U.S. DEPARTMENT OF STATE
NOTICE OF FUNDING OPPORTUNITY

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NOTICE OF FUNDING OPPORTUNITY (NOFO)
BUREAU OF AFRICAN AFFAIRS

Announcement Type:	New
Funding Title:	**Staff Mentorship to the Somali National Army (SNA) HQ and SNA-Danab**
Assistance Instrument Type:	Cooperative Agreement
Funding Opportunity Number:	SFOP0009525
Funding Type:	Discretionary
Assistance Listings Number:	19.979
Funding Amount:	$5,000,000 U.S. Dollars
Funding Authority:	Foreign Assistance Act of 1961 as amended
Source of Funding:	FY 2022 Peacekeeping Operations Funds
Funding Activity Category:	Security
Cost Sharing Requirement:	Not Required
Number of Awards:	One (1) award
Project Duration:	12 months
Key Dates:	1. Application must be submitted by **11:59 P.M**. Eastern Standard Time (EST) on **May 8, 2023** 2. Questions must be submitted by **11:59 P.M**. Eastern Standard Time (EST) on **April 27, 2023** 3. Notification of winning proposal recommended for funding expected by mid-June 2023.
Application Submission:	Application must be submitted through www.grants.gov

Electronic Requirement: Yes.

Eligibility Category: --Public International Organizations (PIOs).
-U.S.- based non-profit/non-governmental organizations having a 501 (c)(3) status with the IRS.

Pursuant to 2 CFR 200.400, it is a U.S. Department of State policy not to award profit under federal assistance instruments. For-profit and commercial firms are **not** eligible to apply in response to this NOFO. No exceptions.

Type of Applicant: Organizations only. Individuals are not eligible to apply.

Number of Applications: One (1) per applicant organization.

Executive Summary

The Bureau of African Affairs (AF) of the Department of State (DOS) announces this Notice of Funding Opportunity (NOFO) for Staff Mentorship of the Somali National Army (SNA) Headquarters and SNA-Danab.

Through its implementing partners, the United States has been providing mentorship and training support to the Somali National Army (SNA), primarily focused on Danab, since 2010. This project is intended to continue to build on those earlier activities, in order to enable Somali and African

Union partners to execute their required tasks more effectively, and work towards the stabilization of southern and central Somalia.

This project will build on previous support by expanding mentorship to different echelons and functions. The selected implementer will provide staff mentorship to the Somali National Army (SNA) and Danab Brigade staffs. While the SNA has developed its operational capabilities, higher level planning and staff work requires focus and attention. The selected implementer may also be requested to provide additional support enable to government institutions to advance security sector reform efforts and provide civilian oversight of the military.

Section A: Funding Opportunity Description

A1. Background

The United States has supported SNA-Danab logistically and operationally for over a decade. The SNA has come to rely heavily on the expertise of the SNA-Danab to lead and plan operations. At the same time, the African Union Training Mission in Somalia (ATMIS) has begun the process of transitioning its mission to the SNA. This program will continue operational support to SNA-Danab while also adding strategic capacity to the SNA HQ staff.

A2. Program Goals and Objectives

Program Goal

The goals of this project are: i) SNA and SNA-Danab units are capable of carrying out their mandated security tasks effectively in support of the approved Somali Transition Plan (STP), ii) SNA HQ can facilitate transition from ATMIS to Somali Security Forces (SSF) in the effort to stabilize Somalia, and iii) SNA HQ and SNA-Danab can plan operations to maintain pressure on al-Shabaab.

The objectives of this program are:

- Improved performance of SNA HQ and SNA-Danab
- Greater security responsibilities from ATMIS forces
- More professional and proficient in planning and operations

A3. Expected Results

Based on the goals and objectives of the program, expected results include, but are not limited to the following:

- Improved planning capability within the SNA and SNA-Danab staffs
- Improved coordination between SNA and SNA-Danab
- Improved security situation in Somalia

A4. Main Activities

Program Description

The project will take place entirely in Somalia. Mentor personnel will base themselves in the capital of Mogadishu, but be prepared to travel outside of the city as needed to support the SNA and SNA-Danab at other locations as named by the Grants Officer Representative (GOR).

Recipients will be required to operate under a number of restrictions.

Most notably, recognizing the dynamic nature of the environment, recipients will be required to put in place sufficient controls to ensure that their personnel working with the SNA and ATMIS do not directly engage in combat or direct combat operations under any circumstances. The purpose of this cooperative agreement is to enable and support SNA and ATMIS partner operations through the provision of training and mentorship, and *not* to provide direct combat support to either the SNA or ATMIS. Failing to place sufficient control over personnel to ensure that this restriction is adhered to will serve as justification for immediate termination of the cooperative agreement.

While in the mission area, recipients will be required to adhere to all security directives issued by the SNA and ATMIS, within applicable U.S. regulations and the confines of this cooperative agreement.

Personnel working with ATMIS will be prohibited from providing any direct support to operations directly mandated to the United Nations Support Office for Somalia (UNSOS), in accordance with the UN Participation Act, unless provided explicit direction to do so by the GOR.

Finally, recipients will be required to coordinate with the U.S. Department of State to ensure compliance with the human rights vetting requirements under the Leahy Law.

The Project shall consist of two tasks:

Task 1. Train and Mentor SNA HQ and SNA-Danab Brigade Staffs

The recipient will be required to design and implement a training course for staff officers at the SNA HQ and Brigade levels. Ideally, this training could be a part-time model that allowed staff members to attend training and also perform on-going work. The training course should teach basic staff processes such as:

- Operations Process
- Military Decision-Making Process
- Specialized planning for each staff function with emphasis on operations and logistics

In addition to training, the recipient will mentor staffs to provide support and advice as the SNA assumes more responsibility from ATMIS. Mentors will have appropriate military backgrounds to provide mentorship at each echelon. Potential mentors should demonstrate previous advising experience at Brigade and above echelons, advising experience during on-going operations, and knowledge of planning processes.

Task 2. Advise and Mentor Key Government Offices Engaged in Security Sector Reform Efforts and Civilian Oversight of the Military.

The recipient should also be prepared to advise and mentor Somali civilian authorities to advance security sector reform efforts and provide civilian oversight of the military. The recipient may be asked to support key government institutions such as the Ministry of Defense (MOD) and the offices of the President, Prime Minister (PM), and National Security Advisor (NSA). If authorized by the GOR and relevant government authorities, these advisors would support Somali efforts to advance the Somali Security Architecture, Somali Transition Plan, and other key transition tasks. Potential advisors should demonstrate previous experience in Somalia and the ability to provide strategic and operational advice to senior officials in government institutions.

Monitoring, Evaluation, and Learning (MEL) Approach

The Department of State requires the applicant to submit MEL plans as part of the proposal process, including overall and local results frameworks and standard and custom performance indicators for both outputs and outcomes.

Requirements

Preventing Sexual Exploitation and Abuse (PSEA)

AF/RPS expects the recommended applicant to have relevant policy in place to prevent sexual exploitation and abuse (PSEA) of award beneficiaries, including taking a survivor-centered approach to addressing such misconduct. Proposals should indicate whether the organization has policies and internal controls necessary to reasonably prevent, detect, address, and resolve incidents of SEA, including but not limited to an organizational policy or code of conduct for employees that includes safeguarding and IASC principles. Any resources needed to implement PSEA policies should be factored into the proposal budget.

Risk Assessment
Applicants should:

- Identify risks to staff, implementers, participants, or their communities as a result of their participation in the program. Besides political and environmental factors, risks may include in-person or online gender-based violence, sexual exploitation and abuse, and other forms of physical, psychological, economic, or social backlash against beneficiaries. Risk assessments should also address how the program will avoid exacerbating local tensions or divisions, such as unintended power shifts within or between communities, local competition over program funds and opportunities, unintended crowding out of local civil society actors, or "brain drain" of their own staff or members, in line with Do No Harm principles, referring to the need to recognize and reduce the potential negative effects of aid interventions. Implementer risk assessment and mitigation plans must address risk to project beneficiaries in addition to risks to staff and project implementation. These should explicitly address gender-related risks and mitigating actions, as identified in the gender and inclusion analysis.

Proposals must include a plan for regular review and updates of risk assessment(s).

A5. Performance Indicators

The award Recipient will be required to monitor and report on performance indicators relevant to the scope, objectives, and expected results of the program as articulated in this NOFO. Details should be included on what sources of data will be used to document performance. Indicators should be relevant to the goals or objectives of the program. If/when an award is made, the USG will work with the final selected Applicant to develop a holistic set of indicators that includes some provided by the USG and some

suggested by the Applicant. Illustrative indicators include the following but are not limited to:

- Number of staff officers trained in planning processes;
- Number of staff offices implanting new processes;
- Improved coordination across units through the SNA HQ staff;
- Improved sustainability of on-going operations (e.g. there are clear; logistics plans, units understand their role in stabilization, etc.);
- Improved institutional security capabilities across government; institutions such as the MOD and the Offices of the President, PM, and NSA.

The Implementer will be responsible for reporting on each performance indicator included in the cooperative agreement as well as analysis of progress or impediments to reach indicator targets. Indicators will be chosen carefully to reflect the key outcomes or outputs that reflect project performance. DOS, per policy, assesses the quality of data reported by the Implementer as part of the award activities, therefore applicants should be aware that the Implementer will be engaged in data quality assessments.

Indicators and their disaggregates will be selected after discussion with the recommended Applicant. Final indicators will be outlined in the award Agreement.

A6. Substantial Involvement

This potential award will be a cooperative agreement requiring substantial involvement on the part of the Department of State (DOS), awarding bureau (AF/RPS), including close collaboration and approval of each implementation plan. Examples of substantial involvement will include but are not limited to:

- Approval of the Implementer's implementation plans;
- Approval of the Implementor's monitoring and evaluation plans.

Areas of substantial involvement will be specified and outlined in the final Agreement.

Section B: Federal Award Information

B 1. Available Funding

This notice is subject to availability of funding.

Overall grant making authority for this program is contained in the Foreign Assistance Act of 1961 as amended, (Peacekeeping Operations Funds) and several funding restrictions apply, to include country-applicant restrictions.

The Department of State reserves the right to fund any or none of the proposals submitted and reserves the right to reduce, revise, or increase the budget in accordance with the needs of the project and the availability of funds.

The Department of State may consider continuing the program funded under this award beyond the initial period of performance 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 and USG.

B2. Award Management

The successful applicant will need to routinely collaborate with AF/RPS through regular meetings and conference calls to discuss progress, challenges, emerging topics, etc.
The successful applicant must ensure that all funds are used in a manner consistent with any applicable restrictions on funding. See D5 below for funding restrictions.

Section C. Eligibility Information

C1. Eligible Applicants:

See page 3, Eligibility Category.

The Department of State will issue an award to the Applicant whose application represents the best value to the U.S. Government based on technical merit, efficient use of U.S. Government funds, and satisfactory organizational capacity. The Department of State reserves the right to make an award based on the initial application received with or without discussion or negotiations. Therefore, applications should contain the Applicants' best terms from both cost and technical standpoints. Applicants should demonstrate expertise in training individuals from diverse backgrounds. Applicants should also demonstrate in-depth understanding of a wide range of governance structures.

C2. Cost Sharing

Cost-Sharing

Not required. Providing cost sharing, matching, or cost participation is not an eligibility requirement for this NOFO and will not be factored in during the merit review process.

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

C3. Other Eligibility Criteria

In order to be eligible to receive an award, all organizations must have a unique entity identifier (UEI), as well as a valid registration on www.SAM.gov. Please see Section D.3 for information on how to obtain these registrations.

Applicants, including U.S. affiliates of international organizations must provide a valid Unique Entity Identification (UEI), and **completed** www.sam.gov registration when submitting application on www.grants.gov in response to this NOFO. **Applicants that do not have a valid UEI and completed www.sam.gov registration will NOT be eligible for consideration. Implementing partners/sub-recipient organizations are required to have a valid UEI number.**

Applicants listed on the Excluded Parties List System (EPLS) in the System for Award Management (SAM) are not eligible to apply for an assistance award in accordance with the OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR, 1986 Comp., p. 189) and 12689 (3 CFR, 1989 Comp., p. 235), "Debarment and Suspension." Additionally, no entity listed on the EPLS can participate in any activities under an award. All applicants are strongly encouraged to review the EPLS in SAM to ensure that no ineligible entity is included.

Organizations must have a commitment to equal opportunity employment practices and to non-discrimination practices regarding beneficiaries, without regard to race, religion, ethnicity, gender, sexual orientation, or political affiliation.

Organizations may only submit one application per organization. If more than one application is submitted by an organization, only the first application received will be reviewed for eligibility.

Section D: Application and Submission Information

D1. Address to request Application Package

Applicants can find application forms on www.grants.gov under the announcement title and funding opportunity number provided above.

Please refer to the **Proposal Submission Instructions (PSI**) for additional application submission instructions, including information on required documents and format. Please follow both, the PSI and the NOFO, to ensure that the proposal package submission is in full compliance with the requirements**.** Proposal submissions that do not meet all the requirements outlined in this NOFO and the associated PSI will **not** be considered.

Once the NOFO deadline has passed, DOS may not discuss this competition with any applicant until the proposal review process has been completed.

D2. Content and Form of Application Submission

Please follow the guidelines in the attached Proposal Submission Instructions (PSI). Any prospective applicant who has questions concerning the contents of this NOFO should submit them **by email** to the contacts listed in Section G. Please refer to the funding opportunity number and title.
Any updates about this NOFO will also be posted on www.grants.gov.

D3. Unique entity identifier (UEI) and System for Award Management (www.sam.gov)

Required Registrations:

The Unique Entity Identifier (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. www.sam.gov is the Federal government's primary database for complying with FFATA reporting requirements. OMB designated www.sam.gov as the central repository to facilitate applicant and recipient use of a single public website that consolidates data on all federal financial assistance. Under the law, it is mandatory to obtain a UEI number and register in www.sam.gov.

UEI is assigned by www.sam.gov assigned to organizations that have to register/or renew their www.sam.gov registration.

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 they do need a UEI number prior to registering in SAM.gov. This guidance and instructions are to the best of our knowledge available at the time of posting this solicitation. Where guidance in this NOFO differs from the www.sam.gov website, SAM.gov prevails, and the applicant is encouraged to seek and document clarity provided by the SAM.gov helpdesk.

www.sam.gov requires all entities to renew their registration once a year in order to maintain an active registration status. It is the responsibility of the applicant to ensure it has an active registration in www.sam.gov.

If an organization plans to sub-contract or sub-award any of the funds under an award, those sub-recipient organizations must also have a unique entity identifier (UEI number). www.sam.gov registration is not required.

If an organization does not have an active registration in www.sam.gov prior to submitting an application in response to this NOFO, the application will be deemed **ineligible.** All organizations applying for USG federal assistance awards (except individuals) must obtain these registrations. Please note that registration is free of charge.

Note: The process of obtaining a www.sam.gov registration may take from 2-8 weeks or longer. Please begin your registration as early as possible. Numerous errors require correction, such as an address mismatch, and can delay final registration. If the application is not corrected within 90 calendar days of original registration/or renewal submission, it will be automatically deleted and the organization will need to re-start the process.

An exemption from this requirement may be permitted on a case-by-case basis if the applicant's identity must be protected due to possible endangerment of their mission. Organizations requesting an exemption should email the point of contact listed in Section G of this NOFO.

D4. Submission Dates and Times

Applicants are urged to begin the application process well before the submission deadline as stated on page 3. No exceptions will be made for organizations that have not completed the necessary steps. Grants.gov automatically log the date and time an application submission is made, and the Department of State will use this information to determine whether an application has been submitted on time. **Applications received after the deadline will not be considered**.

D5. Funding Restrictions

The following activities and costs are not covered under this announcement (this list is NOT exhaustive):

- Construction or renovations is not an allowable activity under this award;

- Expenses made prior to the approval of a proposal or unreasonable expenditures will not be reimbursed;
- Projects intended primarily for the growth or institutional development of the organization;
- Projects seeking funds for personal use;
- Projects that require a participation fee;
- Administration of a project that will make a profit;
- Expenses incurred before or after the specified dates of award period of performance (unless prior written approval is received);
- Projects designed to advocate policy views or positions of foreign governments or views of a particular political faction;
- Alcoholic beverages;
- Costs of entertainment, including amusement, diversion, and social activities, and any associated costs, are unallowable, except where specific costs that might otherwise be considered entertainment have a programmatic purpose and are authorized either in the approved budget for the federal award or with prior written approval of the Grants Officer.

Representation by Organization Regarding a Delinquent Tax Liability or a Felony Criminal Conviction: In accordance with section 7073 of Division K of the Consolidated Appropriations Act, 2014 (Public Law 113-76) none of the funds made available by that Act may be used to enter into an assistance award with any organization that –

(1) Was "convicted of a felony criminal violation under any Federal law within the preceding 24 months, where the awarding agency has direct knowledge of the conviction, unless the agency has considered, in accordance with its procedures, that this further action is not necessary to protect the interests of the Government"; or

(2) Has any "unpaid Federal tax liability that has been assessed for which all judicial and administrative remedies have been exhausted or have lapsed, and that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax

liability, unless the Federal agency has considered, in accordance with its procedures, that this further action is not necessary to protect the interests of the Government."

For the purposes of Section 7073, it is the Department of State's policy that no award may be made to any organization covered by (1) or (2) above, unless the Procurement Executive has made a written determination that suspension or debarment is not necessary to protect the interests of the U.S. Government.

D6. Other Submission Requirements

It is the responsibility of the applicant to ensure that it has an active registration in Grants.gov and that an application has been received by the system in its entirety. DOS bears no responsibility for disqualification that results from applicants not being registered before the due date or for data errors resulting from transmission or conversion processes. Additionally, you must save a screen shot of the checklist showing all documents submitted in case any document fails to upload successfully.

Section E: Application Review Information

E1. Criteria

The Department of State will issue an award to the applicant whose proposal represents the best value to the U.S. Government based on technical merit, efficient use of U.S. Government funds, and satisfactory organizational capacity. In addition, the organization must demonstrate adequate financial management capability to be measured by a responsibility determination.

Applications should contain the applicants' best terms from both cost and technical standpoints. The implementing partners (sub-recipients) of the primary recipient will be subject to Department of State approval.

Eligible applications will be evaluated by an independent review panel consisting of subject matter experts from other DOS bureaus/or offices, U.S. Embassies, and/or other U.S. Government agencies. Final approval resides with the DOS Grants Officer.

The decision for the final eligibility and award determination rests with the Grants Officer.

The following criteria will serve as a standard which all **eligible** applications will be evaluated against. Each eligible Application will be evaluated and scored on the review criteria using a 100-point scale.

The review panel will apply the following criteria when rating proposals:

1. **Quality and Feasibility of Project Idea (25 points)**:

- Demonstrated understanding and appreciation for the goals and objectives of developing Somali Security Sector Institutions and demonstrated ability to achieve goals.
- Proposal responds to the NOFO and demonstrates the Applicant's knowledge of the security sector in Somalia
- The program idea is well developed, with detail about how program activities will be carried out, including a clear articulation of how these activities will contribute to the overall project's goals and objectives along with a reasonable implementation timeline.

2. Organizational Capability and Record of Performance (25 points):

- The organization has qualified personnel required for the development of the program. The organization has the internal controls in place to manage federal funds.

- The proposal provides a description of the applicant organization – including its general purpose, goals, annual budget (including funding sources), and major past and current activities and projects undertaken.
- Proposal demonstrates ability to recruit, engage, and retain a diverse array of military trainers and experts that are capable of successfully training, mentoring, and advising.

3. Program Planning and Ability to Achieve Objectives (15 points)

- Goals and objectives are clearly stated and program approach is likely to provide maximum impact in achieving the proposed results.
- The proposal outlines the expected and achievable results for the project and includes all aspects identified in section A.
- Project activities are specific, measurable, attainable, and placed in a reasonable time frame (SMART).

4. Financial Capacity and Cost Effectiveness (15 points):

- Proposal budget, including salaries, are explained in detail and justified for the work involved.
- Proposed costs are reasonable, necessary, linked to program objectives, and demonstrate efficient use of U.S. Government funds.
- The budget is sufficient and reasonable for all activities.

5. Performance Monitoring, Evaluating, and Learning (MEL) (10 points):

- Applicant demonstrates ability to measure program success and provides milestones to indicate progress toward goals outlined in the proposal.
- Proposals discuss how progress towards the expected results will be measured.
- Proposals include an explanation of how data and information will be collected, analyzed and used, and how baseline measurements will be established.

6. **Sustainability of Impact/Multiplier Effect (10 points)**

- Proposal provides an outline of how program activities will continue to have positive impact after the end of the program.

Cost Review

Costs will be reviewed for **reasonableness, allowability, allocability**, and cost-effectiveness of the use of USG funds. The review of cost-effectiveness will include an examination of the application's budget detail to ensure it is a realistic financial expression of the proposed project and does not contain estimated costs that are not a**llocable, reasonable**, or **allowable**. Applications that have more efficient operational systems that reduce operation costs will be favorably considered on that factor. Final approval of the budget resides with the Grants Officer.

Applications that maximize direct activity costs and minimize administrative costs are encouraged. Other considerations are the completeness of the application, adequacy of budget detail, and consistency with elements of the technical application. In addition, the organization must demonstrate adequate financial management capability to be measured by a responsibility determination.

E2. Review and Selection Process

Applications will first be reviewed to determine technical eligibility.

All technically eligible applications will move forward to the merit review panel. Applications will be reviewed against the same criteria, listed above. Applications will be scored based on the strengths and weaknesses of the afore-mentioned categories and for consistency with the program goals and key areas of interest as contained in this NOFO.

The Merit Review Panel may provide conditions and recommendations on applications to enhance the proposed project, which must be addressed by the applicant before further consideration of the award. To ensure effective use of US Government funds, conditions or recommendations may include requests to increase, decrease, clarify, and/or justify costs and project activities.

E3. Responsibility/Qualification Information in SAM.gov (formerly FAPIIS)

The Department of State, 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 designated integrity and performance system accessible through www.sam.gov (formerly FAPIIS) (see 41 U.S.C. 2313).

The applicant, at its option, may review information about itself that a Federal awarding agency previously entered and is currently in the designated integrity and performance system accessible through www.sam.gov. Currently, federal agencies create integrity records in the integrity module of the Contractor Performance Assessment and Reporting System (CPARS) and these records are visible as responsibility/qualification records in SAM.gov.

The Department of State will consider any comments by the applicant, in addition to the other information in the designated integrity and performance system, in making a judgment about the applicant's integrity, business ethics, and record of performance under Federal awards when completing the review of risk posed by applicants as described in §200.205 Federal awarding agency review of risk posed by applicants.

Applicant organizations must demonstrate adherence to equal opportunity employment practices and commitment to non-discrimination with respect to beneficiaries. Non-discrimination includes equal treatment without regard to race, religion, ethnicity, gender, and political affiliation.

Applicants are reminded that U.S. Executive Orders and U.S. law prohibits transactions with or support to individuals or organizations associated with terrorism.

- Proposals that reflect any type of support for any member, affiliate, or representative or a designate to terrorist organization or narcotics trafficker, including elected members of government, will NOT be considered. This provision must be included in any sub-awards/sub-contracts issued under this award.
- U.S. Applicant organizations must demonstrate adherence to equal opportunity employment practices and commitment to non-discrimination with respect to beneficiaries. Non-discrimination includes equal treatment without regard to race, religion, ethnicity, gender, and political affiliation.
- Applicants under DOS-funded projects are responsible for complying with all applicable tax treaties and federal, state, and local laws on tax withholding and reporting for project participants.

Section F: Federal Award Administration Information

F1. Federal Award Notices

Successful applicant will be notified via email. This email may include a request for the applicant respond to panel conditions and recommendations. This notification is **not** an authorization to begin activities and does not constitute formal approval or a funding commitment. Additional information that successful applicants may be required to submit after notification of intent to make a Federal award, but prior to issuance of a Federal award, may include:

- Written responses and any revised application documents addressing any conditions or recommendations from the Review Panel and awarding bureau;
- Completion of the Department's Financial Management Survey, if receiving AF funding for the first-time or requested by the Grants Officer;
- Submission of required documents to register in the Payment Management System (PMS) managed by the Department of Health and Human Services if receiving AF funding for the first time. PMS registration is bureau-specific;
- Other requested information or documents included in the notification of intent to make a Federal award or subsequent communications prior to issuance of a Federal award.

Final approval is also contingent on Congressional Notification requirements being met and final review and approval by the Department's warranted Grants Officer.

The award shall be written, signed, awarded, and administered by the Grants Officer subsequent to the panel review and selection of proposals. The Grants Officer is the Government official delegated the authority by the U.S. Department of State Procurement Executive to write, award, and administer grants and cooperative agreements. The assistance award agreement is the sole authorizing document, and it will be provided to the Recipient electronically through SAMS Domestic. Organizations whose applications will not be funded will also be notified in writing.

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

Furthermore, an award cannot be issued until funds have been fully appropriated, allocated, and committed through internal DOS procedures. While it is anticipated that these procedures will be successfully completed, potential applicants are hereby notified of these requirements. All preparation and submission costs are at the Applicant's expense.

Pursuant to 2 CFR 200.400(g), it is U.S. Department of State policy **not** to award profit under assistance instruments.

2 CFR §200.501 requires domestic/US non-federal entities that expend $750,000, or more, in federal assistance during organization's fiscal year to have a single or program-specific audit conducted for that year. In addition, the entity must report the collected audit data elements on the form SF-SAC and submit it to the FAC. Any findings such as material weaknesses, significant deficiencies, or material noncompliance are reported on the SF-SAC.

F2. 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:

- 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

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:

- The President's September 2, 2020 memorandum, entitled *Memorandum on Reviewing Funding to State and Local Government Recipients of Federal Funds that Are Permitting Anarchy, Violence, and Destruction in American Cities*;
- *Executive Order on Protecting American Monuments, Memorials, and Statues and Combating Recent Criminal Violence* (E.O. 13933); and
- Guidance for Grants and Agreements in Title 2 of the Code of Federal Regulations (2 CFR), as updated in the Federal Register's 85 FR 49506 on August 13, 2020, particularly on:
    - Selecting recipients most likely to be successful in delivering results based on the program objectives through an objective process of evaluating Federal award applications (2 CFR part 200.205),
    - Prohibiting the purchase of certain telecommunication and video surveillance services or equipment in alignment with section 889 of the National Defense Authorization Act of 2019 (Pub. L. No. 115—232) (2 CFR part 200.216),
        - 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 in whole or in part to the greatest extent authorized by law, if an award no longer effectuates the program goals or agency priorities (2 CFR part 200.340).

Applicants should plan to coordinate with AF/RPS throughout the period of performance of the Agreement to ensure assistance is provided only to eligible participants.

F3. Reporting

The Foreign Assistance Data Review (FADR)
FADR is an initiative at the Department of State to improve the overall quality, reliability, and availability of foreign assistance data to provide Congress, Department leadership and the public with an accurate picture of the Department's foreign assistance portfolios. FADR affects how foreign assistance is tracked and accounted for. Geographical and program area information is now coded within the Subaccount and now it is possible to assign more than one Benefitting Country/Program Area to a single award if applicable. Where there is more than one line of accounting, your award will indicate specific fiscal information corresponding to FADR. You will be required to work with the awarding Bureau to clearly identify the PMS account; corresponding FADR country/program area (if applicable); amounts of federal share and cost-share as well as instructions on reporting and requesting payment.

Financial Reports
The Recipient will be required to submit quarterly financial reports (unless stipulated otherwise in the final Agreement) throughout the project period, using form SF-425, the Federal Financial Report form. If payment is made through the Payment Management System, all financial reports must be

submitted electronically through the Payment Management System. The Recipient will also be required to upload to SAMS Domestic a pdf version of all financial reports (Federal Financial report) they have submitted in the Payment Management System. Form (SF-425) can be found here: https://www.grants.gov/web/grants/forms/post-award-reporting-forms.html#sortby=1

Progress Reporting

The Recipient will be required to upload quarterly progress reports (unless stipulated otherwise in the final Agreement) to the award file in SAMS Domestic. Progress reports must be submitted quarterly unless otherwise stipulated in the Agreement; the frequency will be determined by DOS prior to award.

Progress reports should also reflect the awardee's continued focus on measuring the project's impact on the overarching goals or problems the project set out to address. An assessment of the overall project impact, as appropriate, should be included in each quarterly project report.

The Applicant should produce performance monitoring plans, including quantity and quality of the curriculum, participants' progress reports, and pre- and post-training communications. The quarterly reports should be in narrative form which highlights the project's progress (such as the number and type of students, events, ongoing engagements, etc.), achievements, lessons learned, adaptive management changes, and any regulatory reporting required. Further, the project, data collection, and report should also include information on post-class contact between students and staff.

Final Reports

The final summary financial and progress reports will be due no later than 120 days after the end date of the award or termination of all project activities. The Final Progress Report shall include the following elements:

executive summary, successes, outcomes, best practices, how the project addresses gender issues and marginalized communities, how the project will be sustained. Additional guidance may be provided prior to the award end date.

NOTE: delays in reporting may result in delays of payment approvals and failure to provide required reports may jeopardize the recipients' ability to receive future U.S. government funds.

AF/RPS reserves the right to request any additional programmatic and/or financial project information during the award period of performance.

NOTE: It is the Department of State policy that English is the official language of all award documents. If reports or any other supporting documents are provided in both English and a foreign language, it must be stated in each version that the English language version is the controlling version. U.S. dollar is the controlling currency. Financial reports must be submitted in U.S. dollars.

Section G: Federal Awarding Agency Contact

G1. Contacts

Kyle Staron
Bureau of African Affairs (AF)
Office of Regional Peace and Security (RPS)
StaronKA@state.gov

and

Sean Setter
Bureau of African Affairs (AF)
Office of Regional Peace and Security (RPS)
SetterS@state.gov

G2. Questions

Any prospective applicant who has questions concerning the contents of this NOFO **must email** them to the contacts listed above with the subject "[Applicant Name] [NOFO title]." To maintain fairness and transparency in competition, AF/RPS will not answer substantive NOFO questions except when posting questions and answers to the announcement page as described below.

All questions must be submitted via email to contacts listed above by the deadline stated on page 3. AF/RPS will periodically create a document of submitted questions with answers and upload it and post them in grants.gov. Questions and answers will be posted within 24-48 hours from the date of submission. Prospective applicants are advised to regularly review the announcement page in grants.gov for any updates. Note that once the NOFO deadline has passed, DOS staff in Washington, D.C. may not discuss this completion with applicants until the review process has been completed.

With the exception of technical submission questions, during the solicitation period U.S. Department of State staff shall not discuss this competition with applicants until the entire proposal review process has been completed and an award has been made.

The information in this NOFO is binding and may not be modified by any awarding bureau representative.

Explanatory information provided by any awarding bureau that contradicts this language will not be binding.

Section H: Other information

H1. Conflict of Interest

In accordance with applicable Federal awarding agency policy, applicants must disclose in writing any potential conflict of interest to the Federal awarding agency or pass-through entity.

H2. Applicant Vetting

N/A

H3. Marking Policy

Applicants are advised that recipients and sub-recipients of Federal assistance awards are subject to the State Department's Marking Policy. More information on this policy can be found in Section N of the Department of State's Standard Terms and Conditions: https://www.state.gov/wp-content/uploads/2020/10/U.S.-Department-of-State-Standard-Terms-and-Conditions-10-21-2020-508.pdf

H4. Evaluation Policy

Applicants are advised that recipients and sub-recipients of Federal assistance awards are subject to the Department of State Evaluation Policy. More information on this policy can be found here: https://www.state.gov/guidance-for-the-design-monitoring-and-evaluation-policy-at-the-department-of-state/

H5. Monitoring Site Visits

A monitoring site visit, at least once during the lifetime of an award, may be conducted by Department of State personnel. The site visit is conducted to gather additional information on the recipient's ability to properly implement the project, manage DOS funds and share substantiating document for programmatic and financial reporting. Specifically, the site visit may involve the review of the programmatic progress (progress on activities, sub-recipient/consultant work, etc.) as well as administrative and financial management controls. This may include observing classroom modules virtually or in person and visit applicant's headquarters and regional offices to observe operations.

H6. Privacy Disclosure

DOS understands that some information contained in applications may be considered sensitive or proprietary and will make appropriate efforts to protect such information. However, applicants are advised that DOS cannot guarantee that such information will not be disclosed, including pursuant to the Freedom of Information Act (FOIA) or other similar statutes.

Mandatory disclosures (2 CFR 200.113)

Non-federal entity, applicant or applicant for a federal award must disclose, in a timely manner, in writing to the federal awarding agency or pass-through entity all violations of federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the federal award. Non-federal entities that have received a Federal award including the term and condition outlined in Appendix XII of the 2 CFR 200—Award Terms and Conditions for Recipient Integrity and Performance Matters -- are required to report certain civil, criminal, or administrative proceedings to www.sam.gov .

Failure to make required disclosures can result in any of the remedies described in §200.338 Remedies for Noncompliance, including suspension or debarment.

The Department of State will issue an award to the Applicant whose application represents the best value to the U.S. Government based on technical merit, efficient use of U.S. Government funds, and satisfactory organizational capacity.

The Department of State reserves the right to make an award based on the initial application received with or without discussion or negotiations. Therefore, applications should contain the Applicants' best terms from both cost and technical standpoints.

It is Department of State policy that English is the official language and U.S. dollar is the controlling currency. Applications and related supporting documents must be written in English and the accompanying budget must be presented in U.S. dollars.

DISCLAIMER:

The Department of State has no obligation to provide any additional future funding in connection with the award. Renewal of an award to increase or decrease funding or extend the period of performance is at the total discretion of the Department of State and availability of funding.

Attachments:

1. Budget Template for New Awards
2. Budget Guidelines
3. Proposal Submission Instructions (PSI)