



# Educational and Cultural Affairs

U.S. DEPARTMENT *of* STATE

**U.S. Department of State**  
**Bureau of Educational and Cultural Affairs (ECA)**  
**Notice of Funding Opportunity (NOFO)**  
**FY 2026 Young Southeast Asian Leaders Initiative (YSEALI)**  
**Academic Fellows Program**  
**Funding Opportunity Number: DFOP0017934**  
**Application Deadline: May 11, 2026**

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## **A. Basic Information**

### **1. Overview.**

<b>Funding Opportunity Title</b>	FY 2026 Young Southeast Asian Leaders Initiative Academic Fellows Program
<b>Funding Opportunity Number</b>	DFOP0017934
<b>Announcement Type</b>	New Cooperative Agreement
<b>Deadline for Applications</b>	May 11, 2026 11:59pm Eastern (Washington DC time)
<b>Assistance Listing Number</b>	19.009

<b>Length of Performance Period</b>	18 to 24 months
<b>Number of Awards Anticipated</b>	1 award
<b>Award Amount</b>	approximately \$4,300,000
<b>Total Available Funding</b>	\$4,300,000 pending availability of funds
<b>Type of Funding</b>	FY 26 Educational and Cultural Exchange Programs (ECE) Funds
<b>Funding Instrument Type</b>	Cooperative Agreement
<b>Anticipated Award Date</b>	July 31, 2026

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

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

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

## **2. Executive Summary.**

**Priority Region:** Fellows will represent priority countries from Southeast Asia.

The Office of Academic Exchange Programs, Bureau of Educational and Cultural Affairs (ECA), invites proposal submissions for one cooperative agreement to design, administer, and implement the Young Southeast Asian Leaders Initiative Academic Fellows Program (YSEALI AFP).

YSEALI AFP will include approximately eight institutes—four in spring 2027 and four in fall 2027—for approximately 185 undergraduate and recent graduates from Southeast Asia. Each institute will be on one of four themes: Economic Prosperity, Liberty and Freedom, Natural Resources, and Peace and Security.

The award recipient will plan, implement, and oversee the eight institutes under the YSEALI themes. Each institute will host approximately 22-24 Fellows from Southeast Asia. Each institute will be approximately five weeks long and will include an approximately four-week academic residency at a U.S. college or university campus.

Institutes will also include an approximately one-week integrated academic field experience (that includes time in Washington, DC) at the conclusion of the institute. The award recipient will coordinate with ECA to organize up to two YSEALI Fellows Forums, one in the spring and one in the fall, in Washington, DC, for all Fellows.

Applicants can administer YSEALI AFP fully through subawards or may propose to directly implement up to two institutes (one in spring, one in fall) and administer subawards for the remaining six institutes. No academic institution will be allowed to implement more than two institutes in one calendar year. ECA welcomes applications from U.S. public and private academic and cultural institutions, including community colleges, liberal arts colleges, and public and private universities, and other not-for-profit organizations meeting the provisions described in Internal Revenue Code section 26 USC 501(c)(3) (see section B. Eligibility). Applicants may submit only one proposal under this competition. If multiple proposals are received from the same applicant, all submissions will be declared ineligible and receive no further consideration in the review process.

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

## **B. Eligibility**

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

The following organizations are eligible to apply:

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

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

### **2. Cost Sharing.**

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

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

- a. All organizations must have a Unique Entity Identifier (UEI) issued via SAM.gov as well as a valid registration in SAM.gov. Please see *Section E. Submission Requirements and Deadlines* for more information.
- b. ECA's Grant Guidelines require that organizations demonstrate at least four years of experience in conducting international exchanges to be eligible for awards exceeding \$130,000 in ECA funding. As noted in *Section A. Basic Information*, ECA anticipates issuing one award, for approximately \$4,300,000. Therefore, organizations must demonstrate four years of experience in conducting international exchanges in your proposal to be eligible to apply under this competition.
- c. All proposals must comply with the requirements stated in the NOFO, Project Objectives, Goals, and Instructions (POGI) document, and the PSI; not doing so may result in your proposal being declared technically ineligible and given no further consideration in the review process.
- d. All proposals must contain a SF-424, executive summary, proposal narrative, budget (SF 424A), detailed line-item budget, and budget narrative.

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

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

## **C. Program Description**

### **1. Authority.**

Overall grant making authority for this program is contained in the Mutual Educational and Cultural Exchange Act of 1961, Public Law 87-256, as amended, also known as the Fulbright-Hays Act. The purpose of the Act is "to enable the Government of the United States to increase mutual understanding between the people of the United States and the people of other countries...; to strengthen the ties which unite us with other nations by demonstrating the educational and cultural interests, developments, and achievements of the people of the United States and other nations...and thus to assist in the development of friendly, sympathetic and

peaceful relations between the United States and the other countries of the world." The funding authority for the program above is provided through legislation.

## **2. Purpose.**

The YSEALI AFP is the premier public diplomacy program for rising leaders in Southeast Asia. The program supports U.S. foreign policy goals through academic exchanges that advance U.S. partnerships in the region and highlight American excellence. YSEALI AFP is targeted at undergraduate students and recent graduates in Southeast Asia and includes an intensive academic residency and an integrated academic field experience.

## **3. Program Specific Guidelines.**

All YSEALI AFP institutes should be held in the United States for approximately five weeks. U.S. public and private academic and cultural institutions, exchange-of-persons, and other not-for-profit organizations meeting the provisions of a 501(c)3 are eligible to apply as a sub-award recipient; however, the institutes should take place on a U.S. college or university campus. Applicants should provide a tentative list of six subaward partners.

The academic residency should give Fellows both theoretical knowledge and practical skills related to the themes through lectures, panels, seminar discussions, readings, debates, site visits, and regional travel into a substantive, cohesive, and coherent institute. Institutes should explore both an historical and contemporary examination of their theme.

Institutes should include academic coursework and classroom-based learning as well as practical, hands-on experiences. Off-campus site visits should provide opportunities to observe and participate in varied aspects of American life as they relate to the institute theme. All institutes should provide Fellows with a deeper understanding of the United States, including a robust cultural activities calendar and opportunities to engage with Americans during all components of the program.

Each institute should be approximately five weeks in length. Fellows should spend approximately four weeks at a U.S. academic institution and approximately seven days on an academic field experience that concludes in Washington, DC. YSEALI AFP will conclude with a YSEALI Fellows Forum in Washington, DC, for all Fellows across all themes in the spring and fall. The Forum should provide an opportunity for

Fellows to share program experiences, network across institutes, and meet with Department of State officials. The Forum will be planned by the award recipient in close consultation with ECA.

Institute Themes:

- a. The YSEALI Academic Fellowship on Liberty and Freedom should provide Fellows with an overview of America's founding principles of freedom of speech, liberty, and self-governance. Fellows will study how these principles drive American innovation, prosperity, and civic engagement. Fellows will explore the power of open debate and the individual right to organize public advocacy campaigns. Institutes should also explore how these rights fuel economic stability and societal freedom. Similarly, institutes may explore how to combat censorship, promote freedom of religion, and build institutions that promote transparency. Fellows will examine how citizens, both as individuals and in groups, have shaped U.S. history, government, and society. Academic sessions should be complemented with hands-on sessions or workshops designed to build skills in the topics mentioned above. The institutes should encourage fellows to develop innovative and practical in-country plans to expand and safeguard individual freedoms.
- b. The YSEALI Academic Fellowship on Natural Resources should explore American excellence in agriculture, fisheries, energy, and critical minerals management. Fellows will examine energy security and supply chain resilience by engaging with American experts. Fellows may also learn about American innovations in natural disaster preparedness, mining, rare earth minerals, water and waste management, and farming. The institute should also explore the nexus of natural resources and economic prosperity. The institutes should encourage Fellows to develop potential initiatives to collaborate with the United States and other ASEAN partners to ensure ongoing secure and reliable access to natural resources.
- c. The YSEALI Academic Fellowship on Economic Prosperity should provide Fellows with an overview of U.S. business models, technological innovation, labor market practices, and monetary policies that contribute to economic growth. Activities will focus on American's leadership in business and innovation, utilizing historic periods of economic growth and technological advancement as critical moments

that catapulted the United States to be a global economic powerhouse. Topics may also include U.S. tech and AI frameworks; U.S. approaches to regulations; supply chain management; strategic trade policies; investment and fundraising; financial literacy; organizational development and management; strategic business planning; corporate governance structures; and monetary policy. Fellows should visit American businesses and meet with corporate leaders, board members, and small business owners, among others. The institutes should encourage Fellows to develop new U.S.-ASEAN member state business connections that contribute to American economic prosperity.

d. The YSEALI Academic Fellowship on Peace and Security should provide Fellows with an overview of U.S. policies, practices, and institutions that support local, regional, and international peace and security. Institutes will explore public policy and peacemaking processes through interactive trainings and simulations. Topics may include countering human and drug trafficking; disaster preparedness and response; cyber security; public health security; combatting transnational crime including online scams; and border security. YSEALI AFP should emphasize practical skills such as leadership, dialogue, and cooperation through interactive workshops that allow Fellows to outline policy solutions to promote good governance, rule of law, and security in their own communities.

#### **4. Recipient Responsibilities.**

The responsibilities of the recipient organization are as follows:

##### **Overview of Recruitment and Selection:**

Proposals must demonstrate the capacity of the recipient to assist ECA in the recruitment and selection process for Fellows. The recipient will be responsible for developing creative and comprehensive plans to assist in recruitment conducted by U.S. embassies and consulates and other U.S. government agencies throughout Southeast Asia. Recruitment should incorporate the development of marketing materials including, but not limited to, print materials (flyers, fact sheets, one-pagers, brochures); prerecorded content (audio advertisements, podcasts, etc.); online content (website information, social media campaigns); and outreach to relevant and interested stakeholders. The recipient will be responsible for creating a Fellow application form that will be posted on the program website for U.S. embassies, consulates, and other U.S. government agencies to submit eligible

candidates. The initial nomination of qualified candidates will be the responsibility of U.S. embassies, consulates, and other U.S. government agencies, including ECA. The recipient will be responsible for assisting with the placement of nominated candidates with ECA making final participant selection and placement decisions. Please see the POGI for more information on the recruitment and selection process.

Fellows will be undergraduate students or recent graduates aged 18-25 from ASEAN member countries. ECA reserves the right to make adjustments to participating countries, participant numbers, themes, and institute dates based upon Department priorities. Please see the POGI for more information on Fellows.

### **Overview of Media and Outreach:**

In addition to recruitment plans, the proposal should address the recipient's ability to create media and outreach content for YSEALI AFP. Proposals must include a description of how the YSEALI AFP could be publicized to reach the widest possible audience of qualified applicants in Southeast Asia, U.S. academic subaward partners, and other relevant audiences. The proposal must also include a community outreach plan to target potential U.S. citizen applicants to the Reciprocal Exchange. Outreach should include print and virtual content. On occasion, ECA may request that the recipient assist in promoting and coordinating opportunities for YSEALI AFP alumni with other elements of YSEALI, including the YSEALI Network and other YSEALI programming.

Additionally, the proposal should address the recipient's ability to create and maintain a private Fellowship portal. The YSEALI AFP Portal should provide additional information about the program to alumni and selected finalists and alternates. The proposal must also address the creation and maintenance of an online application and selection database system for U.S. embassies, consulates, and other U.S. government agencies to be able to assess and nominate initial candidates for YSEALI AFP, to be reviewed by ECA and later placed in their academic institution by the recipient.

Publications, program materials, and all other platforms must be in accordance with U.S. Department of State and ECA branding guidelines. When applicable, publications and materials should include a link to the program website, <https://asean.usmission.gov/yseali/>. The outreach strategy and all publication materials, including cover designs, must be submitted to ECA for approval prior to publication and dissemination.

**Overview of Alumni/Follow-on Activities:**

Proposals should provide plans for continued follow-on activities to ensure ECA-supported programs are not isolated events. Follow-on programming should offer attractive opportunities for successful alumni to continue engaging with the United States and the YSEALI program. Activities may include small alumni seed grants, in-region workshops, or other alumni programming that describes how it will complement other YSEALI and Department alumni efforts.

Proposals may also include plans for a small grant component encouraging collaboration on projects and the sharing of best practices among alumni.

**Reciprocal Exchange Component:**

The Reciprocal Exchange component should include post-Fellowship funding opportunities for up to 25 U.S. citizen students or young professionals to engage with YSEALI AFP alumni and travel to an ASEAN country. The component's goal is to strengthen ties between U.S. citizens and YSEALI alumni while also preparing U.S. citizens for continued engagement in the region. Reciprocal Exchanges may include individualized project-based exchanges or meaningful participation in regional YSEALI activities and workshops. Reciprocal exchanges must involve collaboration between U.S. citizen participants and YSEALI AFP alumni from the region.

The recipient will manage a merit-based open competition for Reciprocal Exchange participants. The recipient will collaborate with ECA as well as relevant U.S. embassies and consulates to ensure Reciprocal Exchanges account for safety and travel concerns. The recipient will work in consultation with ECA to select strategic topics that align with U.S. government priorities. ECA will make the final decisions about participant selections. Please see the POGI for more information on this component.

**Program Administration:**

Applicants must have nonprofit status with the IRS at the time of application.

ECA intends to issue one Cooperative Agreement and is seeking proposals from organizations with the ability to administer and assist with a complex recruitment and selection process; develop and oversee institutes across the four themes; administer the Reciprocal Exchange component; develop and oversee alumni activities; and manage the program website and Fellowship portals, among other

responsibilities. The recipient may propose to administer all eight institutes through subawards or may propose to implement up to two of the institutes (one in spring, one in fall) and administer subawards to conduct the remaining institutes. No institution will be permitted to conduct more than two institutes in one calendar year.

The recipient will serve as the lead administrator and will be responsible for the oversight of all aspects of this program, including managing and monitoring performance of all subaward partners. The proposal should demonstrate the applicant's ability to recruit colleges, universities, or non-profit organizations. Proposals should demonstrate any regional and thematic expertise and include a tentative list of six subaward partners.

The POGI provides additional program-specific guidelines that all proposals must address fully.

## **5. Program Performance Monitoring and Evaluation (M&E).**

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

ECA created the Monitoring Data for ECA (MODE) Framework to measure the performance of ECA programs. **The MODE Framework provides standard indicators and corresponding survey questions to ensure consistent measures across all ECA programs.** More resources and guidance documents on the MODE Framework are available online at: <https://www.state.gov/eca-monitoring-evaluation-learning-and-innovation-meli-unit/>.

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

- Demographic Questions as outlined in the **Indicator Book** on page v and **Performance Monitoring Plan (PMP)** (See the MODE Resource Guide – <https://app.box.com/s/qjo8icwj46tc8h1i1qtg80zl7ibwgtua> – found on: <https://www.state.gov/eca-monitoring-evaluation-learning-and-innovation-meli-unit/>)
- Objective 1: Advance participant and beneficiary cross-cultural competence and global perspective
  - o Sub-Objective 1.1: Promote cultural exchanges and enhance understanding between participants and their host communities
    - E1.1.01: Percent of participants reporting that their program experience offered opportunities to engage with other cultures
    - E1.1.04: Percent of foreign participants with more favorable opinions of the United States Government (core indicator)
    - E1.1.09: Percent of participants who traveled abroad for the first time because of their program (core indicator)
    - E1.1.10: Percent of foreign participants who traveled to the United States for the first time during their program (core indicator)
    - E1.1.11: Percent of American participants indicating a change in their understanding of their host country's culture and values
    - E1.1.12: Percent of foreign participants indicating a change in understanding of third-party countries' cultures and values
    - E1.1.13: Percent of foreign participants who are more likely to recommend the United States as a good place to study
    - E1.1.17: Percent of foreign participants with more favorable opinions of the American people (core indicator)
    - E1.1.18: Percent of foreign participants indicating an increase in understanding of United States culture and values (core indicator)
    - E1.1.19: Percent of foreign participants agreeing with statements in support of democratic values (core indicator)
- Objective 2: Increase the impact that participants and alumni have on their communities / countries
  - E2.0.01: Percent of foreign participants that volunteer in their host communities
  - E2.0.04: Number of hours that foreign participants spend volunteering in their host communities
  - o Sub-Objective 2.2: Foster participants' belief that civic engagement benefits communities/countries
    - E2.2.01: Percent of participants who have more confidence in their ability to have an impact in their home country (core indicator)

- Objective 3: Strengthen engagement among participants, alumni, beneficiaries, and institutions
  - E3.0.02: Percent of foreign participants who report increasing their network of Americans (core indicator)
  - E3.0.04: Percent of foreign participants who report increasing their network of third country nationals
  - E3.0.07: Percent of participants who identify as a Department of State program participant (core indicator)
- o Objective 4: Strengthen personal, professional, and technical abilities and aptitudes of participants and beneficiaries
  - E4.0.01: Percent of participants reporting increases in their job skills as a result of their program participation
  - E4.0.03: Percent of participants reporting an increase in soft skills as a result of their program participation
  - Sub-Objective 4.1: Participants engage in language, academic, professional, and cultural exchange programs
    - E4.1.01: Total number of participants (core indicator)
    - E4.1.02: Total number of program cohorts (core indicator)
    - E4.1.11: Number of American reciprocal exchange participants
  - Objective 8: Enhance the quality and effectiveness of ECA programs by leveraging the Bureau's resources, policy, and stakeholder relationships
    - E8.0.03: Response rate for participant surveys (core indicator)

### **Performance Monitoring Plans (PMPs)**

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

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

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

Regardless of the survey platform used, **all** MODE Framework survey questions outlined above are **required** (i.e., should be forced response); please see the

Consent Language in the MODE Framework **Indicator Book** for more information on how to convey this to participants/survey respondents.

### **Program Performance M&E Narrative**

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

- An overview of resources available to the applicant that outline the team structure and responsibilities surrounding performance monitoring.
- The mechanism(s) through which surveys and other data collection tools (if applicable) will be administered, including which platform will be used, and when and how surveys will be advertised to participants – detailing strategies to ensure adequate survey response rates (<https://app.box.com/s/pn6tavyg7sh064i502fzap49ox63y38a>), and to reduce selection and non-response bias.
- A brief explanation of data analysis and reporting procedures.
- An overview of a proposed learning plan and feedback loops to ensure that the Grant Officer (GO)/Grant Officer Representative (GOR) are informed on performance monitoring issues at regular intervals.

### **Nonmandatory Use of the Qualtrics MODE Survey Builder Data Collection System**

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

### **MyGrants RPM Reporting Requirements**

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

## **6. Cost Share.**

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

## **7. Freedom and Democracy Guidelines.**

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

## **8. Virtual Exchange Component.**

When changing political, health, environmental, or other similar circumstances require a suspension or halt of in-person activities and where ECA determines that a

virtual alternative is appropriate and viable, award recipients should demonstrate the ability and capacity to transition from in-person to virtual exchanges. Organizations should consider how they will implement virtual exchange activities, given the potential limits to internet access from Fellows in some locations and while continuing to advance foreign policy objectives and achieve lasting benefits for U.S. citizens and international Fellows.

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

### **9. Communications Guidance for ECA Recipients.**

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

### **10. Celebration of America's Semiquincentennial.**

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

### **14. Substantial Involvement.**

In a cooperative agreement, the Department is substantially involved in program activities above and beyond routine monitoring. For this opportunity the Department's substantial involvement follows:

1. Provide advice on the final selection of subaward recipients and institute staff;
2. Collaborate on and approve recruitment and outreach plans including corresponding materials;
3. Approve participant eligibility requirements and selection criteria;
4. Approve the final selection of Fellows, Fellow placements, and American Reciprocal Exchange participants and activities. ECA will have substantial oversight and retains ultimate approval in the selection process between the implementing partner and U.S. embassies;

## **D. Application Contents and Format**

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

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

### **1. Budget Format.**

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

Budget requests should be for \$4,300,000. Applicants may provide separate sub-budgets for each program component, phase, location, or activity to provide clarification.

### **2. Content of Application.**

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

## **E. Submission Requirements and Deadlines**

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

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

## 2. Department of State Contacts

For questions about this announcement, contact: Sarah McLewin, U.S. Department of State, Study of the U.S. Branch, ECA/A/E/USS, 202-655-1596, [mclewinsj@state.gov](mailto:mclewinsj@state.gov).

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

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

## 3. Unique Entity Identifier (UEI) and System for Award Management (SAM.gov).

### Required Registrations

All organizations, whether based in the United States or in another country, must have a Unique Entity Identifier (UEI) and an active registration in SAM.gov.

A UEI is one of the data elements mandated by Public Law 109-282, the Federal Funding Accountability and Transparency Act (FFATA), for all Federal awards. An applicant must maintain an active registration while it has a proposal under review by the Department and must continue to keep the registration active for the entire duration of the period of performance of any Federal award that results from this NOFO.

The 2 CFR 200 requires subrecipients to obtain a UEI. Please note the UEI for subrecipients is not required at the time of application but will be required before an award is processed and/or directed to a subrecipient.

***Note: The process of obtaining or renewing a SAM.gov registration may take anywhere from 4-8 weeks. Please begin your registration as early as possible.***

Organizations based in the United States or that pay employees within the United States will need an Employer Identification Number (EIN) from the Internal Revenue Service (IRS) and a UEI prior to registering in SAM.gov.

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

For more detailed instructions for registering with SAM, refer to:  
<https://sam.gov/content/entity-registration>

### **Exemptions**

An exemption from the UEI and sam.gov registration requirements may be permitted on a case-by-case basis. See [2 CFR 25.110](https://www.ecfr.gov/current/title-2/chapter-I/subchapter-B/part-25/subpart-1/section-25.110) for a full list of exemptions.

Organizations requesting exemption from UEI or SAM.gov requirements must email the point of contact listed in the NOFO at least two weeks prior to the deadline in the NOFO providing a justification of their request. Approval for a SAM.gov exemption must come from the warranted Grants Officer before the application can be deemed eligible for review.

### **4. Required Registration with MyGrants.**

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

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

### **5. Submission Instructions.**

## **Method of Submission**

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

## **Grants.gov Registration, Application Submission, and Receipt Procedures**

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

## **How to Register to Apply through Grants.gov**

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

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

Organization applicants can find complete instructions here:

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

## **How to Submit an Application to ECA via Grants.gov**

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

## **Grants.gov Support and Submission Issues**

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

Grants.gov Customer Support

Contact Center Phone: 800 -518-4726

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

Email: [support@grants.gov](mailto:support@grants.gov)

## **6. Submission Dates and Times.**

### **Application Deadline Date**

**May 11, 2026 EST**

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

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

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

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

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

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

**PLEASE NOTE:** ECA bears no responsibility for applicant timeliness of submission or data errors resulting from transmission or conversion processes for proposals submitted via Grants.gov. Prior to submitting applications through Grants.gov, please ensure you meet all Grants.gov system and software requirements, including Adobe software compatibility. You can verify if your version of the Adobe software is compatible with Grants.gov, by visiting <https://grants.gov/applicants/adobe-software-compatibility>

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

## **7. Funding Restrictions for this Announcement.**

### **f. Funding Restrictions for the United Nations Relief and Works Agency (UNRWA)**

None of the funds awarded resulting from this Notice of Funding Opportunity may be made available for subawards, direct financial support, or otherwise used to provide any payment or transfer to United Nations Relief and Works Agency (UNRWA).

### **a. 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.

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

Applicants are advised that IHEs must certify the following at the time of award, and that this certification requirement must be included in any subaward agreements to IHEs:

- Its compliance in all respects with section 1011f of title 20, United States Code, and any other applicable foreign funding disclosure requirements is material for purposes of section 3729 of title 31, United States Code, and for receipt of appropriate Federal grant funds.

**d. Certification of Trafficking in Persons Compliance and Compliance Plan**

Applicants are advised that they will be required to certify the following at the time of award for awards where the estimated value of services to be performed outside the United States exceeds \$500,000:

- To the best of the recipient's knowledge, neither the recipient, nor any subrecipient, contractor, or subcontractor of the recipient or any agent of the recipient or of such a subrecipient, contractor, or subcontractor, is engaged in any of the activities described in 2 CFR 175(a);

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

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

Recipients do not need to submit a copy of the plan. However, they must provide it to the Grants Officer upon request, and as appropriate, must post the useful and relevant contents of the plan or related materials on their

website and at the workplace. Recipients must re-certify on an annual basis for the entire award period of performance.

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

(a) *Definitions.*

*American Security Drone Act-covered foreign entity* means an entity included on a list developed and maintained by the Federal Acquisition Security Council (FASC) and published in the System for Award Management (SAM) at <https://www.sam.gov>

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

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

*Unmanned aircraft system* means an unmanned aircraft and associated elements (including communication links and the components that control the unmanned aircraft) that are required for the operator to operate safely and efficiently in the national airspace system.

(b) *Prohibition.*

Recipients of funding under this Notice of Funding Opportunity (including subawards and subcontracts issued by the recipient) will be prohibited from:

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

(c) *Exemptions, exceptions, and waivers.*

The prohibitions described above will not apply if the agency determines that an exemption, exception, or waiver applies and the award indicates that such

a determination has been made. [See sections 1823 through 1825 and 1832 of Public Law 118-31 ( [41 U.S.C. 3901](#) note prec.) for statutory requirements pertaining to exemptions, exceptions, and waivers].

## **8. Other Submission Requirements.**

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

## **F. Application Review Information**

### **1. Review Process.**

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

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

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

## **2. Review Criteria.**

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

- a. **Quality of the program idea and ability to achieve program objectives:** Proposals should exhibit originality and clearly demonstrate how the applicant will meet the objectives laid out in this solicitation. A detailed agenda and staff work plan should demonstrate substantive undertakings and logistical capacity. Activities should be reasonable, feasible, and form a coherent program for participant exploration of the topic. Competitive proposals will clearly promote ECA's mission.
- b. **Institution's record/ability:** Proposals should demonstrate an institutional record of successful exchange programs and responsible fiscal management (past exchange programs need not have been ECA-funded). ECA will consider the past performance of prior ECA recipients, including the timely submission of reports, and the demonstrated potential of new applicants. Proposed personnel and institutional resources should be fully qualified to achieve the project's goals.
- c. **Follow-on Activities and multiplier effect:** Proposals should provide a plan for continued follow-on activity after the ECA supported program ends, ensuring that programs are not isolated events. Follow-on activities should strengthen long-term partnerships and individual linkages.
- d. **Performance Monitoring and Evaluation (M&E):** Proposals should have a fully developed M&E plan that includes goals, objectives, and indicators. The plan should be feasible and aligned with the M&E section of this solicitation. Proposals should include a realistic learning plan that outlines how your organization plans to review, understand, and incorporate M&E data into programmatic decisions and practices. All submitted M&E plans will be reviewed to ensure the applicant has provided at least the required information outlined in the M&E section of this solicitation and demonstrated the applicant's capacity to carry out the M&E plan.
- e. **Cost-effectiveness/cost share:** Proposals should keep the overhead components of the proposal, including salaries and honoraria, as low as

possible. All costs should be necessary and appropriate. Proposals should maximize cost share through other private sector support and institutional direct funding contributions.

### **3. Indirect Costs**

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

### **4. Risk Review**

Under the merit review as required by 2 CFR 200.206, prior to making a Federal Award, the Department will review and consider the following risk factors:

- a. Financial stability
- b. Management systems and standards
- c. History of performance
- d. Audit reports and findings
- e. Ability to effectively implement requirements

### **5. Responsibility/Qualification Information in SAM.gov.**

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

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

Before making decisions in the risk review required by 2 CFR 200.206, the Department will consider any comments by the applicant, along with information available in the responsibility/qualification records in SAM.gov.

## **G. Award Notices**

Final awards cannot be made until funds have been appropriated by Congress, allocated and committed through internal ECA procedures. Successful applicants will receive a Federal Assistance Award (FAA) from an authorized Grants Officer in ECA's Grants Division. The FAA and the original proposal with subsequent modifications (if applicable) shall be the only binding authorizing document between the recipient and the U.S. Government. The FAA will be signed by a Grants Officer and transmitted to the recipient's responsible officer (as identified in the application) for review and countersignature. The recipient may only start incurring project expenses beginning on the start date shown on the fully signed award document.

Issuance of this NOFO does not constitute an award commitment on the part of the U.S. government, nor does it commit the U.S. government to pay for costs incurred in the preparation and submission of proposals. Further, the U.S. government reserves the right to reject any or all proposals received. If a proposal is selected for funding, the Department of State has no obligation to provide any additional future funding.

**Unsuccessful applicants:**

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

**Payment Method:**

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

**H. Post-Award Requirements and Administration**

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

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

The Department of State will review and consider proposals for funding pursuant to this NOFO in accordance with OMB guidance located at 2 CFR part 200, all applicable Federal laws, and relevant Executive guidance, including 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).
- [2 CFR 25 - UNIVERSAL IDENTIFIER AND SYSTEM FOR AWARD MANAGEMENT](#)
- [2 CFR 170 - REPORTING SUBAWARD AND EXECUTIVE COMPENSATION INFORMATION](#)
- [2 CFR 175 - AWARD TERM FOR TRAFFICKING IN PERSONS](#)
- [2 CFR 182 - GOVERNMENTWIDE REQUIREMENTS FOR DRUG-FREE WORKPLACE \(FINANCIAL ASSISTANCE\)](#)
- [2 CFR 183 - NEVER CONTRACT WITH THE ENEMY](#)
- [2 CFR 600 - DEPARTMENT OF STATE REQUIREMENTS](#)
- [U.S. DEPARTMENT OF STATE STANDARD TERMS AND CONDITIONS](#)
- Recipients must comply with all applicable Executive Orders. A searchable list can be found in the Federal Register: <https://www.federalregister.gov/>

## **2. Reporting.**

Recipients will be required to submit financial reports and program reports. The FAA will specify how often these reports must be submitted. All reports must be

submitted in a timely manner. For planning purposes, applicants can expect to provide ECA with an electronic copy of the following required reports:

- a. **Performance Progress Reports** (PPRs) shall be required at a minimum annually and no more frequently than quarterly. Annual reports shall be due 90 days after the reporting period; quarterly or semi-annual reports shall be due 30 days after the reporting period. All reports and supporting documentation must be uploaded by the recipient as a Post Award Activity under the corresponding record for this award in MyGrants.
- b. **The Federal Financial Reports** (FFR SF-425/SF-425a) must be submitted through the U.S. Department of Health and Human Services' Payment Management System (PMS). The electronic version of the FFR can be accessed at: <https://www.grants.gov/forms/forms-repository/post-award-reporting-forms>. Once a financial report has been approved by the Department, the recipient must upload the approved report to MyGrants, in the same manner specified for the programmatic reports. Failure to comply with these reporting requirements may jeopardize the recipient's eligibility for future awards.
- c. **Required MODE data** (see Program Performance Monitoring and Evaluation section) shall be required at a minimum annually and no more frequently than quarterly. MODE data reporting shall be due 30 days after the reporting period. The frequency of these reports will be determined by ECA/P/MELI and the Program Officer. Either a standard report template (if using the MODE Survey Builder) or aggregate data and the raw data file (if Recipient uses their own survey platform) must be uploaded by the Recipient as an RPM Performance Report under the corresponding record for this award in MyGrants.
- d. **A final program and financial report** no more than 120 days after the period of performance of the award ends or termination of the award.
- e. **Program Data Requirements:** Award recipients will be required to Maintain specific data on program Fellows and activities in an electronically accessible database format that can be shared with ECA as required. At a minimum, the data must include the following:

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

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

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

Recipients of federal assistance awards must follow the branding guidance published at [Guidance for Contracts and Grants - U.S. Department of State Brand System](#). Branding policy exceptions are outlined in the U.S. Department of State Foreign Affairs Manual [10 FAM 416, Policy Exceptions](#).

For more information, visit: <https://brand.america.gov/>

## **I. Other Information**

### **Adherence To All Regulations Governing the J Visa**

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

The award recipient will be responsible for issuing DS-2019 forms to participants in this program.

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

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