U.S. DEPARTMENT OF STATE
U.S. EMBASSY KAMPALA, PEPFAR UGANDA SMALL GRANTS OFFICE
Notice of Funding Opportunity

Funding Opportunity Title:	PEPFAR Uganda Community Grants to Combat HIV/AIDS
Funding Opportunity Number:	DOS-UGA-SMGCG-FY25
Deadline for Applications:	July 31, 2024, by 11:59 PM (UTC +3)
Assistance Listing Number:	19.029 – The U.S. President's Emergency Plan for AIDS Relief Programs
Maximum for Each Award:	$15,000 USD
Total Amount Available:	$310,000 USD
Period of Performance:	12 months with the option to extend up to an additional 12 months based on grantee performance and the availability of funds. Proposals submitted under this NOFO should not exceed 12 months.
Target Recipients:	Non-Governmental Organizations (NGO), Faith Based Organizations (FBO) and Community Based Organizations (CBO).

A. PROGRAM DESCRIPTION

The U.S. Embassy Kampala / PEPFAR Uganda Small Grants Office announces an open competition for organizations to submit applications for a community grants program to combat HIV/AIDS. Outlined in this announcement are PEPFAR Uganda's funding priorities, the strategic focus themes, and the proposal submission procedures. Please carefully read and follow all instructions below.

PROGRAM OBJECTIVES:

PEPFAR Uganda invites proposals for projects that do one or more of the following:

- Promote HIV/AIDS prevention.
- Address stigma, discrimination and/or gender-based violence (GBV).
- Promote capacity building of local organizations and community structures to combat HIV.
- Strengthen democracy and governance related to the national HIV response.
- Promote HIV care and treatment, and continuity of HIV treatment, with a focus on key and priority populations that are disproportionately impacted by HIV.

PRIORITY REGION:

This program is open to eligible organizations in all districts of Uganda with exception of activities targeting Adolescent Girls and Young Women (AGYW) activities in DREAMS districts.

TYPES OF PROJECTS THAT WILL BE PRIORITIZED:

- Adolescent-friendly sex education and HIV prevention activities, campaigns, and workshops outside of the school day; activities that improve linkage to HIV treatment, support disclosure, treatment continuity and viral load suppression among children and adolescents living with HIV through family counseling and peer groups; youth camps that promote prevention.

- Providing job skills training for women and girls living with HIV.

- Religious leader training programs focused on HIV/AIDS, addressing misinformation about HIV, and building inter-faith networks to support people living with HIV/AIDS (PLHIV).

- Enrolling and retaining members of key populations (KP) living with HIV in HIV care and treatment and other health services towards the PEPFAR 95-95-95 goal[1]; providing targeted HIV testing and counseling (HTC) that are accessible to KPs (i.e. mobile counseling and testing, drop-in centers, "hotspots," and households); promoting an inclusive community view of the legal environment around KP programming; helping KPs know their legal rights and enabling them to advocate for basic human rights; or building capacity within civil society organizations to combat stigma and discrimination.

- Implementing education programs for HIV prevention and awareness, including for key and priority populations.

- Projects targeting males which may include health education, targeted HIV testing and counseling, couples counseling, safer sexual practices, risk reduction counseling, family planning and linking HIV negative male partners to voluntary medical male circumcision (VMMC) programs, and education programs to reduce incidence of GBV.

- Evidence-based programs in positive parenting, positive gender norms training, and treatment continuity support groups; provide education support to ensure school retention, transition and completion targeting highly vulnerable adolescent girls (both HIV infected and affected) at-risk of dropping out of school; provide targeted assistance to children and caregivers that have been survivors of GBV including identification and notification of GBV cases, linkage to health and psychosocial services, and follow-up through the legal redress process; counselling and sensitization to disclosing HIV status.

- Developing networks of PLHIV to increase retention in care and offering access to mental health or psychosocial support services to reduce the risk of developing mood, anxiety, depression, and other mental health concerns.

- Approaches to improve awareness, access and use of HIV/AIDS prevention, care, and treatment services by people with disabilities (PWD), and inclusion in policy dialogue and decision making.

[1] 95% of people living with HIV know their status; 95% of PLHIV who know their status initiate treatment; 95% of PLHIV on treatment are virally suppressed.

- Use of technology and social media (WhatsApp, Facebook, Twitter, etc.) to target youth; HIV/AIDS education, providers map of facilities for testing and treatment; creating internet hubs to attract beneficiaries.

- Training for local press to effectively cover HIV/AIDS.

- Projects outside of Kampala and Wakiso are particularly encouraged to apply.

THE FOLLOWING TYPES OF PROJECTS ARE NOT ELIGIBLE FOR FUNDING:

- Projects promoting political or specific religious activity.
- Construction projects.
- Lobbying for or against specific legislation.
- Projects sponsored by an individual or a for-profit organization.
- Projects focused on adolescent girls (mentoring, income-generating activities, school retention, etc.) in DREAMS districts and cities (Agago District, Apac District, Bukomansimbi District, Fort Portal City, Gomba District, Gulu District, Gulu City, Kalangala District, Kampala District, Kampala City, Kassanda District, Kayunga District, Kwania District, Kyotera District, Lira District, Lira City, Luwero District, Lwengo District, Lyantonde District, Masaka District, Masaka City, Mbarara District, Mbarara City, Mityana District, Mubende District, Mukono District, Omoro District, Oyam District, Rakai District, Sembabule District, Wakiso District).
- Generalized HIV testing (if done, testing must be targeted to key/priority populations).

AUTHORIZING LEGISLATION, TYPE AND YEAR OF FUNDING

Funding authority rests in the Foreign Assistance Act of 1961.

There are many examples of ideal PEPFAR Small Grants projects. However, successful projects share similar features.

Small Grant activities should:

- Be unique, innovative and be able to clearly show impact and effectiveness.
- Improve basic conditions at the local, community or village level.
- Provide services directly to the community or improve access or referrals to health facilities and services.
- Benefit a substantial number of people in the community.
- Be within the means of the local community to operate and maintain.
- Be conducted by a Ugandan group. Community-Based Organizations, KP-led, women-led, youth-led, faith-based organizations, and groups of people living with HIV/AIDS are encouraged to apply.
- Be focused on long-term community impact and the project must be sustainable on its own or with help from the community when the grant is completed.
- Be able to measure the results of the project (for example, be able to count children or people served; number of volunteers trained; number of people reached during a campaign). Monitoring and evaluation is a key requirement.

PARTICIPANTS AND AUDIENCES:
The Small Grants Office welcomes applications from registered non-profit Ugandan organizations such as:

- Community Based Organizations (CBO)
- Faith Based Organizations (FBO)
- Non-Governmental Organizations (NGO).

Targeted participants/beneficiaries of the PEPFAR Uganda Community Grants to Combat HIV/AIDS for this proposal include the following:

1. Adolescents Girls and Young Women (AGYW)
2. Key Populations (KPs)
3. Men and Young Males (MYM)
4. Orphans and Vulnerable Children (OVCs)
5. People Living with HIV (PLHIV)
6. People with Disabilities (PWDs)

1. ADOLESCENT GIRLS AND YOUNG WOMEN (AGYW)
Adolescent Girls and Young Woman (AGYW) are defined as females between ages 10-24. According to UNAIDS Global AIDS Update Report 2023, women and girls continue to be disproportionately affected by HIV, accounting for 63% of the new HIV infections in Eastern and Southern Africa. Young women and girls in Uganda are twice as likely to be living with HIV as boys and men of the same age and account for one in three new infections. Grant applications focused on AGYW should address one or more of the following issues: gender equality and social norms, education, financial empowerment, family planning, income-generating activities and trainings, HIV/AIDS prevention and/or treatment, GBV and sexual assault prevention and counselling, and engaging male partners of HIV+ women.

2. FAITH-BASED COMMUNITIES
Applications geared towards faith-based communities should focus on building interfaith connections, combatting misinformation by religious communities, faith, and traditional healers, addressing issues of gender equality, social norms that drive HIV, education, financial empowerment, family planning, HIV/AIDS prevention and/or treatment, stigma reduction, GBV and sexual assault prevention and counselling.

3. KEY POPULATIONS
Key and priority populations (KP/PP) include people who are affected by punitive laws, regulations, and policies, severely stigmatized and marginalized, and are disproportionately affected by HIV. Additional information about these populations can be found in the PEPFAR 5-year strategy and PEPFAR Uganda's Strategic Direction Summary.

KP/PP applications should use **community-based outreach** as an effective method of overcoming challenges. Projects should aim to increase KPs' access to health services, build capacity within civil society organizations to combat stigma and discrimination, prevent HIV/AIDS in key and priority populations and/or secure human rights.

4. MEN AND YOUNG MALES

Ugandan men are a priority population for PEPFAR Uganda Community Grants as recent statistics indicate there are persistent case identification gaps among men, and men engaging in sexual activity with non-marital or cohabitating partners are less likely to use condoms as they age. Grants targeting these individuals could focus on sexual violence prevention; HIV/AIDS prevention; referrals for HIV testing for men in transitory populations such as truck drivers, boda-boda drivers, or fisher folk.

5. ORPHANS AND VULNERABLE CHILDREN

OVCs, under the PEPFAR program, are defined as children 0-17 years of age who have one or more of the following characteristics: have lost a parent to HIV/AIDS; who are otherwise directly affected by HIV; or who live in areas of high HIV prevalence and may be vulnerable to HIV or its socioeconomic effects. OVC applications should emphasize **family-centered activities** that lessen the impact of HIV/AIDS on children and adolescents, including meeting their most basic needs of health, safety, stability, and schooling, preventing HIV/AIDS, and the reduction of gender-based violence.

6. PEOPLE LIVING WITH HIV (PLHIV)

Programs focused on people living with HIV could focus on linkage to treatment, referrals to testing, counselling, access and availability of mental health services or psychosocial support for PLHIV and families, developing networks to increase continuity of care, and income-generating activities. Counseling on disclosure of one's status to their partner and family, providing mental services to PLHIV to reduce the prevalence of anxiety, depression, and other mental health concerns, and reducing stigma are additional key activities.

7. PEOPLE WITH DISABILITIES

Programs focused on people living with disabilities could focus on linkage to treatment, referrals to testing, counselling and income-generating activities. Counselling and reducing stigma are additional key activities.

B. FEDERAL AWARD INFORMATION

Project Performance Period: Project should be completed in 12 months. Best performing grantees can be renewed for an extra year subject to availability of funding.
Award Amounts: Grant Agreements can be between $7,000 and $15,000 USD (Budget should be submitted in Ugandan shillings. When creating the budget, applicants should use a 3650UGX/$1 exchange rate.)
Total Funding available: $310,000 USD
Type of Funding: Fiscal Year 2025 PEPFAR Uganda Community Grants to Combat HIV/AIDS
Anticipated project start date: January 2025 ***This notice is subject to availability of funding.***
Anticipated Number of Grants to be Awarded: 20 – 25

This notice is subject to availability of funding.

FUNDING INSTRUMENT TYPE

This award will be administered as a Grant. The PEPFAR small grants office will have a reasonable level of involvement in project cocreation, monitoring and providing technical support to grantees during the implementation.

PROGRAM PERFORMANCE PERIOD

Proposed activities should be completed in 12 months or less. The PEPFAR Small Grants Office will entertain applications for continuation grants funded under these awards beyond the initial budget period 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 Uganda PEPFAR program.

C. ELIGILIBITY INFORMATION

1. ELIGIBLE APPLICANTS

The PEPFAR Small Grants Office welcomes applications from **registered non-profit Ugandan organizations** such as Community Based Organizations (CBO), Faith Based Organizations (FBO), or Non-Governmental Organizations (NGO).

Organizations selected for funding are required to have a direct impact in their local community and have community support in the form of funding, labor and/or other services. Selected organizations must be able to establish clear performance goals, indicators and timely project deliverables that can be externally verified. Funded organizations are also required to monitor, measure and report results achieved in accordance with PEPFAR's reporting requirements. Once the grant performance period is complete, the organization's activities must be sustainable on their own or with other funding from the community and/or other donors.

For-profit, commercial, or unregistered entities are not eligible to apply.

2. COST SHARING OR MATCHING

Cost sharing, matching, or cost participation amount is not required under this NOFO.

3. OTHER ELIGIBILITY REQUIREMENTS

- Applicants are allowed to submit more than one proposal per organization.
- The PEPFAR Small Grants Office reserves the right to request additional background information on applicants that do not have previous experience administering federal grant awards.
- In order to be eligible to receive an award, all organizations must have a Unique Entity Identifier (UEI) number issued via www.SAM.gov as well as a valid registration on www.SAM.gov. Please see Section D.2 for more information. Individuals are not required to have a UEI or be registered in SAM.gov.

- Any applicant listed on the Excluded Parties List System in the System for Award Management (SAM) (www.sam.gov) is 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 Excluded Parties List System in SAM can participate in any activities under an award. All applicants are strongly encouraged to review the Excluded Parties List System in SAM to ensure that no ineligible entity is included in their organization or as a subcontractor.

D. APPLICATION AND SUBMISSION INFORMATION

1. APPLICATION PACKAGE

Our application process is outlined below. We do not accept copies of applications that have been written in a different format. Please only use the supplied application forms.
The application package contains the following:

- **Forms to be attached to electronic email submission:**
    - **Download:** Annex A – PEPFAR Application of Interest_FY2025
    - **Download:** Annex B – PEPFAR Detailed Budget Summary_FY2025
    - **Download:** Annex C – Application for Federal Assistance (SF-424)
    - **Download:** Annex D – Budget Information for Non-Construction Program (SF-424A)
    - **Download:** Annex E – Assurances for NON-Construction Programs (SF-424B)
    - A copy of the organization's registration certificate

- **Application guide:** Please find a short presentation below providing guidance on how to apply for this grant. **Download:** How to Apply for a PEPFAR Community Grant to Combat HIV/AIDS –

- **Please include the following information in your email:**
    -
    - Email subject: FY2025 NOFO_Your organization's name.
    - Body of the email: Indicate the project tile, beneficiaries, location among other information.

- **Submit your application to KampalaPEPFAR@state.gov**

1. CONTENT AND FORM OF APPLICATION SUBMISSION

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

- The proposal clearly addresses the goals and objectives of this funding opportunity.
- All documents are in English.
- All budgets are in Ugandan Shillings, with a 3650UGX/$1 exchange rate (subject to daily currency fluctuation since payment will be in U.S. dollars).
- Application form is for FY2025. Applications from previous years are not acceptable.

- Application form is not changed in any way.
- Application is completed electronically in its original format. Please do not print and hand-write your application. Do not print and send a .pdf your application.
- Application must be received electronically via email. Please do not mail your application form.
- Application is received by the posted due date and time.
- Application is received with all required documentation.
- All pages are numbered.
- All documents are formatted to 8 ½ x 11 paper, and
- All Microsoft Word documents are single-spaced, 12-point Calibri font, with a minimum of 1-inch margins.

The application package contains the following:

- **Mandatory forms to be attached to electronic email submission:**
    - PEPFAR Application of Interest_FY2025 (**Filled out completely**)
    - PEPFAR Budget Summary_FY2025
    - Application for Federal Assistance (SF-424)
    - Budget Information for Non-Construction Program (SF-424A)
    - Assurances for NON-Construction Programs (SF-424B)
    - A copy of the organization's registration certificate

- **Unique Entity Identifier and System for Award Management (SAM.gov)**
  If selected to receive a PEPFAR Uganda Community Grants for HIV/AIDS, your organization will be required to obtain a registration and Unique Entity ID on www.SAM.gov. This registration is free of charge.

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 with the 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.

Note: As of April 2022, a DUNS number is no longer required for federal assistance applications.

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

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 number prior to registering in SAM.gov.

- 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 do need a UEI number prior to registering in SAM.gov.

- **Please note that as of November 2022 and February 2022 respectively, organizations based outside of the United States that do not intend to apply for U.S. Department of Defense (DoD) awards are no longer required to have a NATO Commercial and Government Entity (NCAGE) code or CAGE code to apply for non-DoD foreign assistance funding opportunities.** If an applicant organization is mid-registration and wishes to remove a CAGE or NCAGE code from their SAM.gov registration, the applicant should submit a help desk ticket ("incident") with the Federal Service Desk (FSD) online at www.fsd.gov using the following language: "I do not intend to seek financial assistance from the Department of Defense. I do not wish to obtain a CAGE or NCAGE code. I understand that I will need to submit my registration after this incident is resolved in order to have my registration activated."

Organizations based outside of the United States and that DO NOT plan to do business with the DoD should follow the below instructions:

Step 1: Proceed to SAM.gov to obtain a UEI and complete the SAM.gov registration process. SAM.gov registration must be renewed annually.

Organizations based outside of the United States and that DO plan to do business with the DoD in addition to Department of State should follow the below instructions:

Step 1: Apply for an NCAGE code by following the instructions on the NSPA NATO website linked below:

NCAGE Homepage:
https://eportal.nspa.nato.int/AC135Public/sc/CageList.aspx
NCAGE Code Request Tool (NCRT):

Exemptions
An exemption from the UEI and sam.gov registration requirements may be permitted on a case-by-case basis if:

- An applicant's identity must be protected due to potential endangerment of their mission, their organization's status, their employees, or individuals being served by the applicant.
- For an applicant, if the Federal awarding agency makes a determination that there are exigent circumstances that prohibit the applicant from receiving a unique entity identifier and completing SAM registration prior to receiving a Federal award. In these instances, Federal awarding agencies must require the recipient to obtain a unique entity identifier and complete SAM registration within 30 days of the Federal award date.

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.

2. SUBMISSION DATES AND TIMES

PEPFAR Uganda Small Grants Office will only accept proposals from the date of this notice of funding through 11:59 PM (UTC+3) on July 31, 2024. No applications will be accepted after that date.

3. FUNDING RESTRICTIONS

Funding cannot be used for the following purposes:

- Construction of buildings.
- Generalized HIV testing (if done, testing must be targeted to key/priority populations).
- This grant does not pay for anything that your project can obtain from the local health facility (test kits, condoms, medicines, etc.).

- Projects focused on adolescent girls (mentoring, income-generating activities, school retention, etc.) in DREAMS districts and cities (Agago District, Apac District, Bukomansimbi District, Fort Portal City, Gomba District, Gulu District, Gulu City, Kalangala District, Kampala District, Kampala City, Kassanda District, Kayunga District, Kwania District, Kyotera District, Lira District, Lira City, Luwero District, Lwengo District, Lyantonde District, Masaka District, Masaka City, Mbarara District, Mbarara City, Mityana District, Mubende District, Mukono District, Omoro District, Oyam District, Rakai District, Sembabule District, Wakiso District).
- Salary supplements to any employee of the Ugandan government, Ugandan police, or local religious leaders including sitting fees, facilitation fees, travel reimbursement, etc.
- Salary, rent, utilities, office furniture and other indirect costs related to the organization applying for the Community Grants funding.
- Land purchase, security guards, motor vehicles (including motorcycles, but excluding bicycles), motor vehicle repairs or upkeep.
- Capital funding for any village savings and loan association (VSLA), savings and credit cooperative organization (SACCO), or other micro-finance effort.
- Outside audits (not required by the PEPFAR Uganda Small Grants Office).
- Purchase of alcoholic beverages.

4. OTHER SUBMISSION REQUIREMENTS

Email Submission: All application materials must be submitted using the organization's primary email to: **KampalaPEPFAR@state.gov**

E. APPLICATION REVIEW INFORMATION

1. CRITERIA

Each application will be evaluated and rated based on the evaluation criteria outlined below. The criteria listed is closely related and is considered as a whole in judging the overall quality of an application.

Application completion: The application is complete. All sections are filled in and required documentation is included. Information is clear and consistent throughout the application. Application rules for submission are followed. Application templates are not changed or transformed in any way. ***All incomplete applications will be disqualified.***

Strategic alignment with the NOFO priorities – 20 points: The program idea is well developed and aligns with the stated goals of the program. The proposal works towards achieving PEPFAR's 95-95-95 HIV/AIDS goals. Target participants/beneficiaries are in accordance with the NOFO.

Organizational capacity and community support **– 10 points*:*** The organization is a registered Ugandan NGO, CBO or FBO. Organizations **must have** identified existing partnerships, linkages and support systems in the project community. This may include health centers, other NGO/CBO/FBO organizations, PEPFAR Uganda implementing partners, and any outside donors. The organization has expertise in its stated field and has reasonable internal controls in place to manage federal funds. Physical presence of the organization in the proposed area of implementation is highly recommended.

Quality of project idea, goals & objectives **– 25 points*:*** The organization demonstrates a strong understanding of their project, and the community needs that are being met. All goals, objectives and activities are clearly defined and support the beneficiaries. Goals and objectives are clearly stated, and program approach is likely to provide maximum impact in achieving the proposed results. The proposal includes a reasonable implementation timeline.

Budget **– 10 points*:*** The budget justification narrative is detailed. Costs are reasonable in relation to the proposed activities and anticipated results. The budget is realistic, accounting for all necessary expenses to achieve proposed activities. Unallowable items are not included. Budget is in Ugandan shillings using 3650UGX/$1 exchange rate to convert to USD.

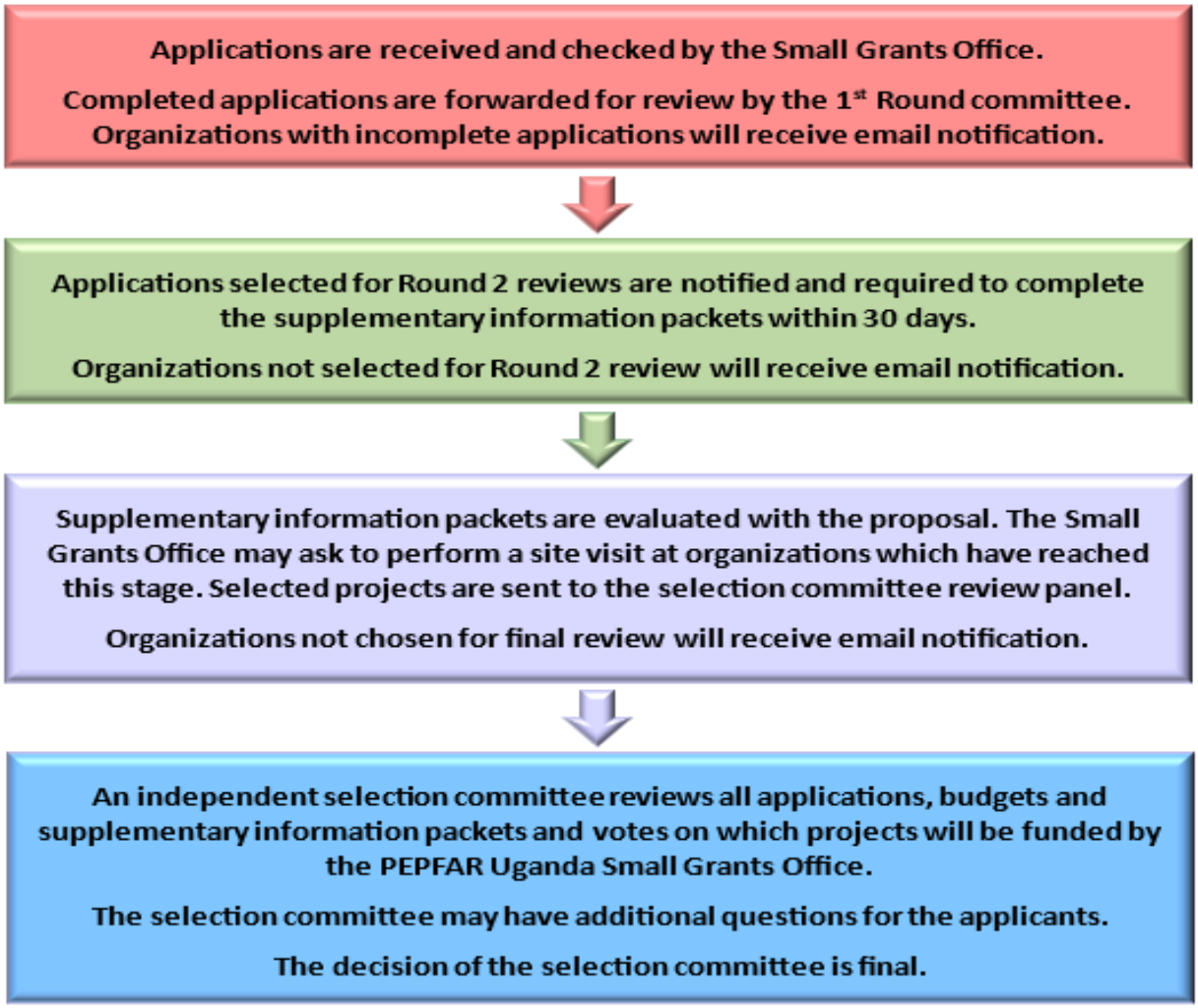
Monitoring and evaluation plan **– 10 points*:*** Applicant demonstrates an ability to measure program success against key indicators and provide milestones to indicate progress toward goals outlined in the proposal. The project includes output and outcome indicators that can be externally verified and shows how and when those will be measured.

Sustainability **– 15 points*:*** Project activities will continue to have positive impact after the end of the project.

Innovation **– 10 points*:*** Creative and effective strategies and uses of technology to reach and engage with beneficiaries among other innovative approaches to implementation.

2. REVIEW AND SELECTION PROCESS

All applications will undergo three rounds of screening, review and evaluation. The first round will involve screening for application completeness. The second and third rounds will be done by review committees that will evaluate and score all eligible applications.



F. FEDERAL AWARD ADMINISTRATION INFORMATION

1. FEDERAL AWARD NOTICES

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

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

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

Payment Method:
Payments will be made in at least four quarterly installments (in Ugandan shillings based on the current daily exchange rate at the time of disbursement), as needed to carry out the project activities. Details will be outlined in the grant agreement.

2. 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:

- 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).

3. REPORTING

Reporting Requirements: Recipients will be required to submit financial reports and program reports. The award document will specify how often these reports must be submitted.

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

G. FEDERAL AWARDING AGENCY CONTACTS

If you have any questions about the grant application process, please contact PEPFAR Uganda Small Grants office at KampalaPEPFAR@state.gov or +256 414 306 421.

For assistance with Grants.gov accounts and technical issues related to using the system, please call the Contact Center at 1-800-518-4726 or email support@grants.gov. The Contact Center is available 24 hours a day, seven days a week, except federal holidays.

Note: We do not provide any pre-consultation for application-related questions that are addressed in the NOFO. Once an application has been submitted, State Department officials and staff — both in the Department and at embassies overseas — may not discuss this competition with applicants until the entire proposal review process is completed.

H. OTHER INFORMATION

- Applicants should be aware that the Small Grants Office 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 the Small Grants Office cannot guarantee that such information will not be disclosed, including pursuant to the Freedom of Information Act (FOIA) or other similar statutes.

- Issuance of the NOFO and negotiation of applications does not constitute an award commitment on the part of the U.S. government. The Small Grants Office reserves the right to reduce, revise, or increase proposal budgets in accordance with the needs of the program's requirements.

GUIDELINES FOR BUDGET JUSTIFICATION

Please complete the detailed budget summary template provided as part of the application package.

- Do not include unallowable items in your budget.
- Each activity should have a separate budget section and sub-total. Activities included in the budget should be linked to those included in the expression of interest. Please provide a brief description of the activity including number of participants in the comments section.
- Do not enter "lump sums" for multiple items. They must be listed individually. ex: Sewing supplies is not acceptable - list each item individually as sewing machine, thread, scissors, fabric, etc.
- The provided budget summary is a framework set up so that the program can evaluate your project budget, print and compare with other projects. **Do not change the format.** You may add lines as needed to include all activities and items you will need for your organization's project per your application of interest.