment.

Proposals will show meaningful engagement with civil society organizations, community leaders, and labor rights organizations. Applicants should describe how they will incorporate local knowledge and leadership into program design and implementation, and how they will build local capacity to continue the work after the program ends.

Applicants should propose clear performance indicators, targets, baseline data, and data collection methodologies appropriate to the local operating environment and aligned with program objectives.

Target beneficiaries and participants may include garment workers, labor unions, worker organizations, labor rights advocates, and civil society organizations operating in the garment sector of the targeted countries. Applicants should demonstrate experience working with labor rights stakeholders and worker populations vulnerable to labor rights abuses, exploitation, and retaliation worker populations in the target countries and sectors.

Applicants should budget for all program-related costs necessary to implement proposed activities, which may include travel and lodging for beneficiaries and participants attending trainings, workshops, exchanges, or convenings; venue and meeting costs; translation and interpretation; outreach and educational materials; legal or technical assistance; research and documentation activities; and monitoring and evaluation costs.

Proposed activities should comply with applicable U.S. Government regulations, policies, and award requirements, including restrictions related to allowable costs, participant support, and subawarding. Activities must be conducted in accordance with local law and should incorporate appropriate safeguards to mitigate risks to workers, labor organizers, and other participants who may face retaliation or security concerns related to labor rights advocacy.

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 pages are numbered
- All documents are formatted to fit 8 ½ x 11 paper, and
- All Microsoft Word documents are single-spaced, 12 point Times New Roman font, with a minimum of 1-inch margins.

The following documents are **required**:

1. ***Mandatory application forms***
   - SF-424 (Application for Federal Assistance – organizations) or SF-424-I (Application for Federal Assistance –individuals)
   - SF-424A (Budget Information for Non-Construction programs)
   - SF-424B (Assurances for Non-Construction programs)
     a. (note: the SF-424B is only required for individuals, organizations exempt from registration, and for organizations not required to fully register in SAM.gov)

2. ***Summary Page (optional)***

Cover sheet stating the applicant's name and organization, proposal date, program title, program period proposed start and end date, and brief purpose of the program.

3. ***Proposal (15 pages maximum)***

The proposal should contain sufficient information that anyone not familiar with it would understand exactly what the applicant wants to do. You may use your own proposal format, but it 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 or Individual 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.
- **Problem Statement:** Clear, concise and well-supported statement of the problem to be addressed and why the proposed program is needed
- **Project Goals and Objectives:** 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.
- **Project Activities**: Describe the program activities and how they will help achieve the objectives.
- **Project Methods and Design**: A description of how the program is expected to work to solve the stated problem and achieve the goal. Include a logic model as appropriate.
- **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:** Resumes are not required at this time. Instead, provide only the selection criteria your program will apply throughout the grant period of performance when filling key positions.
- **Project Partners:** List the names and type of involvement of key partner organizations and sub-awardees.

- **Project Monitoring and Evaluation Plan:** This is an important part of successful grants. Throughout the timeframe of the grant, how will the activities be monitored to ensure they are happening in a timely manner, and how will the program be evaluated to make sure it is meeting the goals of the grant?
- **Future Funding or Sustainability:** Applicant's plan for continuing the program beyond the grant period, or the availability of other resources, if applicable.

4. Budget Justification Narrative

After filling out the SF-424A Budget (above), use a separate file to describe each of the budget expenses in detail. See section *I. Other Information: Guidelines for Budget Submissions* below for further information.

5. *Attachments*

- A line-item budget, expanding upon the summary categories found in the SF-424A. Subgrantee budgets, if known at time of submission, should also be included as tabs (please see template attached to NOFO).
- Key personnel position descriptions. Resumes are not required at this time. Instead, provide only the selection criteria your program will apply throughout the grant period of performance when filling key positions.
- Letters of support from program partners describing the roles and responsibilities of each partner.
- If your organization has a Negotiated Indirect Cost Rate Agreement (NICRA) and includes NICRA charges in the budget, include your latest NICRA as a PDF file.
- Official permission letters, if required for program activities.
- Other documents a required listed below:

Successful applicant(s) may be required to submit the following documents prior to award. Please **do not** include any of these documents in your application.

Organizational Policies

- o Personnel Policy
- o Employee Handbook
- o Travel Polices
- o Procurement Polices
- o Sub-Award Manual
- o Sample Sub-Award Agreement (if applicable

Financial Management Policies/ SOP

- o Completion of the Financial Management Survey

E. Submission Requirements and Deadlines

1. Address to Request Application Package

Application forms required above are available at grants.gov and MyGrants.

2. Department of State Contacts

If you have any questions about the grant application process, please contact: DRL-PRU-Solicitation@state.gov.

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

Required Registrations

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 Defense (DoD) awards are no longer required to have a NATO Commercial and Government Entity (NCAGE) code to apply for non-DoD 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 Defense. 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 DoD 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.

Organizations based outside of the United States and that DO plan to do business with the DoD in addition to Department of State should follow the below instructions:

Step 1: Apply for an NCAGE code by following the instructions on the NSPA NATO website linked below:

> NCAGE Homepage:
> https://eportal.nspa.nato.int/AC135Public/sc/CageList.aspx
> NCAGE Code Request Tool (NCRT):
> NCAGE Code Request Tool (nato.int)

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.

4. ***Submission Dates and Times***

   Applications are due no later than August 27, 2026 11:59 PM ET.

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 Regarding Compliance with applicable Federal anti-discrimination laws

If the place of performance or delivery of any award made under this NOFO will be within the United States, applicants are advised that they will be required to certify the following at the time of award:

1) Its compliance in all respects with all applicable Federal anti-discrimination laws is material to the government's payment decisions for purposes of section 3729(b)(4) of title 31, United States Code and;

2) It does not operate any programs promoting Diversity, Equity, and Inclusion that violate any applicable Federal anti-discrimination laws. A program promoting Diversity, Equity, and Inclusion means a program whose purpose is to promote preferences based on race, color religion, sex, or national origins, such as in training or hiring.

iv. Certification Regarding Compliance with 20 U.S.C. 1011f and any other applicable foreign funding disclosure requirements

Applicants are advised that IHEs must certify the following at the time of award, and that this certification requirement must be included in any subaward agreements to IHEs:

1) Its compliance in all respects with section 1011f of title 20, United States Code, and any other applicable foreign funding disclosure requirements is material for purposes of section 3729 of title 31, United States Code, and for receipt of appropriate Federal grant funds.

v. 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 <u>for awards where the estimated value of services to be performed outside the United States exceeds $500,000:</u>

1) 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);

   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).

2) 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.

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.

i. Prohibition on Unmanned Aircraft Systems (UAS). If your project involves the purchase or use of an UAS, see this link for requirements and information you must include in your application.

vi. Promoting Human Flourishing in Foreign Assistance (PHFFA)

Applicants for foreign assistance awards should be aware of requirements in 2 CFR Part 602, 603, and 604.

These policies are referred to collectively as the Promoting Human Flourishing in Foreign Assistance (PHFFA) Policy.

602: The award term imposes certain abortion-related requirements on foreign nongovernmental organizations (NGOs), United States NGOs, public international organizations, foreign governments, and parastatals.

603: The award term imposes certain requirements relating to gender ideology on foreign nongovernmental organizations (NGOs), United States NGOs, international organizations, foreign governments, and parastatals.

604: The award term imposes certain requirements relating to discriminatory equity ideology on foreign nongovernmental organizations (NGOs), United States NGOs, international organizations, foreign governments, and parastatals.

The Department recognizes there are costs associated with these policies. Potential one-time and recurring costs the Department identifies for recipients and grantees are for familiarization with the policy, development and delivery of organizational training and implementation guidance, routine compliance monitoring, and recordkeeping and reporting requirements.

6. Other Submission Requirements

All application materials must be submitted by email to DRL-PRU-Solicitation@state.gov.

F. Application Review Information

1. Review Criteria

Each application will be evaluated and rated based on the evaluation criteria outlined below.

Quality and Feasibility of the Program Idea: The program idea is well developed, with detail about how program activities will be carried out. The proposal includes a reasonable implementation timeline. The proposal does not include any activities contrary to any standing Executive Orders. For a full list, see https://www.federalregister.gov/.

Organizational Capacity and Record on Previous Grants: The organization has expertise in its stated field and has the internal controls in place to manage federal funds. This includes a financial management system and a bank account. If sub-awards are proposed, applicant demonstrates experience managing subawards.

Program Planning/Ability to Achieve Objectives: Goals and objectives are clearly stated and program approach is likely to provide maximum impact in achieving the proposed results.

Budget: The budget justification is detailed. Costs are reasonable in relation to the proposed activities and anticipated results. The budget is realistic, accounting for all necessary expenses to achieve proposed activities.

Monitoring and evaluation plan: Applicant demonstrates it is able to measure program success against key indicators and provides milestones to indicate progress toward goals outlined in the proposal. The program includes output and outcome indicators and shows how and when those will be measured.

Sustainability: Program activities will continue to have positive impact after the end of the program.

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 review committee will evaluate all eligible applications.

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. Responsibility/Qualification Information in SAM.gov

The Federal awarding agency, prior to making a Federal award with a total amount of Federal share greater than the simplified acquisition threshold, is required to review and consider any information about the applicant that is in the U.S. government designated integrity and performance system accessible through SAM.gov (see 41 U.S.C. 2313)

An applicant can review and comment on any information in the responsibility/qualification records available in SAM.gov.

Before making decisions in the risk review required by 2 CFR 200.206, the Department will consider any comments by the applicant, along with information available in the responsibility/qualification records in SAM.gov.

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.

Unsuccessful applicants: Unsuccessful applicants will be notified via email.

Payment Method:

Payments under this award will be made through the U.S. Department of Health and Human Services (HHS) Payment Management System (PMS).

Recipients may not draw down funds without the affirmative authorization of the Department of State. In addition, recipients must submit, with each PMS 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.

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.

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.

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/

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.