U.S. DEPARTMENT OF STATE
NOTICE OF FUNDING OPPORTUNITY

Table of Contents

Executive Summary 5
Section A: Funding Opportunity Description 5
A1. Background 5
A2. Program Goals and Objectives 6
A3. Expected Results 7
A4. Main Activities 8
A5. Performance Indicators 9
A6. Substantial Involvement 10
Section B: Federal Award Information 10
B 1. Available Funding 10
B2. Award Management 11
C1. Eligible Applicants: 11
C2. Cost-Sharing 11
C3. Other Eligibility Criteria 12
D1. Address to request Application Package 13
D2. Content and Form of Application Submission 13
D3. Unique entity identifier (UEI) and System for Award Management (www.sam.gov) 14
D4. Submission Dates and Times 15
D5. Funding Restrictions 15
D6. Other Submission Requirements 17
Section E: Application Review Information 17
E1. Criteria 17
E2. Review and Selection Process 20
E3. Responsibility/Qualification Information in SAM.gov (formerly FAPIIS) 20
Section F: Federal Award Administration Information 21
F1. Federal Award Notices 21
F2. Administrative and National Policy Requirements 23
F3. Reporting 24
Section G: Federal Awarding Agency Contact 26
G1. Contacts 26
Section H: Other information 27

H1. Conflict of Interest 27
H2. Applicant Vetting 28
H3. Marking Policy 28
H4. Evaluation Policy 28
H5. Monitoring Site Visits 28
H6. Privacy Disclosure 28

NOTICE OF FUNDING OPPORTUNITY (NOFO)
Bureau of African Affairs, Office of Economic and Regional Affairs

Announcement Type:	New
Funding Title:	**South Sudan Peace Talks Facilitation**
Assistance Instrument Type:	Grant
Funding Opportunity Number:	SFOP0009903
Funding Type:	Discretionary
Assistance Listings Number:	19.223
Funding Amount:	$ 500,000
Funding Authority:	Foreign Assistance Act of 1961
Source of Funding:	Development Assistance (DA)
Funding Activity Category:	Other
Cost Sharing Requirement:	Not Required
Number of Awards:	1 award
Project Duration:	18 months
Key Dates:	1. Application must be submitted by **11:59 P.M**. Eastern Standard Time (EST) on **July 31, 2023** 2. Questions must be submitted by **11:59 P.M**. Eastern Standard Time (EST) on **July 21, 2023** 3. Notification of winning proposal expected by **August 15, 2023.**
Application Submission:	Application must be submitted through www.grants.gov.
Electronic Requirement:	Yes.
Eligibility Category:	-Public International Organizations (PIOs). -U.S.- based non-profit/non-governmental organizations having a 501 (c)(3) status with the IRS.

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

Type of Applicant:	Organizations only. Individuals are not eligible to apply.
Number of Applications:	One (1) per applicant organization.

Executive Summary

The United States Department of State (DOS) and Bureau of African Affairs (AF) announces a Notification of Funding Opportunity (NOFO) for organizations interested in submitting proposals to support the implementation of commitments in the 2018 Revitalized Agreement on the Resolution of the Conflict in South Sudan (R-ARCSS) peace agreement. AF welcomes proposals for work focused on engaging key South Sudan-based stakeholders on peace and security issues as well as proposals to strengthen South Sudanese civil society actors seeking to promote greater inclusivity of the delayed constitutional drafting and electoral processes.

Subject to the availability of funds, AF intends to issue one award not to exceed $500,000 for a project period of up to 18 months. Subsequently, pending availability of funding and successful performance of the awardee, including compliance with applicable terms and conditions, AF may consider adding funds to the award and extending the period of performance. Proposals, nevertheless, should anticipate accomplishing stated objectives within the initially proposed period of performance.

AF reserves the right to fund any or none of the proposals submitted and reserves the right to reduce, revise, or increase the proposal's budget in accordance with the needs of the project and the availability of funds.

The Federal award signed by the Grants Officer is the only authorizing document.

Section A: Funding Opportunity Description

A1. Background

Since the South Sudanese people voted overwhelmingly for independence in the 2011 referendum, the country has fallen far short of the expectations of a peaceful, prosperous society. Except for a brief interlude, the period of 2013-2018 was marked by civil war between the Sudan People's Liberation Movement (SPLM), led by current President Salva Kiir Mayardit, and the Sudan People's Liberation Movement in Opposition (SPLM-IO), led by current First Vice President Riak Machar Teny.

The 2018 Revitalized Agreement on the Resolution of the Conflict in South Sudan (R-ARCSS) ended formal hostilities between the two groups; however, the country's leaders have made minimal progress implementing the commitments they made when they signed the peace agreement. South Sudan continues to suffer from widespread subnational conflict aggravated by multiple and interlocking political, leadership, and environmental problems.

In August 2022, the Government of South Sudan announced its intent to extend the transitional period, then scheduled to end in February 2023, to February 2025. They released a roadmap for the long-delayed implementation of their commitments including those related to the drafting and approval of a permanent constitution, preparations for December 2024 elections, deployment of unified security forces to improve security within the country, and public financial management reforms necessary for South Sudan to use its resources to benefit its people.

The United States Government (USG) remains firm in its commitment to work with its Troika partners (United Kingdom and Norway) to ensure that the government of South Sudan demonstrates the political will to implement its peace commitments and elections process. Among these commitments is ensuring that civil society organizations (CSOs) and institutions are sufficiently trained to support the longer-term goals of the peacebuilding and peace negotiation process.

A2. Program Goals and Objectives

This program will support negotiations between the civilian elements of the government of South Sudan and sub-national civilian actors both within government and from civil society. The awardee will implement lessons learned from the failures of the National Dialogue process and previous peace process negotiations from other parts of Sub-Saharan Africa to advance widespread South Sudanese hopes for a more inclusive, de-centralized constitutional framework and associated electoral processes. The program will work to enrich the capacity of the local CSOs as a means of sustaining the long-term impact of South Sudanese civil society given ongoing threats to civic space in South Sudan.

This program has the following objectives:

Objective 1: Facilitate, empower, and provide a platform for discussion and negotiations among various groups in South Sudan, which may include signatories of the 2018 R-ARCSS peace agreement and sub-national actors and civil society organizations (CSOs) based in South Sudan to bolster dialogue between the various groups.

Objective 2: Strengthen South Sudanese-based CSOs' ability to engage their government and community leaders as a part of the peace process in South Sudan.

None of these funds may be used to support military, including the Ministry of Defense, or paramilitary groups.

A3. Expected Results

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

- Increased capacity of South Sudanese civil society to engage regularly with government and local community to express concerns about the peace process;
- Strengthened capacity of South Sudanese civil society to advocate for community-led priorities during the peace process implementation; and
- Stronger cross-sector collaboration among civil society organizations to advocate for community-based priorities during the peace agreement implementation discussions and to counter increasing threats to their work.

A4. Main Activities

All activities should be clearly developed and sufficiently detailed to explain the resource and time requirements and how they contribute to the objectives and goals.

Please identify target areas for activities (noting particular areas where conflict is present and areas outside of Juba); target participant groups or selection criteria for participants; target civil society organizations; and how the project will engage relevant stakeholders across all factions of South Sudanese society and local partners, as appropriate.

Project activities may include, but are not limited to, the following:

- Providing training and workshops to build capacity of South Sudanese civil society leaders to improve their advocacy and social campaigning skillsets;
- Providing technical assistance to support organizing efforts among more vulnerable populations (women, youth, people with disabilities, etc.) and the professionalization of their networks;
- Developing and implementing South Sudanese civil society-led framework of recommendations for the peace process and accountability, and engaging key stakeholders and decision makers at the local, national, and international levels;
- Developing an inclusive network of civil society advocates to inform one another on different advocacy actions and lessons learned; and
- When applicable, improving human resource management, technical, and financial management skillsets for long-term organization strengthening, including providing financial and grants management support, writing accurate and timely progress reports, and developing monitoring and evaluation skills.

Activities that are not typically allowed include but are not limited to:

- The provision of humanitarian assistance;
- English language instruction;

- Development of high-tech computer or communications software and/or hardware;
- Purely academic exchanges or fellowships;
- External exchanges or fellowships lasting longer than six months;
- Off-shore activities that are not clearly linked to in-country initiatives and impact or are not necessary or recommended per security concerns;
- Theoretical explorations of human rights or democracy issues, including projects aimed primarily at research and evaluation that do not incorporate training or capacity-building for local civil society;
- Micro-loans or similar small business development initiatives; and
- Initiatives directed towards a diaspora community rather than current residents of targeted countries.

Where appropriate, competitive proposals may include:

- Opportunities for beneficiaries to apply their new knowledge and skills in practical efforts;
- Solicitation of feedback and suggestions from beneficiaries when developing activities, in order to strengthen the sustainability of programs and participant ownership of project outcomes;
- Input from participants on sustainability plans and systematic review of the plans throughout the life of the project, with adjustments made as necessary; and
- Systematic follow up with beneficiaries at specific intervals after the completion of activities, to track how beneficiaries are retaining new knowledge as well as applying their new skills.

Program Description

A5. Performance Indicators

The award Recipient will be required to monitor and report on performance indicators relevant to the scope, objectives, and expected results of the program as articulated in this NOFO. Details should be included on what sources of data will be used to document performance. Indicators should be relevant to the goals or objectives of the program.

If/when an award is made, AF will work with the final selected Applicant to develop a holistic set of indicators that includes some provided by the USG and some suggested by the Applicant. These indicators should include output level analysis throughout. Illustrative indicators can include but are not limited to the following:

- Number of civil society organizations engaging in the South Sudanese Peace process;
- Number of meetings organized between government and community leaders and civil society organizations;
- Number of recommendations from civil society included in final peace process negotiation documentation;
- The number of civil society organizations receiving USG assistance engaged in advocacy interventions; and
- Percentage of activity participates who state that their knowledge of civil society led advocacy has been increased.

A6. Substantial Involvement

N/A

Section B: Federal Award Information

B 1. Available Funding

This notice is subject to availability of funding. Overall grant-making authority for this program is contained in the Foreign Assistance Act of 1961 as amended, Development Assistance Funds and several funding restrictions apply, to include country-applicant restrictions.

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

The Department of State may consider continuing the program funded under this award beyond the initial period of performance on a non-competitive basis subject

to availability of funds, satisfactory progress of the program, and a determination that continued funding would be in the best interest of the U.S. Department of State and USG. Only the Grants Officer has the authority to authorize the continuation of the program and funding.

B2. Award Management

The successful applicant will need to routinely collaborate with AF through regular meetings and conference calls to discuss progress, challenges, emerging topics, etc.

The successful applicant must ensure that all funds are used in a manner consistent with any applicable restrictions on funding. See D5 below for funding restrictions.

Section C. Eligibility Information

C1. Eligible Applicants:

See page 3, Eligibility Category.

In the submission of their proposal, applicants should:

- Demonstrate past performance, experience, and expertise in civil society capacity building in South Sudan;
- Demonstrate in-depth understanding of the political landscapes, sensitivities, history, and culture of communities in South Sudan;
- Emphasize the development of an institutional framework, training, and sustainability model that encourages transparency and collaboration; and
- Identify ways to engage with the array of civil society actors, international nongovernmental organizations, public international organizations, and other key stakeholders in the peace negotiation process in South Sudan.

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

an award based on the initial application received, with or without discussion or negotiations. Therefore, applications should contain the Applicants' best terms from both cost and technical standpoints. Applicants should also demonstrate in-depth understanding of a wide range of governance structures.

C2. Cost-Sharing

The non-Federal share of costs, frequently called "cost share" or "matching costs", refers to that portion of the project or program costs not borne by the Federal Government. This may include cash and third-party in-kind contributions. These costs must reflect the realistic capacity of the applicants and any third-party contributors.

Cost-sharing is *not* required. Providing cost-sharing, matching, or cost participation is not an eligibility requirement for this funding opportunity and will not be factored in during the merit review of proposals.

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

C3. Other Eligibility Criteria

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

Applicants, including U.S. affiliates of international organizations must provide a valid Unique Entity Identification (UEI) and **completed** www.sam.gov registration when submitting application on www.grants.gov in response to this NOFO.

Applicants that do not have a valid UEI and completed www.sam.gov registration will NOT be eligible for consideration. Implementing partners/sub-recipient

organizations are required to have a valid UEI number.

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

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

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

Section D: Application and Submission Information

D1. Address to request Application Package

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

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

D2. Content and Form of Application Submission

Please follow both, the Proposal Submission Instructions (PSI) and the NOFO, to ensure that the proposal package submission is in full compliance with the requirements. Please also follow the guidelines in the attached PSI for additional application submission instructions, including information on required

documents and format. Proposal submissions that do not meet all the requirements outlined in this NOFO and the associated PSI will not be considered.

Any prospective applicant who has questions concerning the contents of this NOFO should submit them **by email** to the contacts listed in Section G by the time and date listed on the cover page of the NOFO. Please refer to the funding opportunity number and title.

Any updates about this NOFO will also be posted on www.grants.gov.

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

Required Registrations:

The Unique Entity Identifier (UEI) is one of the data elements mandated by Public Law 109-282, the Federal Funding Accountability and Transparency Act (FFATA), for all Federal awards. www.sam.gov is the Federal government's primary database for complying with FFATA reporting requirements. OMB designated www.sam.gov as the central repository to facilitate applicant and recipient use of a single public website that consolidates data on all federal financial assistance. Under the law, it is mandatory to obtain a UEI number and register in www.sam.gov.

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

Organizations based **outside** of the United States and that do not pay employees within the United States do not need an EIN from the IRS, but they do need a UEI number prior to registering in SAM.gov. This guidance and instructions are to the best of our knowledge available at the time of posting this solicitation. Where guidance in this NOFO differs from the www.sam.gov website, SAM.gov prevails, and the applicant is encouraged to seek and document clarity provided by the SAM.gov helpdesk.

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

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

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

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

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

D4. Submission Dates and Times

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

D5. Funding Restrictions

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

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

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

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

(2) Has any "unpaid Federal tax liability that has been assessed for which all judicial and administrative remedies have been exhausted or have lapsed, and that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability, unless the Federal agency has considered, in accordance with its procedures, that this further action is not necessary to protect the interests of the Government."

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

D6. Other Submission Requirements

It is the responsibility of the applicant to ensure that it has an active registration in Grants.gov and that an application has been received by the system in its entirety. DOS bears no responsibility for disqualification that results from applicants not being registered before the due date or for data errors resulting from transmission or conversion processes.

Section E: Application Review Information

E1. Criteria

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

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

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

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

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

1. **Quality and Feasibility of Project Idea (30 points)**
    - The proposal responds to the NOFO and demonstrates the Applicant's knowledge of the root problems causing delays in implementation of the 2018 peace agreement and the ongoing challenges for civil society organizations working South Sudan; and
    - The program idea is well developed, including a plan in detail to carry out program activities and a clear articulation of how these activities will contribute to the overall project's goals and objectives along with a reasonable implementation timeline.

2. **Organizational Capacity and Record of Performance (20 points)**:
    - The organization has qualified personnel required for the development of the program. The organization has the internal controls in place to manage federal funds;
    - The proposal provides a description of the applicant organization – including its general purpose, goals, annual budget, and past performance working with a wide range of civil society actors across South Sudan, including past and current activities that are related to the scope of work of this NOFO; and
    - The proposal articulates past performance and experience in working with local organizations, and communities and addresses how the project will engage or obtain support from relevant stakeholders.

3. **Program Planning and Ability to Achieve Objectives (20 points)**
    - The goals and objectives are clearly stated, and the program approach is clearly outlined;
    - The proposal includes a clear articulation of how these activities will is likely to provide maximum impact in achieving the proposed results; and
    - The proposal outlines the expected and achievable results for the project and includes all aspects identified in section A.

4. **Financial Capacity and Cost Effectiveness (10 points):**
    - All budget items are allocable, reasonable, and necessary, and linked to project objectives and demonstrate efficient use of U.S. government funds;
    - All costs, including the administration of the proposal budget, including salaries and honoraria, are explained, and justified, for the work involved; and
    - The budget is sufficient and reasonable for all activities and line items.

5. **Performance Monitoring, Evaluating, and Learning (MEL) (10 points):**
    - The applicant demonstrates ability to measure program success and to indicate progress toward goals outlined in the proposal;
    - The proposal includes outcome-level indicators to measure success and longevity of the program; and
    - Narrative of proposal explains clearly how M&E will be carried out and who will be responsible for M&E activities.

6. **Sustainability of Impact/Multiplier Effect (10 points)**
    - The proposal provides an outline of how program activities will continue to have positive impact after the end of the program; and
    - The proposal clearly demonstrates how USG financing for this program will result in long-term capacity building for civil society South Sudan after the termination of the program.

Cost Review: Costs will be reviewed for reasonableness, allowability, allocability, and cost-effectiveness of the use of USG funds. The review of cost-effectiveness will include an examination of the application's budget detail to ensure it is a realistic financial expression of the proposed project and does not contain estimated costs that are not a**llocable, reasonable**, or **allowable**.

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

E2. Review and Selection Process

Applications will first be reviewed to determine technical eligibility.

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

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

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

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

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

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

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

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

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

Section F: Federal Award Administration Information

F1. Federal Award Notices

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

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

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

The Grants Officer is the U.S. Government official delegated the authority by the U.S. Department of State, Procurement Executive to write, award, and administer grants and cooperative agreements. The Award Agreement is the sole authorizing document and will be provided to winning the organization electronically through DOS SAMS Domestic. Organizations whose applications will not be funded will be notified in writing.

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

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

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

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

F2. Administrative and National Policy Requirements

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

These include:

- 2 CFR 25 - UNIVERSAL IDENTIFIER AND SYSTEM FOR AWARD MANAGEMENT
- 2 CFR 170 - REPORTING SUBAWARD AND EXECUTIVE COMPENSATION INFORMATION
- 2 CFR 175 - AWARD TERM FOR TRAFFICKING IN PERSONS
- 2 CFR 182 - GOVERNMENTWIDE REQUIREMENTS FOR DRUG-FREE WORKPLACE (FINANCIAL ASSISTANCE)
- 2 CFR 183 - NEVER CONTRACT WITH THE ENEMY
- 2 CFR 600 – DEPARTMENT OF STATE REQUIREMENTS
- U.S. DEPARTMENT OF STATE STANDARD TERMS AND CONDITIONS

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

- The President's September 2, 2020 memorandum, entitled *Memorandum on Reviewing Funding to State and Local*

Government Recipients of Federal Funds that Are Permitting Anarchy, Violence, and Destruction in American Cities;

- *Executive Order on Protecting American Monuments, Memorials, and Statues and Combating Recent Criminal Violence* (E.O. 13933); and
- Guidance for Grants and Agreements in Title 2 of the Code of Federal Regulations (2 CFR), as updated in the Federal Register's 85 FR 49506 on August 13, 2020, particularly on:
    - Selecting recipients most likely to be successful in delivering results based on the program objectives through an objective process of evaluating Federal award applications (2 CFR part 200.205),
    - Prohibiting the purchase of certain telecommunication and video surveillance services or equipment in alignment with section 889 of the National Defense Authorization Act of 2019 (Pub. L. No. 115—232) (2 CFR part 200.216),
        - Promoting the freedom of speech and religious liberty in alignment with *Promoting Free Speech and Religious Liberty* (E.O. 13798) and *Improving Free Inquiry, Transparency, and Accountability at Colleges and Universities* (E.O. 13864) (§§ 200.300, 200.303, 200.339, and 200.341),
    - Providing a preference, to the extent permitted by law, to maximize use of goods, products, and materials produced in the United States (2 CFR part 200.322), and
    - Terminating agreements in whole or in part to the greatest extent authorized by law, if an award no longer effectuates the program goals or agency priorities (2 CFR part 200.340).

Applicants should plan to coordinate with AF throughout the course of the agreement to ensure assistance is provided only to eligible participants.

F3. Reporting

The Foreign Assistance Data Review (FADR)

FADR is an initiative at the Department of State to improve the overall quality, reliability, and availability of foreign assistance data to provide Congress,

Department leadership and the public with an accurate picture of the Department's foreign assistance portfolios. FADR affects how foreign assistance is tracked and accounted for. Geographical and program area information is now coded within the subaccount/award number and now it is possible to assign more than one Benefitting Country/Program Area to a single award if applicable. Where there is more than one line of accounting, your award will indicate specific fiscal information corresponding to FADR. Recipients will be required to work with the awarding Bureau to clearly identify the PMS account; corresponding FADR country/program area (if applicable); amounts of federal share and cost-share as well as instructions on reporting and requesting payment.

Financial Reports

The Recipient will be required to submit quarterly financial reports (unless stipulated otherwise in the final Agreement) throughout the project period, using form SF-425, the Federal Financial Report form. If payment is made through the Payment Management System, all financial reports must be submitted electronically through the Payment Management System. The Recipient will also be required to upload to SAMS Domestic a pdf version of all financial reports (Federal Financial report) they have submitted in the Payment Management System. Form (SF-425) can be found here: https://www.grants.gov/web/grants/forms/post-award-reporting-forms.html#sortby=1

Progress Reporting

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

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

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

Final Reports

The final summary financial and progress reports will be due no later than 120 calendar days after the end date of the award or termination of all project activities. The Final Progress Report shall include the following elements: executive summary, successes, outcomes, best practices, how the project addresses gender issues and marginalized communities, how the project will be sustained. Additional guidance may be provided prior to the award end date.

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

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

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

Section G: Federal Awarding Agency Contact

G1. Contacts

Please direct all questions to *AF-DRG-Grants@state.gov, Att. Emily Hardman*.

G2. Questions

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

All questions must be submitted via email to contacts listed above by the deadline stated on page. Awarding bureau and the Grants Officer will periodically create a document of submitted questions with answers and upload it and post them in grants.gov. Questions and answers will be posted within 2-3 business days following receipt. Prospective applicants are advised to regularly review the announcement page in grants.gov for any updates. Note that once the NOFO deadline has passed, AF and DOS staff in Washington, D.C., may not discuss this completion with applicants until the review process has been completed.

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

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

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

Section H: Other information

H1. Conflict of Interest

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

H2. Applicant Vetting

N/A

H3. Marking Policy

Applicants are advised that recipients and sub-recipients of Federal assistance awards are subject to the State Department's Marking Policy. More information on this policy can be found in Section N of the Department of State's Standard Terms and Conditions:

https://www.state.gov/wp-content/uploads/2020/10/U.S.-Department-of-State-Standard-Terms-and-Conditions-10-21-2020-508.pdf

H4. Evaluation Policy

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

H5. Monitoring Site Visits

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

H6. Privacy Disclosure

DOS understands that some information contained in applications may be considered sensitive or proprietary and will make appropriate efforts to protect such information. However, applicants are advised that DOS cannot guarantee

that such information will not be disclosed, including pursuant to the Freedom of Information Act (FOIA) or other similar statutes.

Mandatory disclosures (2 CFR 200.113)

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

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

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

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

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

DISCLAIMER:

The Department of State has no obligation to provide any additional future funding in connection with the award. Renewal of an award to increase or

decrease funding or extend the period of performance is at the total discretion of the Department of State and the availability of funding.

Attachments:

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