



Notice of Funding Opportunity (NOFO)

# Alumni Engagement Innovation Fund 2026

U.S. Mission to Indonesia | U.S. Department of State

Opportunity number: PAS-JAKARTA-FY26-02

Application deadline: May 10, 2026, at 11:59 p.m. (WIB)

## Table of Contents

<b>A.</b>	<b>BASIC INFORMATION .....</b>	<b>3</b>
<b>B.</b>	<b>ELIGIBILITY.....</b>	<b>4</b>
<b>C.</b>	<b>PROGRAM DESCRIPTION .....</b>	<b>5</b>
<b>D.</b>	<b>APPLICATION CONTENTS AND FORMAT.....</b>	<b>6</b>
<b>E.</b>	<b>SUBMISSION REQUIREMENTS AND DEADLINES.....</b>	<b>8</b>
<b>F.</b>	<b>APPLICATION REVIEW INFORMATION.....</b>	<b>12</b>
<b>G.</b>	<b>AWARD NOTICES .....</b>	<b>15</b>
<b>H.</b>	<b>POST-AWARD REQUIREMENTS AND ADMINISTRATION.....</b>	<b>16</b>
<b>I.</b>	<b>OTHER INFORMATION .....</b>	<b>18</b>

**U.S Department of State  
U.S. Mission to Indonesia  
Notice of Funding Opportunity**

**A. BASIC INFORMATION**

*1. Overview*

<b>Funding Opportunity Title</b>	Alumni Engagement Innovation Fund 2026
<b>Funding Opportunity Number</b>	PAS-JAKARTA-FY26-02
<b>Announcement Type</b>	Initial announcement
<b>Deadline for Applications</b>	May 10, 2026, at 11:59 p.m. (WIB)
<b>Assistance Listing Number</b>	19.022
<b>Length of performance period</b>	12 months
<b>Number of awards anticipated</b>	2 awards
<b>Award amounts</b>	awards may range from a minimum of \$5,000 to a maximum of \$35,000
<b>Total available funding</b>	\$70,000 pending availability of funds
<b>Type of Funding</b>	FY26 Educational and Cultural Exchanges (ECE)
<b>Anticipated project start date</b>	August 31, 2026

**Funding Instrument Type:** Grant.

**Project Performance Period:** Proposed projects should be completed in a maximum of 12 months.

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

*2. Executive Summary*

The U.S. Department of State’s U.S. Mission to Indonesia announces the 2026 Alumni Engagement Innovation Fund (AEIF), a grant competition open to past participants (“alumni”) of U.S. government -funded or -sponsored exchange programs. We seek proposals that meet all program eligibility requirements below, from teams of at least two exchange alumni. Exchange alumni interested in participating in AEIF should submit proposals to [IndonesiaAlumni@state.gov](mailto:IndonesiaAlumni@state.gov) by May 10, 2026, at 11:59 p.m. (WIB). Please follow all instructions below.

## **B. ELIGIBILITY**

### ***1. Eligible Applicants***

- Applicants must be alumni of a U.S. government-funded exchange program (<https://alumni.state.gov/list-exchange-programs>) or a U.S. government-sponsored exchange program (<https://j1visa.state.gov>).
- Project teams must include at least two alumni.
- Alumni who are U.S. citizens may not submit proposals, but U.S. citizen alumni may participate as team members in a project.
- Alumni teams may be comprised of alumni from different exchange programs and different countries.
- U.S. Mission to Indonesia AEIF grants will be awarded only to individuals, not organizations. Not-for-profit, non-governmental organizations, think tanks, and academic institutions are not eligible to apply in the name of the organization but can serve as partners for implementing project activities.

### ***2. Cost Sharing or Matching***

Inclusion of cost-share is not a requirement and will not be considered as part of proposal evaluation. However, applicants should still consider including cost-share elements. Examples include the following: a business contributing food, an organization offering a venue at a discount or free of charge, a nonprofit organization sponsoring an activity, or an expert donating time to facilitate a seminar.

### ***3. Other Eligibility Requirements***

Applicants are only permitted to submit one proposal. If an alumni team submits more than one proposal, all proposals from that team will be considered ineligible for funding.

### ***4. This opportunity will not support:***

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

- Illegal activities

Please also refer to “Funding Restrictions” in Section E.

## C. PROGRAM DESCRIPTION

### *1. Project Background, Goals, and Objectives*

AEIF is designed to increase the impact of the U.S. government’s investment in exchange participants and programs by helping alumni develop and implement projects that support U.S. policy objectives and promote shared interests – benefiting both the United States and local communities. Since its inception in 2011, AEIF has funded over 500 alumni-led projects around the world through a competitive global competition.

This year, all AEIF projects must **celebrate and promote the 250th anniversary of the founding of the United States of America**. In addition, projects must help make the United States safer, stronger, and more prosperous. Priority will be given to projects that deliver tangible benefits to U.S. interests, elevate U.S. leadership, reinforce the United States as Indonesia’s partner of choice, and focus on one of the priority areas outlined below.

#### **Priority Areas:**

- **Security and Protection from Transnational Threats:** Projects that counter online scams, cyber fraud, illicit finance, drug trafficking, and other transnational threats through prevention-focused education and public awareness, demonstrating U.S. leadership in technology, cybersecurity, and law enforcement.
- **Artificial Intelligence, Digital Innovation, and Workforce Competitiveness:** Projects that strengthen job-relevant skills, productivity, and workforce readiness through responsible, applied use of artificial intelligence and digital technologies, while explicitly highlighting U.S. leadership and models in AI innovation, STEM education, ethical technology development, and private-sector-driven digital growth. Projects should emphasize practical applications of AI that enhance economic competitiveness, efficiency, and innovation, and reinforce the United States’ position as the global leader in advanced technologies.
- **Entrepreneurship, Innovation, and Market-Based Growth:** Projects that promote innovation and small business development by helping individuals build practical business and innovation skills. Projects should highlight the strength and competitiveness of the U.S. economy, encourage U.S. commercial diplomacy, and underline benefits to the United States – such as deterrence of illegal immigration.

**Project Audience:** Primary beneficiaries of AEIF projects may include, but are not limited to:

- Other alumni of U.S. government-funded/sponsored programs. Please refer to “Degree of Alumni Involvement” in Section F.

- Emerging leaders across Indonesia seeking to expand professional collaboration and leadership impact;
- Youth and early-career professionals developing workforce, digital, entrepreneurial, or technical skills aligned with economic growth sectors;
- Educators, entrepreneurs, civil society professionals, or public and private sector practitioners engaged in innovation, applied education, or digital security initiatives.

**Project Goal:** AEIF is designed to increase the impact of the U.S. government’s investment in exchange participants and programs by helping alumni implement projects that support U.S. policy objectives and promote shared strategic interests. All AEIF projects must celebrate and promote the 250th anniversary of the founding of the United States of America and help make the United States safer, stronger, and more prosperous; please refer to the “Priority Areas” listed above.

**Project Objectives:** All AEIF projects must align with the following overarching AEIF objectives:

- Strengthen the relationship between alumni and the U.S. government to work together on activities that address U.S. strategic interests.
- Support alumni in developing their leadership and project management capacities.

## **D. APPLICATION CONTENTS AND FORMAT**

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

### **Content of Application**

Please ensure:

- The proposal clearly addresses the goals and objectives of this funding opportunity;
- The proposal uses the official AEIF 2026 application form and addresses all questions in that form;
- All documents are in English;
- The budget is in U.S. dollars, includes a budget narrative, and is submitted using the official AEIF 2026 budget form; and
- All pages are numbered.

The following documents are **required**:

#### ***1. Mandatory “SF” application forms***

- SF-424-I (Application for Federal Assistance – individuals)
- SF-424A (Budget Information for Non-Construction Programs)
- SF-424B (Assurances for Non-Construction Programs)

These mandatory forms and their instructions can be found at <https://www.grants.gov/forms>.

Note: In SF-424A, please list “0” for “personnel” and “fringe benefits,” given the funding restrictions described in Section E.

**2. 2026 AEIF Proposal Form:** The proposal form requires the information described below. Please refer to the official AEIF 2026 proposal form for additional details.

- **Project Team Information:** The implementing team must include at least two exchange alumni members in order for a project to be considered for funding. Please list the name and contact information for all team members; describe the role each team member will play in the project; and explain the team members’ experience, qualifications, and ability to carry out those roles. Applicants need to indicate what proportion of each team member’s time will be used in support of the project.
- **Proposal Summary:** Provide a short narrative that clearly outlines the challenge or need to be addressed and the proposed project, including project objectives and anticipated impact. Keep in mind that proposal readers may not be experts on the Indonesian context.
- **Project Goals and Objectives:** Succinctly describe the overarching goal(s) (i.e., what the project is intended to achieve). List the objectives which contribute to the goal(s) (i.e., intermediate accomplishments on the way to the goals). Objectives should be specific, measurable, and realistically achievable in a set time frame.
- **Project Design and Methods:** Describe how the project is expected to work to solve the stated challenge and achieve the goal(s). Describe the plan for building on the outcome of the project (beyond the grant period); mention the availability of other funding or resources, if applicable. Note that applicants approved to move forward in the review process may be required to provide a plan or policy for safeguarding personally identifiable information (PII) of participants and beneficiaries; it is the responsibility of the recipient to ensure protection of PII and safeguard PII when collecting, maintaining, using and disseminating such information
- **Project Timeline:** Provide a timeline – in bullet-point form – for the project activities. Note project-planning time, and include dates and locations for planned activities and events.
- **Local Project Partners:** Provide a list of partners (individuals, organizations, etc.) who will support the proposed project.
- **Communication and Outreach Plan:** Describe the outreach/promotion plan for the proposed project. The plan may involve social media, websites, print news, or other forms of media you intend to use to share information about the project with beneficiaries and the public. Please note that communications should follow all branding guidelines, as provided by the U.S. Embassy in Jakarta.
- **Project Monitoring and Evaluation Plan:** Use the template to outline – in detail – how each project activity will contribute to the program’s goals and objectives.

**3. 2026 AEIF Budget Form:** Applicants must submit a detailed line-item **budget** and **budget justification** using the spreadsheet template provided.

- **Detailed Budget:** List line-item expenditures in the greatest possible detail. Follow the spreadsheet template provided. Budgets must be submitted in U.S. dollars, and final grant agreements will be conducted in U.S. dollars.
- **Budget Justification Narrative:** Explain each line-item in further detail in the “budget justification (mandatory)” section of the spreadsheet. The purpose of the budget justification narrative is to supplement the information provided in the detailed budget spreadsheet by justifying how the budget cost elements are necessary to implement project objectives and accomplish the project goals. The budget justification narrative is a tool to help reviewers fully understand the budgetary needs of the applicant and is an opportunity to provide descriptive information about the requested costs beyond the constraints of each budget line. Together, the detailed budget spreadsheet, the budget justification narrative, and the SF-424A should provide a complete financial and qualitative description that supports the proposed project plan and should be directly relatable to the specific project components described in the applicant’s proposal.

The Embassy reserves the right to request any additional programmatic and/or financial information regarding the proposal.

## **E. SUBMISSION REQUIREMENTS AND DEADLINES**

### ***1. Address to Request Application Package***

Application forms required above are available at <https://www.grants.gov/forms> (“SF” forms) and <https://id.usembassy.gov/alumni> (proposal and budget forms).

### ***2. Department of State Contacts***

If you have any questions about the grant application process, please contact [IndonesiaAlumni@state.gov](mailto:IndonesiaAlumni@state.gov).

### ***3. Submission Dates and Times***

**Submission Deadline:** All applications must be received by May 10, 2026, at 11:59 p.m. (WIB). This deadline is firm and is not a rolling deadline. If applicants fail to meet the deadline noted above, their application will be considered ineligible and will not be considered for funding.

**Submission Method:** Submit all application materials directly to the following email address: [IndonesiaAlumni@state.gov](mailto:IndonesiaAlumni@state.gov). Applicants must include the Funding Opportunity Title and Funding Opportunity Number in the subject line of the email.

### ***4. Funding Restrictions***

- AEIF 2026 does not support the following activities or costs, and the selection committee will deem applications involving any of these activities or costs ineligible:
  - Activities that take place in the United States and its territories

- b. Travel for international alumni to the United States (Note: AEIF 2026 can support travel to and from the United States for U.S. citizen alumni, with proper justification why this travel is instrumental to the success of the project.)
  - c. Staff salaries, office space, and overhead/operational expenses
  - d. Large items of durable equipment or construction programs
  - e. Alcohol, excessive meals, refreshments, or entertainment
  - f. Academic or scientific research
  - g. Charitable or development activities
  - h. Provision of direct social services to a population
  - i. Individual scholarships
  - j. Social travel/visits
  - k. Gifts or prizes
  - l. Duplication of existing programs
  - m. Institutional development of an organization
  - n. Venture capital, for-profit endeavors, or charging a fee for participation in the project
  - o. Support for specific religious activities
  - p. Fundraising campaigns
  - q. Support or opposition of partisan political activity or lobbying for specific legislation
- ii. 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 UNRWA.

- iii. Certification Regarding Compliance with Applicable Federal Anti-Discrimination Laws

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

- 1) Its compliance in all respects with all applicable Federal anti-discrimination laws is material to the government's payment decisions for purposes of section 3729(b)(4) of title 31, United States Code, and;
- 2) It does not operate any programs promoting Diversity, Equity, and Inclusion that violate any applicable Federal anti-discrimination laws. A program promoting Diversity, Equity, and Inclusion means a program whose purpose is to promote preferences based on race, color religion, sex, or national origins, such as in training or hiring.

iv. 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.].

v. Promoting Human Flourishing in Foreign Assistance (PHFFA)

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

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

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

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

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

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

vi. Pre-Award Costs

Pre-award costs are not an allowable expense for this funding opportunity.

vii. Construction

Any award made as a result of this NOFO will not allow for construction activities or costs.

viii. Direct Social Services

Costs that cover and provide direct social services, such as welfare, charity, health or economic relief, are unallowable. Medical assistance, such as costs to include medical professionals (including but not limited to doctors, nurses, and psychiatrists) to participate in the project activities are not allowed

**5. Other Submission Requirements: Copyrights and Proprietary Information**

If any of the information contained in your application is proprietary, please note in the footer of the appropriate pages that the information is Confidential – Proprietary. Applicants should also note what parts of the application, program, concept, etc. are covered by copyright(s),

trademark(s), or any other intellectual property rights and provide copies of the relevant documentation to support these copyrights.

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

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

## **F. APPLICATION REVIEW INFORMATION**

### ***1. Review Criteria***

Each application will be evaluated and rated based on the evaluation criteria outlined below. The criteria are designed to assess the quality of the proposed project, and to determine the likelihood of its success.

#### **Quality and Feasibility of the Program Idea**

The proposal demonstrates originality and outlines clear, achievable objectives that align directly with the priorities and requirements of the NOFO. Specifically, the proposal provides sufficient information on how the activities will celebrate and promote the 250th anniversary of American independence. It details how the project will defend freedom of speech and/or help make the United States safer, stronger, and more prosperous.

The proposal explains any relevant local context of which the selection committee may not be aware.

Finally, the proposal aligns with the following:

- The project clearly demonstrates a direct contribution to current U.S. foreign policy priorities.
- The project will positively impact America’s reputation among foreign government partners.
- The project will positively impact American’s reputation among foreign publics.
- The proposal does not include any activities contrary to the following Executive Orders:
  - Executive Order 14173: [“Ending Illegal Discrimination and Restoring Merit-Based Opportunity”](#)
  - Executive Order 14287: [“Protecting American Communities from Criminal Aliens”](#)
  - Executive Order 14168: [“Defending Women from Gender Ideology Extremism and Restoring Biological Truth to the Federal Government”](#)

### **Implementing Team Capacity and Record on Previous Grants**

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

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

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

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

Where partners are described, the applicant details each partner's respective role. Proposed personnel, institutional resources, and partners are adequate and appropriate.

### **Project Planning and Ability to Achieve Objectives**

The project plan is clear, concise, and well-developed, with sufficient detail about how activities will be carried out. The proposal specifies target audiences, participant recruitment, and geographic areas of implementation. The proposal outlines clear, achievable objectives. The proposal includes a reasonable implementation timeline. The project scope is appropriate and clearly defined.

### **Degree of Alumni Involvement**

This criterion is two-part:

1. The project must involve at least two (2) exchange alumni as project leaders. Involving additional alumni on the project team is highly encouraged. The project leaders must be closely involved in project planning and implementation and should coordinate directly with the U.S. Embassy Jakarta Public Affairs Section when implementing the project. Applicants should ensure that the proposal includes the following information for each alum team member: first name, last name, e-mail address, exchange program, country of citizenship, and roles and responsibilities.
2. The proposal includes a plan for engaging other alumni of U.S. government-funded/sponsored exchange programs, beyond the alumni team members implementing the project. During project implementation, the U.S. Embassy Jakarta Public Affairs Section can help facilitate this broader alumni involvement.

### **Participation and Support from Local Partners**

The proposal demonstrates buy-in and support in the region where the project will take place. The project should engage a broad array of local partners – such as subject matter experts, community centers, academic institutions, businesses, local/national government, non-governmental organizations, American Spaces, etc.

### **Communication, Media, and Outreach Plan**

The proposal includes a clear plan and timeline for how and when the team will share information about the project.

### **Monitoring and Evaluation**

The proposal includes a clear, logical, and thorough monitoring and evaluation (M&E) plan, using the template provided in the proposal form. The M&E plan specifies the data needed to monitor progress toward specific outputs/outcomes and details plans for data collection. Funded projects will have their plans finalized during the negotiation phase, and monitoring plans may be subject to periodic updates throughout the life of the project.

### **Project Sustainability**

The project proposal describes clearly the approach that will be used to ensure maximum sustainability or advancement of project goals after the end of project activity.

### **Budget and Budget Narrative**

The budget and narrative justification are sufficiently detailed. Costs are reasonable in relation to the proposed activities and anticipated results. The budget is realistic, accounting for all necessary expenses to achieve proposed activities. The results and proposed outcomes justify the total cost of the project. Budget items are allowable. As noted in the “important budget guidance” section of the budget template: Speaker and trainer fees should not exceed 30 percent of the requested budget, travel expenses (air, ground transportation, hotel, per diem) should not exceed 15 percent of the requested budget, and project management fees should not exceed 15 percent of the requested budget.

## ***2. Indirect Costs***

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

## ***3. Review and Selection Process***

i. Acknowledgement of receipt: Applicants will receive acknowledgment of receipt of their proposal.

ii. Review

All submissions are screened for technical eligibility. If a submission is missing any required forms/documents listed above in Section D (“Application Contents and Format”), it will be considered ineligible and will not be reviewed by the grants review committee.

A review committee at the U.S. Mission to Indonesia will evaluate all eligible applications. The applications will also be reviewed by a selection committee composed of regional and exchange program experts located at the U.S. Department of State in Washington, DC.

iii. Follow up notification: Applicants will generally be notified within 120 days after the NOFO deadline regarding the results of the review panel.

#### **4. Risk Review**

i. 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 project requirements

ii. High-Risk Designation

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

## **G. AWARD NOTICES**

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

If a proposal is selected for funding, the Department of State has no obligation to provide any additional future funding. Renewal of an award to increase funding or extend the period of performance is at the discretion of the Department of State.

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

**Payment Method:** Payments will be made in installments, as needed to carry out the program activities. Recipients will be required to request payments by completing form SF-270 (Request for Advance or Reimbursement) and submitting the form to the Grants Officer and Grants Officer Representative.

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

## **H. POST-AWARD REQUIREMENTS AND ADMINISTRATION**

### ***1. Administrative and National Policy Requirements***

Before submitting an application, applicants should review all the terms and conditions and required certifications which will apply to this award, to ensure that they will be able to comply.

These include:

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

- [Guidance for Grants and Agreements in Title 2 of the Code of Federal Regulations](#) (2 CFR), as updated in the Federal Register's 89 FR 30046 on April 22, 2024, particularly on:
  - Selecting recipients most likely to be successful in delivering results based on the program objectives through an impartial process of evaluating Federal award applications (2 CFR part 200.205),
  - Promoting the freedom of speech and religious liberty in alignment with *Promoting Free Speech and Religious Liberty* (E.O. 13798) and *Improving Free Inquiry, Transparency, and Accountability at Colleges and Universities* (E.O. 13864) (§§ 200.300, 200.303, 200.339, and 200.341),
  - Providing a preference, to the extent permitted by law, to maximize use of goods, products, and materials produced in the United States (2 CFR part 200.322), and

- Terminating agreements pursuant to the U.S. Department of State Standard Terms and Conditions, including, to the greatest extent authorized by law, if an award no longer effectuates the program goals or agency priorities (2 CFR part 200.340). For the avoidance of doubt, the Department has sole discretion over the determination that an award no longer effectuates program goals or agency priorities, and this provision permits awards to be terminated at the Department's convenience, including when it determines that the award no longer advances the national interest.
- [2 CFR 25 - UNIVERSAL IDENTIFIER AND SYSTEM FOR AWARD MANAGEMENT](#)
- [2 CFR 170 - REPORTING SUBAWARD AND EXECUTIVE COMPENSATION INFORMATION](#)
- [2 CFR 175 - AWARD TERM FOR TRAFFICKING IN PERSONS](#)
- [2 CFR 182 - GOVERNMENTWIDE REQUIREMENTS FOR DRUG-FREE WORKPLACE \(FINANCIAL ASSISTANCE\)](#)
- [2 CFR 183 - NEVER CONTRACT WITH THE ENEMY](#)
- [2 CFR 600 – DEPARTMENT OF STATE REQUIREMENTS](#)
- [U.S. DEPARTMENT OF STATE STANDARD TERMS AND CONDITIONS](#)
- Recipients must comply with all applicable Executive Orders A searchable list can be found in the Federal Register: <https://www.federalregister.gov>.

## 2. *Reporting*

**Reporting Requirements:** Recipients will be required to submit quarterly financial reports and quarterly program reports. The quarterly progress report must include updated M&E data for that quarter. The award document will specify reporting deadlines: Program and financial reports are due 30 days after the reporting period. Final certified programmatic and financial reports are due 120 days after the close of the project period. All reports are to be submitted electronically.

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

### **3. Branding and Marking**

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

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

## **I. OTHER INFORMATION**

### **Guidelines for Budget Categories**

**Travel:** Estimate the costs of travel and per diem for this program, for program staff, consultants or speakers, and participants/beneficiaries. If the program involves international travel for a U.S. citizen alum, include a brief statement of justification for that travel.

**Equipment:** Include any machinery, furniture, or other personal property that is required for the program, which has a useful life of more than one year (or a life longer than the duration of the program), and costs at least \$10,000 per unit.

**Supplies:** Include all the items and materials, including any computer devices, that are needed for the program. If an item costs more than \$10,000 per unit, then put it in the budget under Equipment.

**Contractual:** Include goods and services that the applicant plans to acquire through a contract with a vendor. Also describe any sub-awards to non-profit partners that will help carry out the program activities.

**Other Direct Costs:** Include other costs directly associated with the program, which do not fit in the other categories. For example, shipping costs for materials and equipment or applicable taxes. All "Other" or "Miscellaneous" expenses must be itemized and explained.

**Indirect Costs:** These are costs that cannot be linked directly to the program activities, such as a project management fee.

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

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

### **STEP Enrollment**

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