

**U.S. Department of State
Bureau of Near Eastern Affairs
Office of Assistance Coordination**

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Enhancing U.S.-Jordanian Bilateral Partnerships and Exchanges
Opportunity Number: *SFOP0008763*

Key Information:

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Date Opened:	March 22, 2022
Deadline for Questions:	April 28, 2022
Application Deadline:	May 31, 2022
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Federal Agency Contact:	NEA-Grants@state.gov

Funding Opportunity Synopsis

Jordan is a close friend, invaluable ally, and an essential strategic partner of the United States on a wide range of shared concerns and regional challenges. The U.S. Embassy in Amman is committed to enhancing Jordan's economic and political stability. The connections between the Jordanian and American people run deep. Whether cultural heritage preservation, cutting-edge scientific research, or business opportunities, these ties benefit the Jordanian economy. Our programs improve the livelihoods of Jordanians and give them critical job skills for the 21st century. The U.S.-Jordanian relationship is stronger than ever and we will continue to work with our Jordanian partners on many issues affecting Jordanians.

Because of the longstanding relationship between the United States and Jordan, there are significant opportunities to engage in advancing Mission goals and providing assistance to Jordan. Through this funding announcement, the U.S. Department of State's Bureau of Near Eastern Affairs, Office of Assistance Coordination (NEA/AC) aims to fund projects which focus on the following objectives: 1) English language learning for increased employability; 2) Government of Jordan's strategic communication capability; 3) Jordan's ability to implement its cultural heritage strategy to protect antiquities, disrupt trafficking, and support the tourism sector; 4) professional development opportunities for next-generation Jordanian leaders; and 5) Jordanian higher education networks to promote economic diversification and engagement in the global economy. These projects would enhance and build stability in Jordan and contribute to advancing the following goals: increase the Jordanian public's knowledge of U.S. policy, values, and commitment to Jordan; build an informed cohort of diverse, rising influencers across society and government; galvanize all Jordanians, especially young people, women, and marginalized groups, to devise solutions to Jordan's challenges and get involved constructively in civil society, government, or business; and improve cooperation and innovation in Jordanian higher education institutions to respond to private sector demands and prepare students for employment in expanding sectors of Jordan's economy. Proposals should pay special attention to the requirements for submission unique to each of the six priority areas listed under the 'Funding Opportunity Description' section of the NOFO.

All applications must be submitted in English. Complete information on how applicants can submit proposals for this opportunity can be found in Section VI below.

Applicants should read this NOFO in its entirety before writing their proposal and should refer to the full Evaluation Criteria provided in Section VII while drafting all materials.

Eligible Countries and Territories

In this announcement, we seek to support projects in **Jordan**. Please note: Applications that focus on activities in countries and territories other than those listed will NOT be considered.

Background Information about NEA/AC

The U.S. Department of State's Bureau of Near Eastern Affairs, Office of Assistance Coordination (NEA/AC) offers Economic Support Fund (ESF) assistance to groups and

individuals striving to bring about positive change in the Middle East-North Africa region. The Assistance Coordination Office works in 20 countries and territories, partnering with governments, civil society organizations (CSOs), community leaders, youth and women activists and private sector groups to advance their efforts. Competitively selected projects aim to foster participatory governance, economic reform, and educational advancement in response to local interest and needs.

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APPENDIX 3 — Application Guidance

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APPENDIX 5 — Gender Analysis Template

FUNDING OPPORTUNITY DESCRIPTION

The Bureau of Near Eastern Affairs' Office of Assistance Coordination (NEA/AC) seeks proposals in any one of the six policy priority areas listed below.

1. Leadership Exchange Program
2. American Language Centers
3. Cultural Heritage Property National Inventory
4. Access to Work
5. Government-Wide Strategic Communication Capacity Building
6. University Cooperation Network

Please read each section carefully to understand the distinct requirements and parameters of each specific priority area. Applicants may submit only ONE proposal for a given priority area. If an applicant would like to be responsive to more than one priority area, they must submit a unique proposal for EACH priority area to which they intend to apply. Single proposals covering multiple policy priority areas will be disqualified from consideration in their entirety.

PRIORITY AREAS:

1. Leadership Exchange Program

Funding Mechanism Type:	Cooperative Agreement, Grant, or Fixed Amount Award
Estimated Number of Awards	One (1)
Estimated Total Funding	\$2,500,000
Estimated Award Ceiling	\$2,500,000
Estimated Award Floor	\$1,500,000
Estimated Length of Project Period	36 - 48 months

Problem Statement:

Helping young Jordanians learn the skills and gain the experience needed to support their countries' stability is a tangible, long-term way to achieve mutually beneficial goals. Person-to-person connection, including internships, academic study, cultural exchange, and project development and execution, is the strongest way to build relationships and transfer experience. A dearth of programs focusing on practical skills and experience reveal the need

to build a new exchange program exposing Jordanians to effective, efficient ways to expand their economy, bolster their civil society, and help the Jordanian public more clearly understand the benefits of bilateral cooperation.

Achievable Objectives:

A successful project will result in:

- Deeper understanding of cutting-edge theory and practice in the following disciplines:
 - i. Business / Entrepreneurship
 - ii. Civil Society
 - iii. Community Engagement
 - iv. Women's Empowerment
 - v. Diversity, Equity, Inclusion, Accessibility
 - vi. Civic Participation
 - vii. Public Health
 - viii. Environment / Climate Change
- Acquisition of tangible leadership and professional skills to drive success in the Jordanian private sector economy.
- Practice in interdisciplinary cooperation and teambuilding on a community and regional level.
- Solidify concepts of self-motivation, independence, collaborative problem solving, and civic participation.
- Deepen the ability, motivation, and creativity with which Jordanians tackle foundational community challenges without relying on government intervention.
- Expose the next generation of Jordanian leaders and activists to new ideas and strategies that produce concrete and tangible action.

Project Design:

Funds are available to support a project which includes a weeks-long exchange program with significant interaction with American youth and civic organizations. Proposals should outline programs for imparting exchange program objectives, including critical thinking and problem solving skills, entrepreneurship and creative business development, civic education and responsibility, diversity awareness and tolerance, and the values of active civic engagement.

Project activities ***shall*** include:

- a. Four-to-six week exchange program for young, English-speaking Jordanian professionals to visit the United States. The exchange program should be held annually for three consecutive years and include at least 20 participants per annual cohort. Proposals must include all pertinent details related to the execution of the exchange program including recruitment of participants, pre-departure orientation and training, management of all logistical details, and post-exchange evaluation activities or assessments.

Elements of the exchange program should include, but are not limited to, the following:

- Internship / shadowing experience at relevant, community-based organizations;
 - Visits to organizations / institutes working in any of the disciplines noted above;
 - Meetings with youth organizations;
 - Visits, homestays, and activities with American families;
 - Volunteer work with community organizations;
 - Participation in cultural programs.
- b. Award of small micro-grants to Jordanian participants for follow-on projects focused on community-based solutions to local / regional issues and in partnership with American counterparts who would come to Jordan as part of an abbreviated reciprocal exchange.
- c. Networking and leadership conference for all exchange program graduates.

Project activities ***should*** include:

- a. Arabic-language option of the exchange program with priority to place participants in Arab-American communities in the United States.

Project beneficiaries ***shall*** include:

- a. At least 60 young, English-speaking Jordanian professionals between the ages of 21 to 35 years old.
- b. Participants who have at least one year of experience in any of the disciplines noted above.
- c. At least 50% of the participants should be female.
- d. Significant percentage of participants recruited from areas outside of Amman.

Specific eligibility requirements for applicants:

- a. Non-governmental organizations (NGOs) either based in Jordan or with local partner(s) in Jordan.
- b. Educational institutions, including not-for-profit universities either based in Jordan or with local partner(s) in Jordan.
- c. All applicants not based in Jordan must demonstrate previous experience and/or ability to operate in Jordan.

2. American Language Centers

Funding Mechanism Type:	Cooperative Agreement
Estimated Number of Awards	Three to five (3-5)

Estimated Total Funding	\$2,000,000
Estimated Award Ceiling	\$2,000,000
Estimated Award Floor	\$1,500,000
Estimated Length of Project Period	24 - 36 months

Problem Statement:

The need for high-quality, affordable English language instruction in Jordan is clear, with the few institutions currently catering to the hunger for English in Amman being out of reach for most Jordanians due to both cost and location. By establishing a network of American Language Centers throughout Jordan, the U.S. Embassy will not only improve the English proficiency of Jordanians but also target the specific English skills needed to develop professionally. Students can prepare for employment and entrepreneurship opportunities in a classroom environment that emphasizes critical thinking, active participation, and freedom of expression.

Achievable Objectives:

A successful project will result in the establishment of an American Language Center which would be part of a network of centers with reach that extends beyond the capital Amman, and will give Jordanians the skills they need for success in the workplace. These centers will also reach beyond traditional English learning in Jordanian schools and focus instead on fluency over accuracy, communicative teaching methods, active student participation, ‘English for Specific Purposes’ courses, and cultural outreach programs.

Project Design:

Funds are available to support project(s) which can establish at least four American Language Centers as part of a network across Jordan which will be sustainable for the long-term beyond the period of performance of this award. Eligible applicants may submit proposals for the establishment of a single center in a specific location, or for the establishment of multiple centers in a number of locations throughout Jordan.

Project activities ***shall*** include:

- a. New American Language Center(s) which would be part of a network of centers throughout Jordan.

Details of the proposed center(s) should include, but are not limited to the following:

- Recruitment plan for qualified English teachers and prospective students;
- Curriculum development with emphases on promoting critical thinking, active participation, and freedom of expression;
- Course offerings on ‘English for Specific Purposes’, e.g. tourism, journalism, test prep;
- Integration of online resources and tools to supplement classroom learning;
- Designated spaces like library-type or café-style environments for access to resources and conversational practice;

- Inclusion of cultural outreach programs in coordination with the U.S. Embassy in Amman.
- b. Long-term sustainability plans which may include student fee schedules, recruitment and retention initiatives, and/or additional revenue streams.

Project activities ***should*** include:

- a. Prioritization of locations for centers in Amman, Irbid, Zarqa, and Aqaba.
- b. Use of existing community spaces (governmental or non-governmental) as much as possible to reduce cost and promote accessibility.
- c. Measures to ensure small class sizes, preferably 20 or fewer students per class.

Project beneficiaries ***shall*** include:

- a. At least 50% of the students should be female.

Specific eligibility requirements for applicants:

- a. Non-governmental organizations (NGOs) either based in Jordan or with local partner(s) in Jordan.
- b. Educational institutions, including not-for-profit universities either based in Jordan or with local partner(s) in Jordan.
- c. All applicants not based in Jordan must demonstrate previous experience and/or ability to operate in Jordan.

3. Cultural Heritage Property National Inventory

Funding Mechanism Type:	Cooperative Agreement, Grant, or Fixed Amount Award
Estimated Number of Awards	One (1)
Estimated Total Funding	\$2,000,000
Estimated Award Ceiling	\$2,000,000
Estimated Award Floor	\$1,500,000
Estimated Length of Project Period	60 months

Problem Statement:

Prior to the onset of the global pandemic in early 2020, tourists flocked to Jordan each year by the millions—5.3 million in 2019 alone, a 9% jump from the year before. The top draw for these tourists, and the \$1.7 billion they poured annually into the Jordanian economy prior to the

pandemic, was the plethora of Jordan's rich cultural heritage sites and antiquities. U.S. government support for Jordan's cultural heritage sites and objects leads directly to local employment in the tourism, travel, hospitality, and service sectors—crucial to combating Jordan's high rate of youth unemployment.

In December 2019, the United States and Jordan signed a bilateral cultural property protection MOU which better enables the United States to return stolen and trafficked antiquities to Jordan. However, while the GOJ and USG acknowledge the importance of the MOU itself, both sides agree that its effectiveness will be hampered without a comprehensive, searchable, national inventory of moveable cultural heritage property items. This inventory would facilitate the prompt identification, verification, and return of Jordan's illicitly trafficked antiquities.

Achievable Objectives:

A successful project will result in a comprehensive national database which includes a uniform inventory of moveable cultural heritage property in Jordan.

Project Design:

Funds are available to support project(s) which can create a platform that will serve as an accessible, dynamic, and searchable database to not only inventory cultural heritage property but also be used as a tool to identify, intercept, and return trafficked, stolen, and illicitly sold cultural heritage property items to Jordan.

Project activities ***shall*** include:

- a. Establishment of a comprehensive national database system to inventory cultural heritage property in Jordan. Database must have functionality to be an effective tool for identification and verification of stolen or trafficked antiquities.
- b. Management and maintenance of the inventory database for at least four years after its inception. This includes migration of data from existing database(s) and strict controls on access to the database.
- c. Official partnership with the Government of Jordan to facilitate support for the inventory.
- d. Long-term sustainability plans to ensure the viability of the database beyond the life of the award.

Project activities ***should*** include:

- a. Partnership(s) with other relevant stakeholder(s) to promote information sharing and use of the inventory as a tool to prevent the illicit trafficking of antiquities.

Specific eligibility requirements for applicants:

- a. Non-governmental organizations (NGOs), including not-for-profit universities, either based in Jordan or with local partner(s) in Jordan.
- b. All applicants not based in Jordan must demonstrate previous experience and/or ability to operate in Jordan.

4. Access to Work

Funding Mechanism Type:	Cooperative Agreement, Grant, or Fixed Amount Award
Estimated Number of Awards	One (1)
Estimated Total Funding	\$1,500,000
Estimated Award Ceiling	\$1,500,000
Estimated Award Floor	\$1,000,000
Estimated Length of Project Period	24 - 36 months

Problem Statement:

English language is a key to more educational and professional opportunities for Jordanians. In Jordan, English is taught as a foreign language using a traditional, grammar-based approach. Jordanian students learn English through the classical teaching method of translating word by word, and they have little exposure to professionally trained English language instructors. In Jordan, the English language teaching at public educational institutions is mostly a teacher-centered approach. This approach encourages students to depend heavily on teachers and often results in students becoming uncomfortable and non-responsive. There are private schools and centers where one can receive quality English language. However, many from disadvantaged communities have few resources to receive competent English language instruction.

Achievable Objectives:

A successful project will result in an effective English for the workplace program – “Access to Work” – that will include, in addition to English for Specific Purposes, a significant focus on developing an awareness of the Jordanian job market, developing interviewing and CV skills, and entrepreneurship.

Project Design:

Funds are available to support project(s) which implement a two-year development program for at least four cohorts of no more than 20 students each (80 total) to improve their English, promote skills for the workplace, foster critical thinking, and encourage career development that makes candidates competitive for jobs in Jordan’s economy.

Project activities ***shall*** include:

- a. Two-year development program for at least 80 working-age participants in class sizes not greater than 20 students per class from disadvantaged and/or underserved regions of Jordan.

Elements of the development program shall aim to enhance employability skills and should include, but are not limited to, the following:

- Intensive English lessons which are free of charge;
 - Curriculum which enhances English proficiency as well as critical thinking skills;
 - Programs which focus on development of professional skills, e.g. resume writing, interviewing, career planning;
 - Activities which allow participants to use their skills to give back to their communities.
- b. Professional development and exposure to new opportunities for the program's teachers and alumni.

Project beneficiaries ***shall*** include:

- a. At least 80 young, working-age Jordanian participants.
- b. Participants from disadvantaged and/or underserved areas outside of Amman.
- c. At least 50% of the participants should be female.

Specific eligibility requirements:

- a. Non-governmental organizations (NGOs) either based in Jordan or with local partner(s) in Jordan.
- b. Educational institutions, including not-for-profit universities, either based in Jordan or with local partner(s) in Jordan.
- c. All applicants not based in Jordan must demonstrate previous experience and/or ability to operate in Jordan.

5. Government-Wide Strategic Communication Capacity Building

Funding Mechanism Type:	Cooperative Agreement, Grant, or Fixed Amount Award
Estimated Number of Awards	One (1)
Estimated Total Funding	\$1,250,000
Estimated Award Ceiling	\$1,250,000
Estimated Award Floor	\$1,000,000
Estimated Length of Project Period	24 - 36 months

Problem Statement:

The Government of Jordan (GOJ) is working to improve its strategic communication capabilities, especially in developing a deeper bench of trained and empowered ministerial spokespersons and strategic communication experts who can execute coordinated inter-ministerial strategic communication campaigns and improve crisis response. As the GOJ continues to press forward on policy solutions to complicated challenges, it will rely heavily on its cadre of trained and fully supported communication experts to maintain public support.

In addition, there is a lack of a suitable media space, including at the Prime Ministry, for government communications and media sessions. The current facilities and the lack of supporting technology limits the government's capacity to produce in-house social media or other video to best amplify its strategic messaging, or to provide realistic training opportunities.

Achievable Objectives:

A successful project will result in more effective communication by the GOJ to engage with its citizenry and provide a new, more modern communications hub which will greatly enhance and contribute to this effort.

Project Design:

Funds are available to support project(s) which provide media and communications training to career communications staff within the GOJ and create a multi-purpose media space to enhance the GOJ's capacity for strategic messaging.

Project activities ***shall*** include:

- a. Trainings for communications professionals within the GOJ. The trainings should include at least three separate cohorts of professionals with varying levels of responsibilities within the GOJ ranging from senior level officials to social media coordinators.

Elements of the training should include, but are not limited to, the following:

- On-camera interviewing skills;
- Strategic communication planning and coordination;
- Rapid response strategies and crisis response;
- Media coaching for principals or senior officials;
- Media analysis and understanding public opinion data;
- Managing media teams;
- Engaging with international partners and international media;
- Basic social media training;
- Supporting freedom of expression.

- b. Identification and development of media space for use by the Media Ministry of the GOJ.

Details of the proposed media space should include, but are not limited to, the following:

- Capacity to conduct live briefings with media in attendance;
 - Training space for use by GOJ officials;
 - Media studio with associated technical room for production and editing;
 - Multi-purpose space which can be configured for a variety of purposes, e.g. on-camera interviews, podcast production, and/or meetings.
- c. Development of post-training work plans in conjunction with the GOJ to integrate further training opportunities and use of the media space for continued professional development beyond the life of the award.

Project activities ***should*** include:

- a. Professional certificate for completion of training in coordination with the GOJ.
- b. Professional networking opportunities both within the GOJ and with outside media organizations / professionals.

Project beneficiaries ***shall*** include:

- a. Professionals from the GOJ either currently working in communications or will soon be occupying communications-related positions within the government.
- b. Significant percentage of the training participants should be female.

Specific eligibility requirements:

- a. Organizations, including for-profit entities as well as entities based outside of Jordan, with expertise in media management and experience in providing training on a wide range of topics related to developing media and communications professionals.
- b. All applicants not based in Jordan must demonstrate previous experience and/or ability to operate in Jordan.

6. University Cooperation Network

Funding Mechanism Type:	Cooperative Agreement, Grant, or Fixed Amount Award
Estimated Number of Awards	One (1)
Estimated Total Funding	\$750,000
Estimated Award Ceiling	\$750,000
Estimated Award Floor	\$500,000
Estimated Length of Project Period	48 - 60 months

Problem Statement:

In 2018, the U.S.-Jordanian University Cooperation Network (UCN) formalized collaboration between ten U.S. universities and all ten public Jordanian universities. UCN members have ongoing collaboration in areas including campus internationalization, research partnerships, and the challenges to higher education posed by the COVID-19 crisis.

Several Jordanian universities maintain formal or informal relationships with American universities. Many of these agreements are driven by personal relationships between academics or the leadership at universities, but unfortunately, there is no clearinghouse of information about all partnership agreements existing between U.S. and Jordanian universities. It appears that many MOUs signed in past years are not currently active or effective in promoting joint activities or other kinds of partnerships. There is a need now to formalize and institutionalize this collaboration which will directly benefit the Jordanian higher education sector through information-sharing on areas including, but not limited to, campus internationalization, higher education curriculum reform, and instituting education-to-employment best practices.

Achievable Objectives:

A successful project will result in institutionalization and formalization of the UCN to build on current and previous relationships between universities in the United States and Jordan, ensure sustainability of the UCN for the long-term future, and expand both its member universities and associated initiatives/activities. It will also enable universities in Jordan to offer curriculum that incorporates the demands of the private sector and workforce needs to prepare students for employment in vital and growing sectors of the Jordanian economy. By institutionalizing and formalizing the UCN, Jordanian students will have access to these areas of expertise and career development resources, which they will leverage for professional opportunities in the Jordanian economy. Priority areas of collaboration include public health, tourism/hospitality, robotics/artificial intelligence, workforce preparedness, education-to-employment, practical curriculum development, binational research partnerships, expansion of higher education access opportunities, and campus internationalization.

Project Design:

Funds are available to support project(s) which result in the formalization and expansion of the University Cooperation Network that better connect Jordanian universities to U.S. universities to help increase Jordanian universities' access to expertise and resources critical to expanding professional opportunities for Jordanian students.

Project activities ***shall*** include:

- a. Formalization, promotion, and management of the UCN by at least one dedicated, full-time employee of the recipient organization.
- b. Expansion of the existing UCN partnerships including, but not limited to, inclusion of private universities in Jordan and additional initiatives which provide Jordanian

universities with in-depth access to American universities' know-how, thereby strengthening the Jordanian higher education sector through bilateral collaboration on higher education.

Project activities ***should*** include:

- a. Recruitment plan for engaging with potential partner universities in the United States and Jordan.
- b. Expenditure plan using funds from this award to support initiatives by partner universities.

Specific eligibility requirements:

- a. Not-for-profit or non-governmental organizations with a focus on higher education either based in Jordan or with local partner(s) in Jordan.
- b. All applicants not based in Jordan must demonstrate previous experience and/or ability to operate in Jordan.

For all priority areas, the following activities and costs are **NOT ALLOWED** under this announcement:

- Social welfare projects;
- Paying to complete activities begun with other funds;
- Activities that appear partisan or that support individual or party electoral campaigns;
- Academic or analytical research (if not necessary as part of a larger project);
- Medical and psychological research and clinical studies;
- Projects of a commercial or profit-making nature;
- Cultural presentations, cultural research, cultural clubs, or festivals, etc.; and
- Entertainment costs (e.g., receptions, social activities, ceremonies, alcoholic beverages, guided tours).

NOTE: Applications that include any of these activities or costs above may be eliminated at the Technical Eligibility Review stage and will not advance to the Merit Review Panel.

GENDER INTEGRATION

NEA/AC requires that all activities fully address gender considerations, ensuring that both men and women benefit from support where applicable, and that gender awareness is a built-in component of project activities. This should be documented through gender analysis in the project narrative that identifies any relevant gender gaps and ways the proposed activities will address those gaps. Proposals should demonstrate how addressing relevant gender gaps will enhance the project's goals and objectives. A Gender Analysis Template has been provided in Appendix 5. Applicants who are unfamiliar with integrating gender in foreign assistance programming should view the training video located here:

https://encompassworld.com/elearningfiles/DOS/DOS_Gender_Integration_E-Course/story_html5.html

DEFINITIONS

N/A

MEASUREMENT OF RESULTS

Applicants shall provide a logic model or a theory of change to demonstrate how the proposed project (including activities, the project design, and the surrounding context) will achieve the stated objectives. The logic model or theory of change statements can be generated using the template in Appendix II. Please see Section VI below for more information.

Successful applicants will work with the NEA/AC program and monitoring and evaluation (M&E) teams to create a Results Monitoring Plan based on the proposed logic model / theory of change to measure qualitative and quantitative indicators as part of the award negotiations process. The successful applicants will be responsible for collecting data against these indicators, which will be monitored throughout the period of performance of the award to gauge necessary modifications to the project's design, and assess the results of the project's success in meeting expected outcomes.

All projects funded as a result of this NOFO will be required to complete a final evaluation of the project at the end of the period of performance with support from the NEA/AC M&E team. Successful applicants will dedicate between 3% and 5% of their total budget to monitoring and evaluation. Selected applicants are required to have project information available for up to twelve months after the project closeout for the NEA/AC and Embassy Amman team to evaluate long-term outcomes.

AWARD INFORMATION

Funding Mechanism Type:	Cooperative Agreement, Grant, or Fixed Amount Award
Estimated Number of Awards:	Six to ten (6 - 10)
Estimated Total Program Funding:	\$10,000,000
Estimated Award Ceiling:	See specific priority area information
Estimated Award Floor:	See specific priority area information
Cost-Sharing or Matching:	Encouraged; NOT Required

Estimated Length of Project Period:**24 – 60 months**

Contingent on the availability of funds, approximately \$10,000,000 in Economic Support Funds for approximately six to ten (6 – 10) awards will be awarded through this announcement. If selected to receive an award, an applicant will be awarded funds for up to 24 – 60 months, depending on the activities and countries proposed. The estimated start date for these projects is October 1, 2022.

NEA/AC reserves the right to award more or less than the estimated program funding, and reserves the right to award funding under this announcement for a period of up to two years after the announcement's close date.

This request for full applications **does not** constitute an award or commitment on the part of the U.S. government to make any awards, **nor does it commit the U.S. government to pay for costs incurred in the preparation and submission of an application.**

Non-Competing Continuation

Continuation grants funded under these awards, beyond the initial budget period, will be contingent upon the availability of funds; grantee's progress in meeting grant requirements, including timely submission of required reports and compliance with all terms and conditions of the award; timely submission of a request for additional funding; and a determination that continued funding would be in the best interest of the Department of State.

Pending successful implementation of this project for the initial estimated length of time as indicated above, and pending the availability of funds in subsequent fiscal years, NEA/AC may extend this grant for additional time, not to exceed a five year total project period. Please note that this NOFO requires that applicants submit additional budget materials to plan for potential out-years of non-competing continuations. See Section VI Application and Submission Information for more details.

SUBSTANTIAL INVOLVEMENT

For purposes of the **American Language Centers** award ONLY, NEA/AC responsibilities for the cooperative agreement may include:

- Hiring and training of teachers
- Selection of course materials
- Development of recruitment plans
- Approval of branding and signage
- Programming of cultural outreach
- Input into management decisions including daily operations
- Additional coordination with the U.S. Embassy in Amman, as needed

ELIGIBILITY INFORMATION

All applicants will be screened by NEA/AC to determine whether they meet all of the program eligibility requirements detailed below.

NOTE: Applications that do not demonstrate that they meet all of the eligibility requirements in Section A and Section B will not advance past the Technical Eligibility Review stage and may be deemed ineligible for funding under this announcement. Nothing can be added to an application once the competition deadline has passed.

A. ELIGIBLE APPLICANTS

Please refer to the specific policy area for eligibility requirements

A.1. Prime Applicant

To be considered for funding under this opportunity, applicants SHALL:

- Have demonstrable previous experience working in Jordan. This should be addressed within the project narrative section of your application.
- Meet ALL of the registration requirements listed below.
- Meet any requirements listed as MANDATORY in *Additional Eligibility Considerations*, below.

REGISTRATION REQUIREMENTS

To apply for NEA/AC (Federal) funding, organizations, whether based in or outside the U.S., must have a Unique Entity Identifier (UEI) number, often referred to as a DUNS number, and an active account with the System for Award Management (SAM). Applicants who do not meet all registration requirements are NOT eligible for funding under the opportunity.

UEI Number

All applicants must have a Unique Entity Identification (UEI) number.

Up to April 3, 2022, entities that are not already registered in SAM.gov and who wish to do business with the federal government need to obtain and/or use a UEI (DUNS) to register their entity on SAM.gov.

To obtain a UEI DUNS number, please follow the steps below:

Go to <http://fedgov.dnb.com/webform/pages/CCRSearch.jsp>.

Select the country or territory where your organization is physically located. Complete and submit the form. Organizations will need to provide basic information, including physical and mailing addresses, name and title of the chief executive, primary Standard Industrial Code (SIC) (https://www.osha.gov/pls/imis/sic_manual.html), and annual revenue. **For technical difficulties** in obtaining this number, please contact D&B at: govt@dnb.com.

On and after April 4, 2022, entities can register in SAM.gov and will be assigned their Unique Entity ID (SAM) within SAM.gov. Entities will no longer obtain or use a UEI (DUNS) for entity registration or reporting.

System for Award Management (SAM)

SAM is a U.S. government wide registry of vendors doing business with the Federal government and requires annual renewal. The system centralizes information about grant applicants/recipients, and provides a central location for grant applicants/recipients to change organizational information.

Further, each applicant must maintain an active account, with current information, while its application is under consideration for funding. To keep an active SAM.gov account, an applicant must renew it at least once each year. **If an organization's account expires, the organization cannot submit a grant application until it is renewed.**

To create a new SAM account, go to <https://sam.gov/content/entity-registration>.

Organizations must have a UEI number and a CAGE number (US Domestic Organizations) or a NCAGE number (Foreign Organizations), to create an account. The CAGE code will be issued by SAM.gov. Overseas entities must request a NCAGE code at <https://eportal.nspa.nato.int/Codification/CageTool/request-new-cage>.

For help with SAM.gov, please visit their support page at <https://www.fsd.gov> or contact them at: 866-606-8220 (U.S.) or +1-334-206-7828 (international).

Note: Obtaining an active SAM.gov registration may take **12 - 15 business days** to complete the process of creating an account in the system.

ADDITIONAL ELIGIBILITY CONSIDERATIONS

Cost-Sharing or Matching

There is no minimum or maximum percentage required for this competition. However, NEA/AC encourages applicants to provide maximum levels of cost sharing and funding in support of its programs.

Cost-sharing or matching is not an evaluation criteria of this NOFO.

APPLICATION AND SUBMISSION INFORMATION

A. APPLICATION DOCUMENTS

All applications must include the application components detailed below. **All application documents must be submitted in English.** Applicants may submit only one application per

priority area. Applicants must clearly identify which specific priority area the application addresses. Please refer to Section B below for additional submissions guidance and requirements.

NOTE: Applications that do not include all the required documentation described in Section 1 below will not advance past the Technical Eligibility Review stage. Further, applications that exceed the allowable page limits will not be reviewed by the review panel. **Applicants may not add any materials to an application once it has been submitted and the competition deadline has passed.**

A.1. Required Documents

Federal Assistance Application Forms (SF-424, SF424a, and SF-424b)

Applicants must complete each of these forms online to be considered for funding. The SF-424B is only required for those applicants who a) have not registered in SAM.gov or b) have not recertified their registration in SAM.gov since February 2, 2019.

If an organization has an active registration in SAM.gov that was either created or updated **on or after** 2/2/2019, then the applicant does **NOT** need to submit the SF-424B because their registration or recertification will have included the necessary information.

Guidance on how to complete the SF-424 and SF424a is provided in Appendix 3. NOTE: In addition to following all guidance outlined below regarding application materials, applicants are strongly encouraged to review the Application Evaluation Criteria section of this NOFO closely as they prepare their proposal. The Evaluation Criteria section is the rubric by which each application will be scored.

Project Narrative

The Project Narrative describes the efforts the applicant will undertake to address the priorities and goals of this announcement. It may **be no longer than 15 pages**. More details on preparing the Project Narrative are provided in Appendix 3. **Applicants are strongly encouraged to review Appendix 3 before preparing their Narrative.**

Budget & Budget Narrative Submission

Applicants must provide the following three elements as part of their budget submission:

- Summary Budget
- Detailed Line-Item Budget
- Budget Narrative

There is no page limit for this section of an application. A sample fillable template can be found in Appendix 1. This template includes three tabs: The first tab includes written guidance on preparing the **Budget Narrative**. Applicants are strongly encouraged to create their Budget Narrative in Word and submit as either a Word Doc or PDF file. Please note that the

Budget Narrative should include designations of who is considered Key Personnel for this project. As defined in the Department of State Standard Terms and Conditions (for assistance awards, Key Personnel means, "...key professional and supervisory personnel; i.e., the members of the professional staff in a program supervisory position engaged for or assigned to duties under the award." The second tab has the template for the **Summary Budget**. This tab will auto-fill as you complete the Detailed Line-Item Budget, which can be found on the third tab. The third tab is where you can fill in the template for the **Detailed Line-Item Budget** as stated above. **NOTE: Applicants are strongly encouraged to use the same format as provided in the template, and to submit summary and detailed line-item budgets in Excel form, and the Budget Narrative as either a PDF or Word file.** If the applicant does not use the template, the applicant must ensure that their submission includes all elements outlined in the sample. The template, which includes more detailed instructions, can be found in Appendix 1. **Applicants are strongly encouraged to review Appendix 1 before preparing their Budget and Budget Narrative.**

Logic Model

Applicants shall provide a logic model or theory of change to demonstrate how the proposed project (including activities, the project design, and the surrounding context) will achieve the stated objectives. The logic model or theory of change statements can be generated using the template in **Appendix 2**. **NOTE: Applicants are strongly encouraged to use the same format as found in the sample.** If the applicant does not use the template, the applicant must ensure that their submission includes all elements outlined in the sample. This section **may be no longer than 3 pages**.

Project Timeline

Applicants must provide an overall breakdown of the order and timeframe in which all project activities will take place. This item should provide a macro snapshot of what will take place from beginning to end of the project. Applicants must ensure that the timeline of activities/events corresponds with details provided in the Project Narrative and Logic Model / Theory of Change. This section **may not exceed two (2) pages**.

Job Descriptions / Biographical Info for Key Personnel Positions

For each position designated as key personnel for this project, applicants must provide the following:

1. If the position is already filled: Provide brief biographical information summarizing the person's qualifications, as well as a brief description of the roles or responsibilities pertaining to this project.
2. If the person to fill a key position has not yet been hired: Provide a brief summary of the job description, which should include a description of the roles and responsibilities pertaining to this project, as well as a description of qualifications of eligible candidates.

NOTE: If an applicant is proposing sub grant partner(s) as part of their project design, **Key Personnel/Positions of the sub grantee must also be included.** This section of the application **may not exceed five (5) pages.**

Negotiated Indirect Cost Rate Agreement

Applicants proposing indirect costs in the Budget greater than a 10% de minimis rate must provide a copy of their Negotiated Indirect Cost Rate Agreement (NICRA). This item will not be counted toward any page limits.

Sustainability Plan

The sustainability plan outlines how the proposed project will be sustained beyond the initial award period. More information on preparing the Sustainability Plan is provided in Appendix 3. Sustainability Plans **may not exceed two (2) pages.**

A.2. Optional Documents

Applicants may submit additional documents for consideration with their application. These documents are not required and there is a 10-page limit for this section of the application. Below are examples of some additional documents an applicant may wish to submit.

1. **Letters of Agreement or Letters of Intent:** Applicants proposing partner organizations and/or government bodies should include Letters of Intent or Letters of Agreement from their proposed partners.
2. **Organizational Chart:** The organizational chart outlines the clear lines of responsibility and authority in the applicant organization to include budgeted level of effort listed by each person.
3. **Security, Risk Mitigation, & Contingency Planning Summary:** This item should provide detail regarding the applicant's intended due diligence to assess and mitigate risks, and put in place adequate security measures to ensure the safety and well-being of project staff, participants, and partners, if applicable. This should include specific actions by the applicant to ensure risks are adequately and routinely assessed, and that security measures are commensurate with operational concerns specific to the locale. The applicant should also include a contingency plan that highlights potential challenges and limitations to project implementation in the operating environment and propose contingency plans should program activities be impacted. Please note that this section should not be limited to physical security and risk but should cover any applicable factors relevant to the given operating environment. This section **may not exceed five (5) pages.**
4. **Results Monitoring Plan (RMP):** This item should outline how the proposed project will capture and measure data that demonstrates progress toward achieving the specific project objectives. The RMP can be generated using the template in Appendix 4. This section **may not exceed four (4) pages.**

NOTE: Applicants must adhere to all maximum allowed page counts. Applications that exceed any of the allowable page limits will not advance past the Technical Eligibility Review stage.

B. APPLICATION FORMATTING REQUIREMENTS

The required font is 12-point, Times New Roman. All application documents must be single spaced, with all margins (left, right, top, and bottom) of at least one inch each. Also, applicants should ensure all pages in the application package are numbered consecutively and meet the page limit requirements outlined in Section VI above. **The Standard Forms 424 (SF-424, SF-424a, and SF-424b) are excluded from the page numbering.**

It is strongly recommended that applicants submit grant applications using Microsoft Office. If applicants do not have access to Microsoft Office products, Adobe PDF files may be submitted.

C. SUBMITTING AN APPLICATION

Applicants must submit their application electronically using either Grants.gov OR SAMS Domestic. Both systems require that the applying organization have an account with the system and both require a UEI number and SAM.gov account as detailed in Section V. **It is the responsibility of the applicant to ensure they have an active account and will be able to submit its application. Applicants must select one of these systems to submit their application; do not submit an application through both systems.** NEA/AC is not in a position to grant exceptions to these requirements.

The application process is not complete until the applicant receives notification that its application has been validated and forwarded to the granting agency (NEA/AC). Please allow sufficient time for entering the application into these systems. It is the responsibility of the applicant to monitor its application to ensure that it is successfully received and validated.

Grants.gov

Grants.gov is a single portal for applicants to find and apply to U.S. government funding opportunities. Creating an account with this system is a five-step process: 1) obtain a UEI number; 2) create an account with the System for Award Management; 3) create a profile, including username and password; 4) obtain Authorized Organization Representative (AOR) authorization; and 5) track AOR status. This process can take 10 business days or longer, even if all the steps are completed in a timely manner. **To create an account, go to www.grants.gov and click on the “Register” link, located at the top, right-hand side of the page.**

SAMS Domestic

SAMS Domestic is a comprehensive grants management system that allows applicants to apply for, manage, and report on the use of U.S. government funds for multiple programs, accessed online at mygrants.service-now.com.

To create an account, go to <http://mygrants.service-now.com>, and click the “create an account” hyperlink, located above the user name prompt. Users will be directed to a page entitled “User Registration Request;” complete the online form and click the “Submit” button. Users will receive an activation email entitled “Verify Your Grants Account Registration;” click the activation link within the email to receive a username and password.

SAMS Domestic has Quick Tours available to educate users about the system. These documents can be found on the Support tab upon logging into the system.

D. SUBMISSION DATES AND TIMES

Applications must be time stamped before 17:00:00 eastern time (ET) on May 31, 2022. There will be no grace period, and any application not received by the application deadline will be deemed ineligible and will not advance to be reviewed. **Each applicant is encouraged to submit an application far enough in advance of the deadline so that the applicant can alert NEA/AC (nea-grants@state.gov) of any technical difficulties and allow sufficient time to resolve difficulties before the deadline.** Although NEA/AC will work with applicants to resolve technical issues, it is not in a position to grant exceptions to the submission requirements outlined in this announcement.

FUNDING LIMITATIONS, RESTRICTIONS, AND OTHER CONSIDERATIONS

A. AWARDS TO COMMERCIAL FIRMS OR FOR-PROFIT ORGANIZATIONS

The Department of State prohibits profit under its assistance awards to commercial organizations. No funds will be paid as profit to any recipient that is a commercial organization. Profit is defined as any amount in excess of allowable direct and indirect costs. The allowability of costs incurred by commercial organizations is determined in accordance with the provisions of the Federal Acquisition Regulation (FAR) at 48 CFR Part 31. Program income earned by the recipient may be:

- added to the total of the amount of this award, including the required cost sharing or matching, and use it to further eligible project objectives;
- used to meet the Recipient’s cost sharing or matching requirement;
- OR deducted from the total project or program allowable cost in determining the net allowable costs on which the federal share of costs is based.

AUDIT REQUIREMENTS

Domestic and foreign organizations that expend \$750,000 or more in a fiscal year in federal assistance must perform an independent, recipient-contracted Single Audit or Program Specific

Audit. (**Program-specific Audit** means an audit of one Federal award program. **Single Audit** means an audit which includes both the entity's financial statements and the Federal Awards to be conducted in accordance with Generally Accepted Government Auditing Standards (GAGAS). The audits must be independently and professionally executed in accordance with GAGAS either prescribed by a government's Supreme Audit Institution with auditing standards approved by the Comptroller General of the United States, or the host country's laws or adopted by the host country's public accountants or associations of public accountants, together with generally accepted international auditing standards. However, foreign entity audits consistent with International Standards for Auditing or other auditing standards are acceptable with the Grants Officer's approval. More information can be found at <https://www.gao.gov/assets/700/693136.pdf>

For sub-non-Federal entities expending \$750,000 or more in Department of State award funding during their fiscal year, Department of State standard audit provisions require that Prime non-Federal entities certify that audits of sub-non-Federal entities are performed annually and according to the standards described above. The cost of audits required under this policy may be charged either as an allowable direct cost to the award OR included in the organizations established indirect costs in the award's detailed budget.

COMPLIANCE WITH APPLICABLE FEDERAL FUNDING REGULATIONS AND DOS TERMS AND CONDITIONS

Payment of funds awarded under this Notice of Funding Opportunity will not be disbursed until the DOS has been assured that the Recipient's financial management system will provide effective control over and accountability for all Federal funds in accordance with 2 CFR 200 and 2 CFR 600 as applicable. Awards issued under this NOFO are subject to the Department of State Standard Terms and Conditions (<https://www.state.gov/wp-content/uploads/2019/10/U.S.-Department-of-State-Standard-Terms-and-Conditions-10-01-2019508.pdf>) and 2 CFR 200 and 2 CFR 600 as applicable.

APPLICATION REVIEW AND SELECTION PROCESS

A. APPLICATION EVALUATION CRITERIA

Achievable Objectives (30 points)

Each of the project objectives listed above (in Section I) are clearly addressed.

- Impact and Effectiveness: The applicant describes the project's potential contribution to solving the problem addressed in the problem statement and achieving results.
- Timeframe: The applicant describes realistic results to be accomplished within the timeframe of the proposed award.
- Beneficiaries: The applicant clearly identifies the anticipated beneficiaries and explains how the project's objectives will positively affect them.
- Milestones: The applicant provides realistic milestones to indicate progress toward goals and objectives as described in the program announcement.

- M&E: The applicant explains how monitoring and evaluation activities will be carried out throughout the award's period of performance and who will be responsible for them.

Project Design (40 points)

The applicant clearly describes how each proposed project activity will address each of the objectives outlined in the requested priority area above (Section I).

- Responsiveness to NOFO: Explain how the proposed activities respond to the objectives listed in the NOFO.
- Rationale: To justify how the proposed activities will achieve the above objectives in this context.
- Project Management: Clear description of how the project will be managed in terms of initiation, planning, implementation and closing.
- Partnerships and Buy-ins: The applicant addresses how the project will engage or obtain support from relevant stakeholders and identifies any local partners.
- Feasibility: The applicant proposes activities that are feasible, and are also practical, and/or experiential in nature to encourage innovation.
- Beneficiaries Selection Criteria and Process: The applicant explains how participants will be selected (e.g., criteria for selection, selection process).
- Duplication: The applicant acknowledges if activities similar to those proposed are already taking, or have taken place previously, and provides an explanation as to how proposed new activities will not duplicate or merely add to existing/recent activities.
- Contingency Plan: The applicant articulates programming assumptions and potential challenges to project implementation and proposes contingency plans.
- Division of Labor: The application describes the division of labor among the applicant and any partners.
- Marginalized Populations: The applicant identifies and addresses support for marginalized populations in all proposed activities and objectives and provides specific means for their inclusion.
- Gender Considerations: The applicant includes gender analysis in the project narrative that identifies relevant gender gaps and ways the proposed activities will address those gaps. Proposals should demonstrate how addressing relevant gender gaps will enhance the program's goals and objectives and how the project will benefit both men and women.

Organizational Capacity (20 points)

- The applicant demonstrates experience (e.g., has previously worked and/or has established contacts/partners) in the proposed country/territory/region.
- The applicant demonstrates an institutional record of successful programs in the content area proposed.
- The applicant demonstrates capacity for responsible fiscal management of donor funding (e.g., successful management of a previous sub-award or grant).
- The applicant demonstrates the ability to meet monitoring and evaluation requirements.

- The applicant has adequate staffing and demonstrates the capacity to manage the proposed project.

Staff and Position Specifications (10 points)

- Pre-identified key staff members, including volunteers, demonstrate experience working in the country/territory/region proposed, in the proposed content area, and with participants from that area (e.g., language skills, cultural understanding).
- A description of the roles of each person or position on the project – whether staff, partner, consultant, or volunteer – demonstrating that the project will be sufficiently staffed but will avoid redundancy or duplication of effort.
- A job description, including hiring criteria, is provided for each open key position.

Budget & Budget Narrative (Acceptable or Not Acceptable)

- The costs proposed are reasonable in relation to the proposed activities and anticipated results, which are clearly explained in the budget narrative.
- The budget provides details of calculations, including estimation methods, quantities, unit costs, and other similar quantitative detail sufficient for the calculation to be duplicated.
- The preponderance of the budget is spent on supporting the project participants/activities in country.
- The budget includes costs dedicated to management, monitoring, and evaluation, and any costs needed for further gender analysis and for addressing gender gaps.
- Adequate travel costs are proposed.
- The budget demonstrates a reasonable cost per participant.
- The budget accounts for monitoring and evaluation costs.

REVIEW AND SELECTION PROCESS

NEA/AC is committed to ensuring a competitive and standardized process for awarding funding. Applications will be screened initially in a Technical Eligibility Review stage to determine whether applicants meet the eligibility requirements outlined in Section V and have submitted all required documents outlined in Section VI. Applications that do not meet these requirements will not advance beyond the Technical Eligibility Review stage and will be deemed ineligible for funding under this NOFO.

NEA/AC reserves the right to have all applications deemed to be technically eligible undergo a Subject Matter Expert (SME) review prior to the Merit Review Panel. Applications that do not pass SME review will not proceed to the Merit Review Panel.

All applications that proceed to the Merit Review Panel will be evaluated by U.S. government and non-governmental subject matter and/or country-specific experts and will be rated on a 100-point scale. Point values for individual elements of the application are presented in Section VIII. Panel Reviewers' ratings, and any resulting recommendations, are advisory.

Final award decisions will be influenced by whether the application meets NEA/AC's programmatic goals and objectives, how it supports the Department's overarching foreign policy priorities, and the geographic distribution of the top-ranking applications.

ADMINISTRATION INFORMATION

A. AWARD NOTICES

Applicants who do not advance beyond the Technical Eligibility Review stage will be notified 30 business days after the closing of the announcement. The authorized representative and program point of contact listed on the SF-424 will receive the notification via email. If an applicant does not receive such a notification, their submission was put forward for review.

NEA/AC expects to notify applicants who proceeded past the Technical Eligibility Review stage about the status of their application by September 30, 2022. Final awards cannot be made until funds have been appropriated by Congress, allocated and committed through internal bureau procedures. Successful applicants will receive a Federal Assistance Award (FAA) from the bureau's Grants Office. 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 an authorized Grants Officer and transmitted to the recipient's responsible officer identified in the application. NEA/AC reserves the right to award funding to applicants under this announcement for a period of up to two years after the announcement's close date.

REPORTING REQUIREMENTS

Reporting is critical to effective program management and oversight. Reports are required as a means of evaluating the recipient's progress and utilization of resources. They are divided between a performance progress report and a financial status report.

Recipients will, at a minimum, be required to submit Quarterly Performance Reports (QPR) and a Quarterly Financial Report (QFR). The QPRs will compare actual to planned performance and indicates the progress made in accomplishing each assistance award tasks/goals noted in the grant agreement and will contain analysis and summary of findings, both quantitative and qualitative, for key indicators. The QFRs provide a means of monitoring expenditures and comparing costs incurred with progress.

Recipients must report ***immediately*** when a program faces unplanned delays in implementation, fails to meet program targets or milestones, or costs increase. Any changes or revisions to the approved budget require prior approval from the NEA/AC Grants Officer.

Recipients are required to report program and beneficiary achievements on a quarterly basis (or provide written confirmation that there is no related news for the given quarter) beginning with second quarter's program report.

TRAVEL NOTIFICATIONS

Successful applicants will be required to provide prior notification of all international travel as a requirement of their agreement. This includes travel which is already included in the approved budget and Scope of Work. The purpose of this notification is to enable NEA/AC to inform the relevant U.S. Embassy or post of the recipient's intent to travel. The recipient must notify the Grants Officer at least three (3) business days prior to any travel. The Grants Officer reserves the right to advise against specific travel arrangements for security-related reasons.

APPLICANT VETTING AS A CONDITION OF AWARD

N/A

SPECIAL PROVISION FOR PERFORMANCE IN A DESIGNATED COMBAT AREA (SPOT) REQUIREMENTS

N/A

BRANDING AND MARKING REQUIREMENTS FOR GRANTEES

Grantees awarded under this announcement will be required to make all materials produced under the award with the standard U.S. flag in a size and prominence equal to (or greater than) any other logo or identity. Materials are defined as but not limited to: training materials, materials for recipients, or materials to communicate or promote with foreign audiences a program, event, project, or some other activity under this award, including but not limited to invitations to events, press materials, event backdrops, podium signs, etc. In addition, sub-recipients or sub-awardees are subject to the marking requirements and the grantee shall include a provision in the sub-recipient or sub-awardee's agreement indicating that the standard, rectangular U.S. flag is a requirement. Exceptions to this requirement can be discussed with NEA/AC when negotiating an award.

UEI NUMBER REQUIREMENT FOR SUB AWARDEES

All sub-awardees are required to have a UEI number. For information on obtaining a UEI number, please see Section V. B. **Proposed sub-awardees are not required to have a UEI number prior to the submission of an application but must have one prior to a sub-award being issued.**

SUB AWARDEE REPORTING REQUIREMENT

Grantees awarded under this announcement will be required to report all sub-awardees receiving funds of \$25,000 or more to <http://www.fsrs.gov>. More information about this requirement can be found at this site.

AGENCY CONTACTS

For questions regarding this funding opportunity including: completing an application, financial and grants management issues, or technical matters, contact: **nea-grants@state.gov**

All questions must be submitted in writing to nea-grants@state.gov by **April 28, 2022 at 17:00:00 eastern time (ET)**. NEA/AC will create a document of the submitted questions along with the answers and post it on SAMS Domestic and Grants.gov. Questions submitted after the deadline will not be addressed.

For questions regarding creating an account with or using grants.gov to submit an application, contact the Grants.gov Contact Center. The Contact Center is available 24 hours a day, 7 days a week, excluding Federal holidays.

Grants.gov Contact Center
(800) 518-4726
support@Grants.gov

For questions regarding creating an account or using SAMS Domestic to submit an application, contact the ILMS Help Desk. The Help Desk is available 24 hours a day, 7 days a week, excluding Federal holidays. The ILMS Help Desk utilizes a user-facing ticketing interface that allows users to submit and monitor their SAMS Domestic tickets. The ILMS Self Service Portal can be accessed by going to <https://afsitsm.service-now.com/ilms/home>.

ILMS Help Desk
(888) 313-ILMS (4567)
ILMS Self Service Portal

DISCLAIMER

The terms and conditions published in this NOFO are binding and may not be modified by any Bureau representative. Explanatory information provided by the bureau that contradicts public language will not be binding. Issuance of the NOFO does not constitute an award commitment on the part of the U.S. government. The Bureau reserves the right to reduce, revise, or increase proposal budgets in accordance with the needs of the program and the availability of funds. Awards made will be subject to periodic reporting and evaluation requirements listed in this NOFO.