



Educational and Cultural Affairs

U.S. DEPARTMENT *of* STATE

**U.S. Department of State
Bureau of Educational and Cultural Affairs (ECA)
Notice of Funding Opportunity (NOFO)
FY 2026 Ngawang Choephel Fellows Program
Funding Opportunity Number: DFOP0017864
Application Deadline: May 1, 2026**

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Section A: Basic Information

1. Overview.

Funding Opportunity Title	FY 2026 Ngawang Choephel Fellows Program
Funding Opportunity Number	DFOP0017864
Announcement Type	New Cooperative Agreement
Deadline for Applications	May 1, 2026, 11:59pm Eastern (Washington DC time)
Assistance Listing Number	19.012

Length of Performance Period	18 to 24 months
Number of Awards Anticipated	1-2 awards
Awards Amount	Approximately \$750,000 for one award or up to \$325,000 each two awards
Total Available Funding	\$750,000, pending availability of funds
Type of Funding	FY 2026 Educational and Cultural Exchange Programs (ECE) Funds
Funding Instrument Type	Cooperative Agreement
Anticipated Award Date	September 1, 2026

This notice is subject to availability of funding. Issuance of the NOFO does not constitute an award commitment on the part of the Government.

ECA reserves the right to reduce, revise, or increase proposal budgets in accordance with the needs of the program and the availability of funds.

Pending satisfactory implementation of this program and the availability of funds in subsequent fiscal years, it is ECA's intent to renew this award for two additional, consecutive fiscal years, before openly competing it again.

2. Executive Summary.

Priority Region: Tibetan populations in China, India, Nepal and Bhutan

The Global Leaders Division in the Office of Citizen Exchanges at the U.S. Department of State's Bureau of Educational and Cultural Affairs (ECA) is seeking proposal submissions for one to two cooperative agreements to design, implement, and oversee the FY 2026 Ngawang Choephel Fellows Program. Launched in 1997, the Ngawang Choephel Fellows Program is a two-way economic exchange program designed to enhance leadership and professional skills and build lasting partnerships between emerging entrepreneurs from Tibetan communities in China, India, Nepal and Bhutan, and the United States. The defining element of the program is a minimum four-week U.S.-based exchange which will provide Fellows with opportunities to discuss and share best practices for initiating and supporting business and/or community initiatives.

The award recipient will be responsible for planning and administering all components of the Ngawang Choephel Fellows Program. The non-U.S. Fellow component will feature a series of virtual engagement opportunities leading up to a minimum four-week U.S.-based exchange for up to 25 participants. This component will consist of professional and leadership development activities which may include, but shall not be limited to: trainings, workshops, site visits, job shadowing, team building exercises, panel discussions, case studies, resource-sharing, and networking events. The U.S. Fellows component will enable up to 10 U.S. professionals, who engaged with the non-U.S. Fellows during the course of their program, to travel to India, Nepal or Bhutan for approximately two weeks to assist the non-U.S. Fellows' follow-on plans and conduct alumni engagement activities.

The Ngawang Choephel Fellows Program directly supports the 2025 National Security Strategy and the Administration's foreign policy, furthering our national interests. In addition, the Program positions the United States as the partner of first choice, by demonstrating American principles of openness, transparency, commitment to freedom and innovation, and free market capitalism.

B. Eligibility

1. Eligible Applicants.

The following organizations are eligible to apply:

- U.S. not-for-profit organizations, including think tanks and civil society/non-governmental organizations
- U.S. not-for-profit public and private educational institutions

Please see the Proposal Submission Instructions (PSI) for additional information.

2. Cost Sharing.

There is no minimum or maximum percentage of cost sharing required for this program.

3. Other Eligibility Requirements.

- a) 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. Submission Requirements and Deadlines* for more information.

- b) ECA's Grant Guidelines require that organizations demonstrate at least four years of experience in conducting international exchanges to be eligible for awards exceeding \$130,000 in ECA funding. As noted in *Section A. Basic Information*, ECA anticipates issuing two awards, for approximately \$325,000 each or one award for \$750,000. Therefore, organizations must demonstrate four years of experience in conducting international exchanges in your proposal to be eligible to apply under this competition.
- c) All proposals must comply with the requirements stated in the NOFO, Project Objectives, Goals, and Instructions, and the PSI; not doing so may result in your proposal being declared technically ineligible and given no further consideration in the review process.
- d) All proposals must contain a SF-424, executive summary, proposal narrative, budget (SF 424A), detailed line-item budget, and budget narrative.
- e) Only *one* proposal will be considered by ECA from each applicant organization. In cases where more than one submission from an applicant appears in grants.gov, ECA will *only* consider the submission made closest in time to the NOFO deadline; that submission would constitute the one and only proposal ECA would review from that applicant.

Please note: Applicant organizations are defined by their legal name, and EIN number as stated on their completed SF-424 and additional supporting documentation outlined in the PSI document.

- f. Applicants who are current recipients of awards directly from ECA should make sure the application discusses one or more award that will be open with ECA at the start of the anticipated period of performance for this NOFO. Applicants who do not have current awards directly with ECA, please review the information in the PSI, section D, with additional information that must be provided in your application for it to be eligible.

C. Program Description

1. Authority.

Overall grant making authority for this program is contained in the Mutual Educational and Cultural Exchange Act of 1961, Public Law 87-256, as amended, also known as the Fulbright-Hays Act. The purpose of the Act is "to enable the Government of the United States to increase mutual understanding between the

people of the United States and the people of other countries...; to strengthen the ties which unite us with other nations by demonstrating the educational and cultural interests, developments, and achievements of the people of the United States and other nations...and thus to assist in the development of friendly, sympathetic and peaceful relations between the United States and the other countries of the world." The funding authority for the program above is provided through legislation.

2. Purpose.

The Ngawang Choephel (NC) Fellowship Program directly supports the 2025 National Security Strategy and the Administration's foreign policy to maintain the United States' unrivaled leadership throughout the world. The Program positions the United States as the partner of first choice, by demonstrating American values of openness, transparency, commitment to freedom and innovation, and free market capitalism.

3. Program Specific Guidelines.

"Program participants" are defined as those individuals who travel under award funding from their country of origin to a designated exchange country. For this NOFO, program participants are also referred to as "NC Fellows" or "Fellows." Americans participating in follow-on outbound exchanges are referred to as "U.S. Participants." **Employees and family members of employees of the award recipient or of any sub-award recipients are not eligible to participate in the Ngawang Choephel Fellowship Program and cannot be included as program participants.**

With a focus on the theme of economic prosperity, the FY 2026 Ngawang Choephel Fellows Program offers Tibetans living in China, India, Bhutan and Nepal opportunities to share best practices, enhance their professional and leadership skills, and generate new community and/or organizational initiatives.

Proposals should focus on supporting private and/or public sector professionals involved with business and business start-ups, workforce development trainers, tourism operators, entrepreneurs, small and medium business managers and/or owners, innovation and market growth.

Private and/or public sector professionals involved in cultural heritage may also be considered for program participation in cases where there is a strong justification for cross-collaboration with professionals in the creative economy sector, and a direct correlation to the economic prosperity and entrepreneurship theme.

Proposals should provide all participants with opportunities to: learn best practices in creating, growing, managing, and supporting successful organizations; incorporate technology into their organizational strategy; and utilize economic tools to enhance their organizations and/or communities.

Proposals should also pay special attention to concrete outcomes such as job creation, market readiness, small business growth, enhanced professional skills, workforce participation, and the potential for trade with U.S. businesses.

Proposals must support two-way exchanges involving both non-U.S. fellows and U.S. fellows that should take place over an approximately two-year period. Proposals must also include alternate plans for exchange into their narrative in the event travel for some or all of the fellows is not possible. Applicants should design alternate plans to maximize non-U.S. fellows' engagement with American professionals.

Non-U.S. fellows should be selected through a merit-based, competitive process in consultation with ECA and the Public Affairs Sections (PAS) in the target countries. Non-U.S. fellows should represent the business, entrepreneurial and/or cultural heritage sectors as described in Section A. Non-U.S. fellows should be professionals, 25 to 40 years old at the time of participation in the program, who, at a minimum, are currently employed and have two or more years of relevant professional work experience. Non-U.S. fellows must be self-directed, able to work effectively in a cross-cultural setting, and have demonstrated leadership abilities. Non-U.S. fellows should also be interested in developing an individual "follow-on" project of their own selection in their home workplace or community. U.S. fellows should have demonstrated expertise to enhance the proposed program model, contribute to the program goals, and have substantive engagement with the non-U.S. fellows during their U.S.-based exchange. **U.S. fellows must be U.S. citizens.**

4. Recipient Responsibilities.

The responsibilities of the recipient organization are as follows:

1. Program Design and Implementation

- a. Develop and implement a comprehensive program for non-U.S. fellows that includes: a program launch, a virtual component, an in-person or virtual pre-departure orientation (PDO), a comprehensive arrival orientation, and a substantive U.S.-based program. All elements must directly advance U.S. economic interests, promote American business practices, and strengthen Fellows' professional and leadership skills under the theme of economic prosperity.
- b. For U.S. fellows, design and implement a program that builds on the non-U.S. fellows' experience, including coordination with in-country representatives, non-U.S. fellows and/or alumni, an in-person or virtual PDO, substantive outbound activities (such as site visits and workshops), and a comprehensive arrival orientation. Activities should foster commercial engagement and reinforce U.S. leadership in the region.

2. Countering Chinese economic coercion and Promoting U.S. Leadership

- a. Integrate content throughout orientations, workshops, and networking events that champions American economic and technological leadership, promotes market-based prosperity over state-directed coercion, and builds critical awareness of predatory economic strategies in the Indo-Pacific.
- b. Ensure cultural activities promote direct engagement with Americans and showcase the benefits of U.S. economic systems.

3. Business Partnerships and Networking

- a. Facilitate targeted networking events, mentorship programs, and partnership-building activities between Tibetan entrepreneurs and U.S. business leaders, with clear objectives for expanding U.S. exports, commercial ties, and job creation.
- b. Proactively engage U.S. companies and business associations to participate in program activities and support ongoing collaboration.

4. Alumni Engagement and Technology Integration

- a. Develop and maintain a technology-enabled alumni network platform to support ongoing collaboration, knowledge sharing, and tracking of alumni outcomes related to U.S. economic interests.
- b. Leverage digital tools for application, training, networking, and alumni engagement to ensure accessibility, transparency, and effective data collection.

5. Recruitment and Selection

- a. Develop a comprehensive recruitment strategy for non-U.S. fellows that includes one recruitment cycle, clearly delineates selection criteria, and adheres to ECA's goals for a merit-based, open competition.
- b. Implement a transparent application review and selection process, including virtual or in-person interviews for semi-finalists, and keep the Global Leaders Division informed and able to provide input throughout.

6. Orientation and Support for Host Organizations

Provide orientations for U.S. host organizations and families, including overviews of Fellows' home countries, relevant cross-cultural information, and clear delineation of program roles and responsibilities.

7. Program Logistics and Accessibility

- a. Arrange and cover the cost of all appropriate program-related travel, including transportation, lodging, meals, and incidental expenses.
- b. Provide reasonable accommodation to individuals with disabilities participating as Fellows.

8. Monitoring, Evaluation, and Reporting

- a. In close consultation with the Global Leaders Division, develop and implement an evaluation plan using quantifiable metrics to measure program impact, including business partnerships formed, U.S. exports facilitated, and alumni engagement activities completed.
- b. Regularly report on how program activities counter predatory economic influence, promote U.S. leadership, and contribute to economic growth and job creation, both during and after the program.
- c. Respond fully and promptly to requests for program results and information from the Global Leaders Division.

9. Health, Safety, and Well-being

- a. Develop and implement a comprehensive plan to ensure the health, safety, and well-being of all Fellows throughout the program.
- b. Enroll all Fellows in the Accident and Sickness Program for Exchanges (ASPE) for the duration of the program, issue health benefits identification cards, and adhere to ASPE guidelines.

10. Financial Management and Compliance

- a. Manage all financial aspects of the program, including timely disbursement of stipends, housing allowances, accident and sickness benefits, hosting agreements, and other activity costs.
- b. Promptly report any irregularities in the budget or spending to the Global Leaders Division.
- c. Ensure compliance with all terms of the Grant, including timely submission of financial and program reports and proper budget oversight.

11. Contingency and Alternative Programming

In collaboration with the Global Leaders Division, develop and update alternative programming plans in the event that exchange travel between the U.S. and China is not possible.

12. Staff Coordination and Travel

Develop staff travel plans, including itineraries and schedules of activities, for Global Leaders Division review and approval prior to making travel reservations (no later than six weeks before proposed departure).

5. Goals and Objectives.

The program has the following broad goals:

1. Strengthen Indo-Pacific partnerships and deter authoritarian aggression by championing Tibetan self-determination and countering Chinese economic coercion across the region.
2. Strengthen the business and leadership skills of Ngawang Choephel Fellows to facilitate commercial engagement with U.S. companies, expand U.S. exports, and promote American business practices.
3. Advance U.S. economic interests and global leadership by fostering business partnerships between entrepreneurs from Tibetan communities in China, India, Nepal and Bhutan and the United States.
4. Build a network of entrepreneurs and U.S. business partners committed to supporting American economic growth, job creation, and commercial leadership in the region.
5. Leverage technology to facilitate application, training, networking, and alumni engagement, ensuring seamless collaboration and measurable outcomes.

6. Program Performance Monitoring and Evaluation (M&E).

Distinct from grants or cooperative agreement monitoring and participant monitoring, performance monitoring is designed to assess progress against a program's goals and objectives. A performance monitoring framework is vital to tracking the direction, pace, and magnitude of change that result from ECA programs.

ECA created the Monitoring Data for ECA (MODE) Framework to measure the performance of ECA programs. **The MODE Framework provides standard indicators and corresponding survey questions to ensure consistent measures across all ECA programs.** More resources and guidance documents on the MODE

Framework are available online at: <https://www.state.gov/eca-monitoring-evaluation-learning-and-innovation-meli-unit/>.

The proposal must include the MODE Framework objectives and indicators listed below (note that, because not all MODE objectives and indicators are relevant for a program, the numbering below will not be sequential). In addition to the ECA-required objectives and indicators, applicants may also select additional MODE Framework indicators (see the **Indicator Book** on the MODE Framework website), or design custom objectives and indicators that are specific to the proposed program and this proposal.

- Demographic Questions as outlined in the **Indicator Book** on page v and **Performance Monitoring Plan (PMP)** (See the MODE Resource Guide – <https://app.box.com/s/qjo8icwj46tc8h1i1qtg80zl7ibwgtua> – found on our website <https://www.state.gov/eca-monitoring-evaluation-learning-and-innovation-meli-unit/>)
- Objective 1: Advance participant and beneficiary cross-cultural competence and global perspective
 - o Sub-Objective 1.1: Promote cultural exchanges and enhance understanding between participants and their host communities
 - E1.1.01: Percent of participants reporting that their program experience offered opportunities to engage with other cultures
 - E1.1.09: Percent of participants who traveled abroad for the first time because of their program (core indicator)
 - E1.1.10: Percent of foreign participants who traveled to the United States for the first time during their program (core indicator)
 - E1.1.11: Percent of American participants indicating a change in their understanding of their host country's culture and values
 - E1.1.17: Percent of foreign participants with more favorable opinions of the American people (core indicator)
 - E1.1.18: Percent of foreign participants indicating an increase in understanding of United States culture and values (core indicator)
 - E1.1.19: Percent of participants agreeing with statements in support of democratic values (core indicator)
- Objective 2: Increase the impact that participants and alumni have on their communities / countries
 - o Sub-Objective 2.2: Foster participants' belief that civic engagement benefits communities/countries

- E2.2.01: Percent of participants who have more confidence in their ability to have an impact in their home country (core indicator)
- Objective 3: Strengthen engagement among participants, alumni, beneficiaries, and institutions
 - E3.0.02: Percent of foreign participants who report increasing their network of Americans (core indicator)
 - E3.0.07: Percent of participants who identify as a Department of State program participant (core indicator)
- Objective 4: Strengthen personal, professional, and technical abilities and aptitudes of participants and beneficiaries
 - E4.0.01: Percent of participants reporting increases in their job skills as a result of their program participation
 - E4.0.03: Percent of participants reporting an increase in soft skills as a result of their program participation
 - E4.0.05: Percent of participants who report an increase in technical skills as a result of their program participation
 - E4.0.14: Percent of participants reporting new digital skills/competencies gained from virtual exchange (VE) programming
 - o Sub-Objective 4.1: Participants engage in language, academic, professional, and cultural exchange programs
 - E4.1.01: Total number of participants (core indicator)
 - E4.1.02: Total number of program cohorts (core indicator)
 - E4.1.04: Number of professional placements
 - E4.1.11: Number of American reciprocal exchange participants
- Objective 8: Enhance the quality and effectiveness of ECA programs by leveraging the Bureau's resources, policy, and stakeholder relationships
 - E8.0.03: Response rate for participant surveys (core indicator)

Performance Monitoring Plans (PMPs)

ECA recommends the use of a PMP to serve as the primary reference document for performance monitoring for this award. If used, the PMP is an important part of any proposal, as it outlines how the applicant plans to track progress towards the proposed program's goals and objectives through indicators and corresponding data collection questions. A PMP document that includes all MODE Framework indicators is a part of this solicitation's attachments. Specific instructions on how to modify the PMP to be responsive to this solicitation are included in that document; there is also a support video available for more information on how to fill out the PMP: <https://www.youtube.com/watch?v=WBHC1oLNZvl>. While ECA recommends the applicant use the PMP format provided, this is not a requirement. If a PMP is

not included in the proposal, applicants should provide similar information to that found in the suggested PMP format, in a presentation of your choice. Successful PMPs (or similar documentation) should include the following:

- Objectives. Programmatic objectives are statements of the condition(s) that state what the program is designed to achieve. Objectives are therefore bound by the resources and timeframe of the program and must be specific, measurable, attainable, relevant and time-bound (SMART). In addition to those outlined above, the applicant may propose other program objectives from the MODE Framework or other applicant-designed program-specific objectives.
- Indicators. Performance indicators are measures used to gauge progress toward programmatic objectives and sub-objectives. Indicators should be as specific as possible (following the SMART principles) and include any proposed disaggregations (meaning, breakdowns of the data by subgroups; the PMP lists the demographic questions required to obtain the information necessary to report the disaggregations). Each indicator should also include a target number to be achieved. A target is a planned level of result to be achieved within an explicit timeframe.
 - If you do not use the PMP format provided, note that any performance monitoring reference document the applicant submits should include the information in the column headers (Indicator Name, Definition, Target, Survey Question, etc.) in the PMP attachment at a minimum.
 - In addition to those indicators outlined in above, the applicant may propose additional custom, program-specific indicators in the PMP (ECA recommends the proposed PMPs include a minimum of one indicator for each custom programmatic objective).
 - During the period of performance of the award, the ECA program office may further revise, add, or remove indicators. Therefore, the applicant's PMP and data collection instruments should be flexible enough to incorporate those once established.

Award recipients are responsible for collecting indicator data only on participant outcomes during the period of performance of the award itself (see the PMP for guidelines as to when these data collection efforts should occur). ECA will measure outcomes of ECA participants at one, three, five, and 10 years after the exchange has ended to capture the long-term outcomes of ECA programming unless otherwise specified in the NOFO and/or POGI. In this instance, the recipient will be responsible for coordinating with ECA on any alumni surveys to de-duplicate

questions and minimize potential survey fatigue.

Regardless of the survey platform used, **all** MODE Framework survey questions outlined above are **required** (i.e., should be forced response); please see the Consent Language in the MODE Framework **Indicator Book** for more information on how to convey this to participants/survey respondents.

Program Performance M&E Narrative

Proposals should include information within the program narrative section(s) that outlines how the applicant intends to measure the indicators listed above. This will be separate from the PMP and should include but not be limited to:

- An overview of resources available to the applicant that outline the team structure and responsibilities surrounding performance monitoring.
- The mechanism(s) through which surveys and other data collection tools (if applicable) will be administered, including which platform will be used, and when and how surveys will be advertised to participants – detailing strategies to ensure adequate survey response rates (<https://app.box.com/s/pn6tavvg7sh064i502fzap49ox63y38a>), and to reduce selection and non-response bias.
- A brief explanation of data analysis and reporting procedures.
- An overview of a proposed learning plan and feedback loops to ensure that the Grant Officer (GO)/Grant Officer Representative (GOR) are informed on performance monitoring issues at regular intervals.

Nonmandatory Use of the Qualtrics MODE Survey Builder Data Collection System

ECA has created a guided tool (the MODE Survey Builder) within the Qualtrics survey platform for ECA implementing partners to generate surveys to facilitate the seamless collection and reporting of MODE Framework data. The MODE Survey Builder offers implementing partners a guided workflow that will generate a ready-to-send MODE survey, allows the addition of custom survey questions, and offers a standard report template for a quick overview of survey results that can be submitted in MyGrants (see section below) to fulfill RPM Reporting Requirements. Use of the Qualtrics survey platform can be utilized at no cost to implementing partners. Additional information about the MODE Survey Builder can be found here: <https://app.box.com/s/jjr98hmx6deorxj3lwgaxjrwdfec2r91> and here: <https://www.youtube.com/watch?v=Jus4fRqOTcM>. You can propose use of an

alternate survey tool or use the MODE Survey Builder, but if you are utilizing the MODE Survey Builder, you must indicate such in your proposal.

MyGrants RPM Reporting Requirements

MyGrants is a database solution that serves as the official system of record for all U.S. Department of State and ECA awards. The Results Performance Monitoring (RPM) module within MyGrants is an extension module that enables users to report performance monitoring data in the same system where they currently manage federal assistance actions. As part of ECA's efforts to streamline data collection and management, the recipient(s) of this award will be required to input performance reporting data outlined in this solicitation into the MyGrants RPM. The data stored in the MyGrants RPM will provide ECA with a bureau-wide, uniform M&E reporting tool that is already linked with other elements of the awards familiar to existing awardees.

7. Allowable Costs.

Non-Participant Support/Overhead and Staffing Costs:

- a. Staff salaries and benefits. Each staff person must be listed separately.
- b. Provide the percentage of time spent on the program.
- c. Other direct expenses
- d. Indirect costs
- e. Media and Digital Production Costs: Allowable expenses for creating digital and media content that highlights program outcomes and impact.

Participant Support Costs:

- a. Fellowship costs including, but not limited to, honoraria for speakers, educational materials, lodging, room rental(s), welcome and farewell events, and participant admissions;
- b. Closing event costs;
- c. Sub-awards;
- d. Travel costs including, but not limited to, round trip international airfare, visa travel, ground transportation, domestic travel, and other transit costs;
- e. Per participant allowances including baggage allowance, travel allowance
- f. (\$100), book and cultural allowance (\$200), and meals and incidentals;
- g. Alumni Programming/follow-on activities, including seed grants, reciprocal Exchanges, etc.;
- h. Tax withholding;

- i. Wire transfer fees;
- j. Consultant fees;
- k. Web hosting;
- l. Communications (i.e., participant cell phones or sim cards);
- m. Recruitment and outreach materials;
- n. Medical expenses;
- o. Medical costs related to pandemics/ public health emergencies, including but not limited to, testing and medically required quarantine (outside of medical facilities covered under ASPE);
- p. Reasonable accommodations; and
- q. Other cost categories as necessary

Please refer to the Solicitation Package for complete budget guidelines and formatting instructions.

8. Cost Share.

ECA encourages applicants to provide maximum levels of cost sharing and funding in support of its programs. When cost sharing is offered, it is understood and agreed that the applicant must provide the amount of cost sharing as stipulated in its proposal and later included in an approved agreement. Cost sharing may be in the form of allowable direct or indirect costs. For accountability, you must maintain written records to support all costs which are claimed as your contribution, as well as costs to be paid by the Federal government. Such records are subject to audit. The basis for determining the value of cash and in-kind contributions must be in accordance with the Office of Management and Budget's Guidance 2 CFR Parts 200 and 600, entitled the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards. In the event you do not provide the minimum amount of cost sharing as stipulated in the approved budget, ECA's contribution may be reduced in like proportion.

9. Freedom and Democracy Guidelines.

Public Law 104-319 provides that "in carrying out programs of educational and cultural exchange in countries whose people do not fully enjoy freedom and democracy," the Bureau "shall take appropriate steps to provide opportunities for participation in such programs to human rights and democracy leaders of such countries." Public Law 106 - 113 requires that the governments of the countries described above do not have inappropriate influence in the selection process. Proposals should reflect advancement of these goals in their program contents, to the full extent deemed feasible.

10. Virtual Exchange Component.

When changing political, health, environmental, or other similar circumstances require a suspension or halt of in-person activities and where ECA determines that a virtual alternative is appropriate and viable, award recipients should demonstrate the ability and capacity to transition from in-person to virtual exchanges. Proposals should demonstrate the organization's capacity to provide innovative options for virtual activities to substitute for in-person engagement for program participants. Organizations should consider how they will implement virtual exchange activities, given the potential limits to internet access from participants in some locations and while continuing to advance foreign policy objectives and achieve lasting benefits for U.S. citizens and international participants.

In addition to planning for virtual exchange activities if in-person programming is prohibited, ECA welcomes innovative ideas on how organizations can leverage virtual programming technologies during or in addition to in-person programming. ECA encourages organizations submitting proposals in response to this solicitation to suggest one or more virtual exchange components to complement the in-person exchange. The virtual exchange component(s) could come before, during and/or after the physical exchange. The objective for the virtual exchange component(s) is to augment the impact of the in-person exchange described in this solicitation. ECA encourages organizations to propose virtual exchange ideas that take advantage of ECA's existing web and social networking platforms. Virtual exchange components would be coordinated with and approved by the ECA program office and U.S. missions abroad on a project-by-project basis.

11. Communications Guidance for ECA Recipients.

All ECA Recipients must adhere to the requirements in [ECA's Communications Guidance](#) on the creation of program branding and attribution, websites, social media, and press.

12. Celebration of America's Semiquincentennial.

ECA is excited to play a key role in making the Semiquincentennial – commonly known as "Freedom 250" – a truly global celebration. As the period of performance for this award is scheduled to cover part or all of calendar year (CY) 2026, the applicant may wish to consider ways the program can celebrate Freedom 250. Any Freedom 250 focused activities or plans will be subject to ECA approval and direction, and changes may be requested by ECA. Use of any ECA-provided

Freedom 250 brand elements will be subject to advance ECA approval and require adherence to Department of State and ECA guidelines for such branding.

13. Substantial Involvement

In a cooperative agreement, the Department of State will play a substantial role in program planning, coordination, and oversight beyond routine grant monitoring. The Department, through the Bureau of Educational and Cultural Affairs (ECA), will provide strategic direction to ensure the program aligns with U.S. foreign policy priorities and advances America's interests in the Indo-Pacific region. ECA staff will participate in key stages of program design and implementation, including the review and approval of program materials, participant selection, placement coordination, reciprocal exchanges, and alumni engagement activities. The Department will also facilitate coordination with U.S. embassies and consulates to ensure integration with ongoing public diplomacy initiatives and to maximize policy impact.

In a cooperative agreement, the Department is substantially involved in program activities above and beyond routine monitoring, as follows:

- 1.) Closely monitor the recipient's performance through site visits, desk audits, mandatory performance and financial reports, consultations, and other forms of communication. (Additional details regarding monitoring and oversight of the program by ECA representatives will be provided at the time the base-year award is made.)
- 2.) Review and evaluate all quarterly or semi-annual program and financial reports.
 - a. All program and financial reporting requirements must be current and up to date before ECA will consider soliciting a renewal proposal.
 - b. Any/all concerns, issues, or modifications requested by the Grants Officer or Program Officer to the original program design or method of implementation must be responded to in writing.
 - c. The ECA Grants Officer and Program Officer will review and advise of ECA's approval or disapproval of the response before issuing subsequent NCCs.

D. Application Contents and Format

Please read the complete announcement before sending inquiries or submitting proposals.

Applicants must follow all instructions in the Solicitation Package, including the Proposal Submission Instruction (PSI) document, which contains guidelines for proposal preparation.

1. Budget Format.

Applicants must submit a budget (SF-424A), detailed line-item budget, and a budget narrative.

2. Content of Application.

Please see the Proposal Submission Instructions (PSI) for information about the application and formatting guidelines.

E. Submission Requirements and Deadlines

1. Address to Request Application Package.

The entire Solicitation Package may be downloaded from the Grants.gov website at <https://www.grants.gov> or from the ECA website at <https://www.state.gov/eca-grant-opportunities/>.

2. Department of State Contacts

For questions about this announcement, contact: Susannah Wood, U.S. Department of State, Office of Citizen Exchanges, ECA/PE/CE/GL, (202) 957-8308, WoodST@state.gov.

All correspondence with ECA concerning this solicitation should reference the title and funding opportunity number listed at the top of this solicitation. Please read the complete announcement before sending inquiries or submitting proposals. Once the deadline has passed, ECA staff may not discuss this competition with applicants until the proposal review process has been completed.

The terms and conditions published in this solicitation are binding and may not be modified by any ECA representative. Explanatory information provided by ECA that contradicts published language will not be binding.

3. Unique Entity Identifier (UEI) 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.

All federal award recipients must maintain a current registration in the SAM database. Recipients must maintain accurate and up-to-date information in www.SAM.gov until all program and financial activity and reporting is completed on any issued award. Recipients must review and update the information at least annually after the initial registration and more frequently if required information changes or another award is granted. There is no cost associated with registering or updating SAM.gov accounts.

For more detailed instructions for registering with SAM, refer to:

<https://sam.gov/content/entity-registration>

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.

b. Required Registration with MyGrants.

All ECA award recipient organizations and recipient contacts and signatories must be registered with the U.S. Department of State's MyGrants system by accessing <https://mygrants.servicenowservices.com> and clicking the "create an account" link. MyGrants is the U.S. Department of State's grants management system and is supported by the Department's Integrated Logistics Management System (ILMS). Recipient organizations and recipient contacts and signatories that have previously used MyGrants as a U.S. Department of State award recipient do not need to register again. If the organization is not able to access the system, please contact the ILMS Help Desk for help in gaining access.

Support for Recipient Organizations and recipient contacts and signatories is available 24 hours, 7 days a week (except federal holidays), and can be reached at 1-888-313-ILMS (4567) or through the ILMS Self Service Portal at <https://afsism.servicenowservices.com/ilms/>.

3. Submission Instructions.

Method of Submission

Applications may only be submitted electronically through Grants.gov (<https://www.grants.gov>). Complete solicitation packages are available at Grants.gov in the "Search Grants" portion of the system.

Grants.gov Registration, Application Submission, and Receipt Procedures

Eligible organizations should follow the instructions available in the 'Get Started' portion of the site (<https://www.grants.gov/applicants/grant-applications/how-to-apply-for-grants>).

How to Register to Apply through Grants.gov

Applicants should read instructions carefully and prepare the information requested before beginning the registration process. Reviewing and assembling the required information before beginning the registration process will alleviate last-minute searches for required information.

The registration process can take up to four weeks to complete. Therefore, registration should be done in sufficient time to ensure it does not impact your ability to meet required application submission deadlines. Applicants should check with appropriate staff within their organizations immediately after reviewing this NOFO to confirm or determine their registration status with Grants.gov.

Organization applicants can find complete instructions here:

<https://www.grants.gov/applicants/applicant-registration>

How to Submit an Application to ECA via Grants.gov

For access to complete instruction on how to apply for Notice of Funding Opportunities on Grants.gov, refer to: <https://www.grants.gov/applicants/grant-applications/how-to-apply-for-grants>

Grants.gov Support and Submission Issues

Direct all questions regarding Grants.gov registration and submission issues to:

Grants.gov Customer Support

Contact Center Phone: 800 -518-4726

Business Hours: 24 hours a day, 7 days a week; closed on federal holidays.

Email: support@grants.gov

4. Submission Dates and Times.

Application Deadline Date

Friday, May 1, 2026, EST

Applicants have until 11:59 p.m., Washington, DC time of the closing date to ensure that their entire application has been uploaded to the Grants.gov site. There are no exceptions to the above deadline. Applications uploaded to the site after the application deadline date and time will be automatically rejected by the Grants.gov system and will be found technically ineligible.

Therefore, we strongly recommend that you begin the submission process through Grants.gov well in advance of the application deadline.

Proof of timely submission is automatically recorded by Grants.gov. An electronic date/time stamp is generated within the system when the application is successfully received by Grants.gov. The applicant Grants.gov Authorized Organization Representative (AOR) will receive an acknowledgement of receipt and a tracking number (GRANTXXXXXXXX) from Grants.gov with the successful transmission of their application. Applicant AORs will also receive the official date/time stamp and Grants.gov Tracking number in an email serving as proof of their timely submission.

When ECA successfully retrieves the application from Grants.gov, Grants.gov will provide an electronic acknowledgement of receipt of the application to the email address of the applicant with the AOR role. Again, proof of timely submission shall be the official date and time that Grants.gov receives your application. Please also be mindful of any Grants.gov generated error messages that may appear during the application process as they may result in some documents not transmitting correctly.

Applicants using slow internet should be aware that transmission can take some time before Grants.gov receives your application. Grants.gov will provide either an error or a successfully received transmission in the form of an email sent to the applicant with the AOR role. The Grants.gov Support Center reports that some applicants end the transmission because they think that nothing is occurring during the transmission process. Please be patient and give the system time to process the application.

The Grants.gov website includes extensive information on all phases/aspects of the Grants.gov process, including an extensive section on frequently asked questions, located under the "Applicant FAQs" section of the website. ECA strongly recommends that all potential applicants review thoroughly the Grants.gov website, well in advance of submitting a proposal through the Grants.gov system. ECA will not notify you upon receipt of electronic applications.

PLEASE NOTE: ECA bears no responsibility for applicant timeliness of submission or data errors resulting from transmission or conversion processes for proposals submitted via Grants.gov. Prior to submitting applications through Grants.gov, please ensure you meet all Grants.gov system and software requirements, including Adobe software compatibility. You can verify if your version of the Adobe software

is compatible with Grants.gov, by visiting <https://grants.gov/applicants/adobe-software-compatibility>.

It is the responsibility of all applicants submitting proposals via the Grants.gov web portal (<https://www.grants.gov>) to ensure that proposals have been received by Grants.gov in their entirety, and ECA bears no responsibility for data errors resulting from transmission or conversion processes.

5. Funding Restrictions for this Announcement.

a. 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).

b. 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:

- i. 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;
- ii. 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.

c. Certification Regarding Compliance with 20 U.S.C. 1011f and Any Other Applicable Foreign Funding Disclosure Requirements for Institutions of Higher Education (IHE)

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:

- 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.

d. **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:

- 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(a);

The recipient has implemented a Trafficking in Persons compliance plan to prevent activities described in 2 CFR 175(a) and is compliant with it; and compliance plan must be consistent with the requirements of 2 CFR 175(b)(4) and (5).

- That the recipient has procedures to prevent activities described in 2 CFR 175(a) and to monitor, detect, and terminate any subrecipient, contractor, subcontractor, or employee of the recipient engaging in them.

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.

e. **Prohibition on Unmanned Aircraft Systems Manufactured or Assembled by American Security Drone Act-Covered Foreign Entities**

(a) *Definitions.*

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>

FASC-prohibited unmanned aircraft system means an unmanned aircraft system manufactured or assembled by an American Security Drone Act-covered foreign entity.

Unmanned aircraft means an aircraft that is operated without the possibility of direct human intervention from within or on the aircraft .

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:

- (1) delivering any FASC-prohibited unmanned aircraft system, which includes unmanned aircraft (i.e., drones) and associated elements;
- (2) Operating a FASC-prohibited unmanned aircraft system in the performance of the award; and
- (3) 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.

1. Applications must be submitted electronically through Grants.gov.
2. All proposals must contain a SF-424, executive summary, proposal narrative, budget (SF-424A), detailed line-item budget, and budget narrative.
3. Key Personnel
 ECA recommends that the applicant identify intended key personnel positions via an asterisk (*) or other marking in the proposal budget, budget narrative, or a separate appendix. If not provided in the application, recipients must submit the names, titles, roles and experience/qualifications of key personnel involved in the program to the Grants Officer and GOR within 30 days of an award being issued. Applicants should also identify what proportion of their time will be used in support of the program. Additional information regarding key personnel requirements can be found in the State Department's Standard Terms and Conditions.
- d. Intergovernmental Review of Applications
 Executive Order 12372 does not apply to this program.

F. Application Review Information

1. Review Process.

ECA will check that all proposals meet the technical requirements in this solicitation. Proposals that do not meet the guidelines, including those under the eligibility section above or in the PSI, will be ineligible for further review.

All *eligible* proposals will be reviewed by the program office before being reviewed by an ECA grant panel. Applications may also be reviewed by Public Diplomacy sections overseas, State Department regional bureaus, or other State Department offices, as appropriate. All reviewers, including the ECA grant panels, will review any eligible proposals based on the criteria below.

Proposals recommended by an ECA grant panel will be reviewed for compliance with Federal and Bureau regulations and guidelines, and assessed for risk. Final funding decisions are made by the ECA's Assistant Secretary. Only an ECA Grant Officer has the final authority to issue assistance awards.

2. Review Criteria.

An ECA grants panel will competitively evaluate all technically eligible applications according to the criteria stated below. These criteria are not rank ordered, and all carry equal weight in the proposal review.

- a. **Quality of the program idea:** Proposals should be original, well-defined, and relevant to ECA's mission.
- b. **Program planning and purpose:** Proposals should have a detailed agenda and work plan that demonstrates your institution's ability to carry out the program. The plan should follow the program guidelines described in this solicitation and should be likely to provide maximum impact in achieving the proposed results. Proposals should clearly state the program's aims and purpose and demonstrate how your institution will meet them.
- c. **Multiplier effect/impact:** Proposals should strengthen long-term partnerships between countries, including sharing of information and creating long-term institutional and individual linkages.
- d. **Institutional Capacity and Record/Ability:** Proposals should include the necessary personnel and institutional resources to achieve the program results. The proposal should demonstrate an institutional record of successful exchange programs and responsible fiscal management along with the internal controls in place to manage federal funds. ECA will consider the past performance of prior ECA recipients, including the timely submission of reports, and the demonstrated potential of new applicants.
- e. **Follow-on Activities:** Proposals should provide a plan for continued follow-on activity after the ECA supported program ends, ensuring that programs are not isolated events.
- f. **Performance Monitoring and Evaluation (M&E):** Proposals should have a fully developed M&E plan that includes goals, objectives, and indicators. The plan should be feasible and aligned with the M&E section of this solicitation. Proposals should include a realistic learning plan that outlines how your organization plans to review, understand, and incorporate M&E data into programmatic decisions and practices. All submitted M&E plans will be reviewed to ensure the applicant has provided at least the required information outlined in the M&E section of this solicitation and demonstrated the applicant's capacity to carry out the M&E plan.
- g. **Cost-effectiveness and cost share:** Proposals should keep the overhead components of the proposal, including salaries and honoraria, as low as possible. All costs should be necessary and appropriate. Proposals should

maximize cost share through other private sector support and institutional direct funding contributions.

3. 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.

4. Risk Review

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

5. 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) (see 41 U.S.C. 2313)

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

6. Award Notices

Final awards cannot be made until funds have been appropriated by Congress, allocated and committed through internal ECA procedures. Successful applicants will receive a Federal Assistance Award (FAA) from an authorized Grants Officer in

ECA's Grants Division. The FAA and the original proposal with subsequent modifications (if applicable) shall be the only binding authorizing document between the recipient and the U.S. Government. The FAA will be signed by a Grants Officer and transmitted to the recipient's responsible officer (as identified in the application) for review and countersignature. The recipient may only start incurring project expenses beginning on the start date shown on the fully signed award document.

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. If a proposal is selected for funding, the Department of State has no obligation to provide any additional future funding.

Unsuccessful applicants:

Unsuccessful applicants will receive notification of the results of the application review from the ECA program office coordinating this competition following the completion of the review process.

Payment Method:

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

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.

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 proposals for funding, as applicable to specific programs, pursuant to this NOFO 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.

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. All reports must be submitted in a timely manner.

For planning purposes, applicants can expect to provide ECA with an electronic copy of the following required reports:

- a. **Performance Progress Reports (PPRs)** shall be required at a minimum annually and no more frequently than quarterly. Annual, quarterly, or semi-annual reports shall be due 30 days after the reporting period. All reports and supporting documentation must be uploaded by the recipient as a Post Award Activity under the corresponding record for this award in MyGrants.
- b. **The Federal Financial Reports** (FFR SF-425/SF-425a) must be submitted through the U.S. Department of Health and Human Services' Payment Management System (PMS). The electronic version of the FFR can be accessed at: <https://www.grants.gov/forms/forms-repository/post-award-reporting-forms>. Once a financial report has been approved by the Department, the recipient must upload the approved report to MyGrants, in the same manner specified for the programmatic reports. Failure to comply with these reporting requirements may jeopardize the recipient's eligibility for future awards.
- c. Required **MODE data** (see Program Performance Monitoring and Evaluation section) shall be required at a minimum annually and no more frequently than quarterly. MODE data reporting shall be due 30 days after the reporting period. The frequency of these reports will be determined by ECA/P/MELI and the Program Officer. Either a standard report template (if using the MODE Survey Builder) or aggregate data and the raw data file (if Recipient uses their own survey platform) must be uploaded by the Recipient as an RPM Performance Report under the corresponding record for this award in MyGrants.
- d. A **final program and financial report** no more than 120 days after the period of performance of the award ends or termination of the award.
- e. **Program Data Requirements:** Award recipients will be required to maintain specific data on program participants and activities in an electronically

accessible database format that can be shared with ECA as required. At a minimum, the data must include the following:

- Name, address, contact information and biographic sketch of all persons who travel internationally on funds provided by the agreement or who benefit from the award funding but do not travel.
- Itineraries of international and domestic travel, providing dates of travel and cities in which any exchange experiences take place. Final schedules for in-country and U.S. activities must be received by the ECA Program Officer at least three workdays prior to the official opening of the activity.

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

Adherence To All Regulations Governing the J Visa

ECA places critically important emphasis on the security and proper administration of the Exchange Visitor (J visa) Programs and adherence by award recipients and sponsors to all regulations governing the J visa. Therefore, proposals should demonstrate the applicant's capacity to meet all requirements governing the administration of the Exchange Visitor Programs as set forth in 22 CFR 62, including the oversight of Responsible Officers and Alternate Responsible Officers, screening and selection of program participants, provision of pre-arrival information and

orientation to participants, monitoring of participants, proper maintenance and security of forms, record-keeping, reporting and other requirements.

ECA will be responsible for issuing DS-2019 forms to participants in this program.

A copy of the complete regulations governing the administration of Exchange Visitor (J) programs is available at <http://j1visa.state.gov> or from:

Office of Private Sector Exchange Designation
U.S. Department of State
SA-5, Floor C2, Room C2L13
2200 C Street, NW
Washington, DC 20522