

U.S. MISSION INDIA PUBLIC DIPLOMACY GRANTS PROGRAM

Funding Opportunity Title: C-NOFO-17-101: U.S. – India Campus Tech Connect

CFDA Number: 19.040 - Public Diplomacy Programs

Contact: Grant Applications Manager, U.S. Consulate, Chennai

Email: ChennaiPASG@State.Gov

Application Open Date: 4/28/2017

Application End Date: 7/28/2017

11:59 pm midnight Washington, DC

For the purposes of determining if an award is submitted on time, we will utilize the time-stamp provided by Grants.gov. This deadline is firm and is not a rolling deadline. If organizations fail to meet the deadline noted above their application will be considered ineligible and will not be considered for funding.

Section I. Funding Opportunity Description

The U.S. Consulate General, Public Affairs Section in Chennai is soliciting proposals for a grant/cooperative agreement that meets the specifications stated in Section II from legally-recognized non-profit, non-governmental organizations that meet U.S. and Indian technical and legal requirements to develop and implement public diplomacy programs as specified by Section II below. Information about the Public Affairs Section can be found at:
http://chennai.usconsulate.gov/grants_program.html

Background: The U.S. Consulate General Chennai strongly supports initiatives that promote education and develop skills of youth through exchange programs, leadership training and experiential learning, and that connect American and Indian youth through sustainable linkages between academic institutions, business, scientific and community organizations.

Program Goals: The goals of this funding opportunity are to:

1. **Strengthen people-to-people ties between the United States and India** by providing an opportunity for American and Indian youth to collaborate on finding innovative solutions for day-to-day problems and make practical differences in peoples' lives.
2. **Support scientific and economic growth and development** by demonstrating the collaboration between American and Indian academic institutions, research centers and businesses, and how they are already positively impacting lives in the two countries.

Section II. Program Description

Objective: To put together a mega exhibit that will showcase how U.S.-India collaboration in the areas of science and technology innovation and research is positively impacting the American and Indian people from three different perspectives – academic, business and research collaboration. The exhibit will be showcased as part of the annual technology festival of a university/higher education institution based in Tamil Nadu, Kerala, or Karnataka.

The Public Affairs Section of the U.S. Consulate General in Chennai (PAS Chennai) seeks proposals for a project entitled “U.S.-India Campus Tech Connect.” Collaborations between Indian and American innovators continue to save and change lives every day. The proposed project will demonstrate

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how collaborations between U.S. and Indian academic institutions, research centers, and businesses are already impacting lives in the two countries. The project will highlight how the U.S. and Indian governments promote such collaborations by showcasing the results of these initiatives -- such as the highly successful "20th Century Knowledge Initiative" and the "Indo-U.S. Science and Technology Endowment Fund." The project will also explore the full potential of such cooperation and fellowships as the great promise on which the future of the U.S.-India relationship rests.

The project involves the creation of a mega exhibit that will showcase how U.S. - India collaboration in the area of science and technology innovation and research is positively impacting life between the two countries. The exhibit will have three major components:

- 1. Academic (Student) Component:** Three two-member teams of young innovators from premier science technology education centers in South India will collaborate with their counterparts in top technology schools in the United States (also three two-member teams) to develop a joint exhibit. The collaborative research will result in prototypes that will offer solutions to day-to-day problems and make practical differences in peoples' lives. While the joint research part of the collaboration could be done virtually, the U.S. teams will travel to India to participate in the annual technology festival of a premier science and technology institute in South India at which they will showcase their projects with their Indian counterparts.
- 2. Partnership between Governments:** The second component will showcase how the U.S. and Indian governments promote science and technology cooperation between India and the United States. This component will highlight two bilateral initiatives: "[United States-India Science & Technology Endowment Fund](#)" (USISTEF) and the "[U.S.-India 21 Century Knowledge Initiative](#)"

The two governments have established the USISTEF for the promotion of joint activities that would lead to innovation and entrepreneurship and commercializing technologies for societal impact. Every year the fund awards four collaborative research ventures involving U.S. and Indian innovators and entrepreneurs. The fund has completed six rounds, making a total of 24 awards. The grantee will reach out to all awardees across India and invite minimum five (5) and maximum ten (10) awardees to showcase their award winning projects at the technology festival.

The U.S.-India Educational Foundation (USIEF) announced the fifth and final round of "U.S.-India 21st Century Knowledge Initiative" awards on June 20, 2016. This initiative aims to strengthen collaboration and build partnerships between U.S. and Indian institutions of higher education. The initiative has awarded about 40 collaborative projects so far. The grantee will liaise with the awardees from across India and select minimum five (5) and maximum ten (10) awardees to showcase their projects at the technology festival.

- 3. Business to Business Component:** U.S. businesses in India, especially R&D divisions of U.S. companies are making immense contributions to science and technology innovation and development in India. The grantee will work with the businesses and chambers of

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commerceto showcase minimum five (5) and maximum ten (10) initiatives at the technology festival.

Proposals must detail:Proposals should include programmatic and financial details covering the following:

1. The grantee, in consultation with PAS Chennai, will identify three (3) student research teams matching U.S. university and Indian university students who will come up with a joint research project to be conducted virtually. Each team will have four members, two members from the United States and two members from India. The grantee will coordinate the virtual collaborative research component of the project, including setting timelines and assisting with virtual platform identification and connections. The grantee will arrange for the U.S. team members to travel to South India to participate in the technology festival exhibit with their Indian counterparts.
2. The grantee will work closely with PAS Chennai, the U.S.-India Educational Foundation (USIEF), and the U.S.-India Science and Technology Forum to identify and invite five to ten potential project participants each from the 21st Century Knowledge Initiative awardees and the United States-India Science & Technology Endowment Fund to join in the technology festival.
3. The grantee will work with PAS Chennai and various chambers of commerce in India to identify and invite five to ten U.S. companies to participate in the technology festival.
4. The grantee will plan and manage all the travel logistics of the participants from the United States and India including their flight and/or train bookings, lodging, food and local transportation. The grantee will also provide local logistical support to the teams during the technology festival and coordinate setting-up of team exhibitions and related activities. These elements should be included in the budget proposal.
5. The grantee will develop a robust traditional and social media plan for amplification and advertisement of the program activities and outcomes. This may include (but not limited to) pre-event publicity through social media, print, radio and TV features; visual and print media coverage; post-event reports. The grantee will create a special Facebook page for this event as well as a Twitter handle. Throughout the entire process, the grantee organization as well as the participants will be encouraged to post content about the ongoing activities on social media.
6. The grantee will be responsible for working with each participant to ship, as necessary, the prototypes/exhibits to the technology festival location and back to their respective institutions.
7. Proposals should include a plan to monitor each phase of the project, including an evaluation rubric and regular reports.

Section III. Award Information

1. Funding Type and Amount: Grant/cooperative agreement

- Minimum ("Floor") Award Amount: \$40,000
- Maximum ("Ceiling") Award Amount: \$50,000

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

2. Project and Budget Periods: Grant projects generally should be completed in one year or less.

Section IV. Eligibility Criteria

1. Eligibility is open to all non-profit, non-governmental organizations. Individuals are not eligible for an award under this Notice of Funding Opportunity (NOFO). Organizations may sub-contract with other entities, but only one, non-profit, non-governmental entity can be the prime recipient of the award. When sub-contracting with other entities, the responsibilities of each entity must be clearly defined in the proposal.
2. Cost sharing is not required for this funding opportunity.
3. Pre-award costs are not an allowable expense for this funding opportunity.
4. This award does not allow for construction activities or costs.
5. U.S. Consulate General, Chennai grants/cooperative agreements cannot be used to fund religious or partisan political activity; fundraising campaigns; commercial projects; scientific research; projects whose primary aim is the institutional development of the organization, or illegal activities.

Other Eligibility Requirements:

Organizations must have a Data Universal Numbering System (DUNS) number from Dun & Bradstreet <http://fedgov.dnb.com/webform> and an active SAM registration (www.SAM.gov). The U.S. Department of State will not make an award to an applicant until the applicant has complied with all applicable DUNS and SAM requirements by the time the Department is ready to make an award.

Applicants must register with Grants.gov prior to submitting an application. Registering with Grants.gov is a one-time process; however, it may take weeks to have the registration validated and confirmed. Please begin the registration process immediately to ensure that the process is completed well in advance of the deadline for applications. Until that process is complete, you will not be issued a user password for Grants.gov, which is required for application submission. There are four steps that you must complete before you are able to register: (1) obtain a Data Universal Numbering System (DUNS) number from Dun & Bradstreet (if your organization does not have one already) by visiting <http://fedgov.dnb.com/webform> ; (2) register with System for Award Management (SAM) www.SAM.gov; (3) register yourself as an Authorized Organization Representative (AOR); and (4) be authorized as an AOR by your organization. For more information, go to www.grants.gov. Please note that your SAM registration must be annually

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renewed. Failure to renew your SAM registration may prohibit submission of a grant application through Grants.gov.

For Indian applicants, the Foreign Contribution Regulation Act (FCRA) of the Government of India applies.

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

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

Section V. Application Submission:

Instructions: Please follow all instructions below carefully. Failure to furnish all information or comply with stated requirements may lead to the application's disqualification for consideration. Applicants must set forth accurate and complete information as required by this NOFO.

Applicants must ensure:

- All documents are in English
- All budgets are in U.S. dollars
- All pages are numbered
- All materials are submitted in .pdf format
- Forms SF-424, SF-424A and SF-424B are completed and submitted with the application. These forms are available at <https://statebuy.state.gov/fa/Pages/Forms.aspx>.

Applicants submitting proposals over \$100,000 must also submit Standard Form LLL (SF-LLL), Disclosure of Lobbying Activities. This form is available at:
<http://apply07.grants.gov/apply/forms/sample/SFLLL-V1.1.pdf>

We recommend that you submit your program proposal using "Suggested Application format" template (**Attachment A**) and detailed budget using "Suggested Budget Spreadsheet" template (**Attachment B**). Feel free to submit additional information as you think necessary.

- **Budget Narrative:** The budget narrative supplements the information provided in the budget spreadsheet and justifies how the budget cost elements are necessary to implement project objectives and accomplish the project goals. Together, the budget narrative and spreadsheets should provide a complete financial and qualitative description that supports the proposed project plan and should be directly relatable to the specific project components described in the applicant's proposal.
- **Letters of Intent:** if local partnerships are included as part of the proposal, applicants must include a letter of intent between all partners as part of their application. The letters must identify the type of relationship to be entered into (formal or informal), the roles and responsibilities of each

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partner in relation to the proposed project activities, and the expected result of the partnership. The individual letters cannot exceed 1 page in length.

- **Proof of Non-profit Status:** Documentation to demonstrate the applicant's non-profit status (e.g. U.S.-based organizations should submit a copy of their IRS determination letter, Indian organizations should provide a copy of their NGO status).

The U.S. Embassy reserves the right to request additional programmatic and financial information regarding the proposal.

Questions: For questions on this solicitation please contact Grants Applications Manager, Public Affairs Section, U.S. Consulate General, Chennai, India, at: ChennaiPASG@State.Gov

All application materials must be submitted electronically through Grants.gov. If you are unable to submit your proposal on the website, you may submit at ND_GrantApplications@state.gov before the deadline. The subject line should be as follows -- **Applicant Organization name – C-NOFO-17-101: U.S. – India Campus Tech Connect.**

For questions relating to grants.gov, please contact them at 1-800-518-4726 or support@grants.gov.

Section VI. Review and Selection Process

- 1. Criteria.** Each application submitted under this announcement will be evaluated and rated on the basis of the criteria enumerated in Section VII below. The criteria are designed to assess the quality of the proposed project, and to determine the likelihood of its success.
- 2. Acknowledgement of receipt.** Applicants will receive acknowledgment of receipt of their proposal.
- 3. Review.** A technical review panel will review the proposal and based upon the criteria noted in Section VII. A determination will be made regarding the program's proposed area of activity and the Mission's strategic goals, and those proposals that are the best fit will be given additional consideration.
- 4. Follow up notification.** Applicants will generally be notified within 90 days after the NOFO deadline regarding the results of the review panel.

Section VII. Application Evaluation Criteria

- 1. Completeness of Proposal.** The proposal meets all of the outstanding technical and logistical criteria required in this cooperative agreement, addressing the objectives as noted in Section II above. **(15 points)**
- 2. Innovation.** Applicant clearly describes how its proposal will address the requested program within the proposed time frame and articulates an innovative strategy or plan. **(20 points)**

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3. Institutional and organizational capacity. The organization and any partners demonstrate subject matter expertise in the form and content of the proposal, and in organizing and managing the project. **(20 points)**

4. Budget and narrative justification. The budget and narrative justification are complete and reasonable in relation to the proposed activities and anticipated results. The cost estimates are realistic. **(20 points)**

5. Monitoring and evaluation. The proposal outlines in detail how program success and impact will be determined, and may include pre and post program analysis. **(10 points)**

6. Sustainability. The project demonstrates sustainable capacity and relationship building between the Indian and American organizations, as appropriate. The proposal describes how activities will be carried on after the program ends and may include (but not be limited to) continued involvement of stakeholders; future commitment of funding; on-going training; planned meetings of program participants. **(15 points)**

Section VIII. Award Administration

1. Award notices: The grant or cooperative agreement award shall be written, signed, awarded, and administered by the Grants Officer, who 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 assistance award agreement is the authorizing document and will be provided to the recipient. The awardee will interact with a designated Grants Officer Representative (GOR).

2. Reporting requirements: All awards issued under this announcement require both program and financial reports on a frequency specified in the award agreement. The disbursement of funds will be tied to the timely submission of these reports. All details related to award administration will be specified in the award agreement. The point of contact for questions or issues related to the administration of the grant/cooperative agreement will be specified in the award agreement.

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Attachment A

SUGGESTED APPLICATION FORMAT

1. GENERAL INFORMATION			
1.1 Applicant Name			
a. Legal Name (as in Bank Account):			
b. Address:			
c. City/Town:	d. District:	e. State:	
f. Zip/Pin Code:	g. Website:		
h. Other Info. (if any):			
1.2 Point of Contact			
a. Last Name:		b. First Name:	
c. Tel:	d. Cell:	E. E-mail	d. Fax
2. BACKGROUND OF ORGANIZATION			
2.1 Description			
•			
2.2 Key Personnel			
•			
2.3 Project Partner(s)			
•			
2.4 Past Grants (U.S. Embassy, Department of State, Other)			
•			
2.5 Strengths and Capacity of Organization			
•			
3. PROJECT DESCRIPTION			
3.1 Project Information			
a. Project Name:			
b. Duration (months):	c. Start Date: Click here to enter a date.	d. End Date: Click here to enter a date.	
3.2 Executive Summary			
•			
3.3 Project Justification			
•			
3.4 Project Goal and Objectives			
•			

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3.5 Project Innovation
•
3.6 Project Activities
•
3.7 Project Accomplishments (Milestones)
•
3.8 Monitoring and Evaluation Plan
•
3.9 Sustainability
•
4. BUDGET
4.1 (See Attachment B: Suggested Grant Proposal Budget Worksheet to submit your Detailed Budget submission)
• Total Funding applied for: \$_____ (must match with Attachment B)
• Total Recipient share (if any)\$_____ (must match with Attachment B)
4.2 Budget Narratives and other Remarks (if any)
•
•

Instructions

Key Personnel: Name of the organization, address, phone/fax number/e-mail address, name and title of director (or person who is to sign the grant/cooperative agreement) and other significant staff members, particularly those who will be involved in the project and budget specifics. Provide an executive summary of the project description (no more than one page) with reference to the amount and duration of the funding request.

Description of Organization: Applicants must submit a full description of the organization and its expertise to organize and manage all aspects of this particular project. This applies to all proposed project partner as well.

Justification: This is a very important aspect of the proposal and applicants should pay particular attention to it. Define what the project will accomplish, and how will it benefit stakeholders. Please do not exceed one page.

Activities: Outline a plan of action that describes the scope and detail of how the proposed work will be accomplished. Provide an overview of the full sequence of proposed project activities, including beginning and end dates and locations of events. Account for all functions or activities identified in the application.

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Accomplishments, Monitoring and Evaluation, and Sustainability: Provide quantitative monthly or quarterly projections of the accomplishments to be achieved for each function or activity. When accomplishments cannot be quantified by activity or function, list them in chronological order to show the schedule of accomplishments and their target dates. Describe how you plan to monitor progress, and determine overall success and impact of the program. Note how you expect the impact of the project will be sustained over time, and by whom.

Budget: Please refer to Attachment B “Suggested Grant Proposal Budget Worksheet.” Provide a detailed budget of every cost associated with the project. The more information and detail that you provide about the proposed budget, with a budget narrative, the better we can determine the viability and completeness of your proposal. For the budget line item “indirect costs” or “administrative overhead,” any figure you provide without a specific breakout will be returned for additional information or rejected. If your organization has an approved “Negotiated Indirect Cost Rate Agreement” or NICRA, please note that on your application and provide supporting documentation. Please also include the types and amounts of funding your organization has already received for the current project. Budgets must be calculated either in Indian rupees (Indian applicants) or U.S. dollars (U.S. applicants). Please note that the Fly America Act requires that anyone whose air travel is financed by U.S. Government funds to utilize the economy class services of a U.S. flag carrier.