Notice of Funding Opportunity (NOFO)

National Disaster Coverage Training for Indonesian Journalists

U.S. Embassy Jakarta, Department of State

Opportunity number: PAS-Jakarta-FY26-09

Application deadline: August 28, 2026 at 11:59 p.m. (WIB)

Table of Contents

U.S Department of State
EAP/U.S. Embassy Jakarta**, Public Diplomacy Section**
Notice of Funding Opportunity

A. BASIC INFORMATION

1. Overview

Funding Opportunity Title	National Disaster Coverage Training for Indonesian Journalists
Funding Opportunity Number	PAS-Jakarta-FY26-09
Announcement Type	Initial announcement
Deadline for Applications	August 28, 2026 at 11:59 p.m. (WIB)
Assistance Listing Number	19.040 – Public Diplomacy Program
Length of performance period	12 months
Number of awards anticipated	One award
Award amounts	Awards may range from a minimum of $15,000 to a maximum of $25,000
Total available funding	$25,000
Type of Funding	FY26 Public Diplomacy Funds
Anticipated project start date	November 1, 2026

Funding Instrument Type: Cooperative Agreement

Project Performance Period: Proposed projects should be completed in 12 months or less.

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

2. Executive Summary

U.S. Embassy Jakarta announces an open competition to implement a specialized training program for Indonesian journalists in disaster-prone areas across Indonesia. Priority provinces include North Sumatra, West Sumatra, and Central Sulawesi. This program aims to build disaster reporting capacity and equip media professionals with skills to cover natural disasters and emergency situations.

The program will train at least 150 journalists in seven provinces from a range of media outlets and geographic regions in crisis communication best practices, safety protocols for reporting in hazardous conditions, interviewing techniques, and methods for delivering critical public safety information during emergencies.

This program advances U.S. foreign policy priorities by strengthening Indonesia's capacity for accurate, timely, and credible disaster reporting and contributing to public safety. When journalists on the ground can rapidly verify and communicate emerging threats, Indonesian communities receive the warnings they need to act and the window for preventable casualties narrows. In a region where natural disasters routinely test the limits of national response systems, the ability to move from accurate information to coordinated action is a pillar of regional stability. A resilient and well-informed Indonesian society advances the broader security architecture that underpins U.S. strategic interests and long-term regional stability across the Indo-Pacific.

Please follow all instructions below.

B. ELIGIBILITY

1. Eligible Applicants

The following organizations are eligible to apply:

- Indonesia-based non-profit organizations and non-government organizations (NGO)
- Indonesian public and private educational institutions
- Indonesian journalism associations and media development organizations
- Indonesian civil society organizations with experience in journalism training or disaster preparedness

Applications from organizations that have experience in managing journalism training programs, media capacity building, disaster preparedness initiatives, and professional development programs are encouraged to apply.

For-profit entities, even those that may fall into the categories listed above, are **not** eligible to apply for this 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. For more information on the difference between sub-contract and sub-recipient, please refer to 2 CFR 200.331.

2. Cost Sharing or Matching

Cost sharing or matching is encouraged but not required for this funding opportunity.

3. Other Eligibility Requirements

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.3 for more information. Individuals are not required to have a UEI or be registered in SAM.gov.

Applicants are only allowed to submit one proposal per organization. If more than one proposal is submitted from an organization, all proposals from that institution will be considered ineligible for funding under this funding opportunity.

4. This opportunity will not support:

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

C. PROGRAM DESCRIPTION

1. Project Background, Goals, and Objectives

Indonesia is one of the most disaster-prone nations on earth. Situated on the Pacific Ring of Fire and spanning more than 17,000 islands, the archipelago experiences an extraordinary frequency of natural hazards including earthquakes, volcanic eruptions, tsunamis, floods, and landslides affecting millions of people and causing billions of dollars in economic losses each year. North Sumatra, West Sumatra, and Central Sulawesi represent some of the highest-risk disaster zones in the country, sitting atop active fault lines, near active volcanoes, and along coastlines vulnerable to tsunamis and storm surge. North Sumatra and West Sumatra were hit by extreme weather at the end of 2025 that caused massive landslide and took the lives of hundreds of locals.

Central Sulawesi was devastated by the 2018 Palu earthquake and tsunami, which killed more than 4,000 people.

Despite this persistent threat environment, most journalists working in these regions lack formal training in the specialized skills required to cover disasters safely and effectively, including safety protocols for hazardous environments, crisis communication best practices, fact-checking and digital verification tools, coordination with emergency officials, and public safety information delivery. When disasters strike and journalists are unprepared, inaccurate reporting can impede evacuation and undermine public trust in emergency systems. The training will be conducted through workshops, field exercises, mentorship, and simulated disaster scenarios. By strengthening the capacity of local journalists to report accurately and responsibly during crises, this initiative promotes a free, independent, and professional press and supports resilient, well-informed communities that are better equipped to withstand and recover from disasters, advancing the U.S. foreign policy goal of strengthening regional disaster response and security cooperation in the Indo-Pacific.

Project Audience(s):

Primary Audience:

- Journalists from print, broadcast, and digital media working in disaster-prone areas across Indonesia
- Newsroom editors and managers responsible for disaster coverage
- Participants must be Indonesian citizens or residents

Secondary Audience:

- Emergency management officials and first responders (PMI, BNPB)
- Civil society communicators working on disaster preparedness
- Indonesian media organizations and journalism associations
- Local government officials responsible for public information during emergencies

Project Goal

A well-trained Indonesian press corps that can report accurately under emergent conditions strengthens public trust, supports government accountability, and creates the reliable information environment that the United States and regional partners depend on to coordinate effective humanitarian assistance. This project will contribute to a more stable information environment and improve national and regional disaster response coordination.

A successful project would equip at least 150 Indonesian journalists with proficiency in accurate, ethical, and effective disaster reporting, including coverage of earthquakes, tsunamis, floods, landslides, and volcanic eruptions, as measured by pre- and post-training competency assessments. Participants would develop specialized skills in safety protocols for hazardous environments, crisis communication best practices, fact-checking and digital verification, and coordination with emergency officials. At least 75 trained media professionals would apply these skills to deliver critical public safety information during real disaster events. The project would generate multiplier effects by building a cohort of disaster-ready journalists capable of mentoring colleagues and elevating reporting standards across Indonesian newsrooms in the country's highest-risk regions.

Project Objectives: The project objectives are the specific and measurable results PDS aims to achieve through this project. They describe necessary and pre-requisite changes required to move closer to achieving the project goal.

- Objective 1 – Equip a minimum of 150 Indonesian journalists from print, broadcast, and digital media across at least seven provinces with proficiency in disaster reporting, including safety protocols for hazardous environments, crisis communication best practices, fact-checking and digital verification tools, and coordination with emergency officials Pre- and post-training competency assessments will demonstrate skill improvement among at least 70 percent of participants.
- Objective 2 – Ensure at least 75 trained media professionals apply newly acquired disaster reporting skills to deliver accurate, timely, and credible public safety information during at least one real disaster event within the project period, as documented through published reports, broadcast coverage, or verified field activity records.
- Objective 3 – Build a cohort of disaster-ready journalists capable of mentoring colleagues, with at least 30 participants committing to formal or informal peer mentorship or in-newsroom training activities within six months of program completion, as measured by post-program follow-up surveys or documented mentorship agreements.

2. Substantial Involvement

This award will be a cooperative agreement. In consultation with the U.S. Embassy Jakarta, the award recipient must actively engage with and manage the details of the training as well as communication with participating Indonesian journalists and other collaborators/partners.

U.S. Embassy Roles and Responsibilities:

Working closely with the award recipient, U.S. Embassy Jakarta will be involved in:

- Consultation on the development of the scheduled program
- Review and approval of training locations
- Participation in the selection of participants
- Review and approval of the agenda and content of activities (training modules, workshops, practical exercises, panel discussions, mentorship, etc.)

- Coordination with U.S. experts from ECA's U.S. Speaker Program roster
- Review and approval of social media, traditional media, and other publicity content
- Review and approval of final program materials, photos, and videos

Recipient Roles and Responsibilities:

The award recipient is expected to:

- Develop, organize, and implement an open call for journalists and media professionals working in disaster-prone areas
- Manage a selection process in collaboration with PAS and other stakeholders
- Identify and select at least 200 participants representing a range of media outlets, geographic regions, and experience levels
- Source, organize, and manage experts to hold workshops, participate in panel discussions, and engage in mentorship and field practices
- Develop, organize, and manage comprehensive training modules covering safety protocols, technical skills, disaster science, ethical reporting, digital tools, fact-checking, interviewing techniques, and coordination with emergency officials
- Develop, coordinate, and oversee practical exercises including simulated disaster reporting scenarios, case study analysis, and field exercises
- Identify, coordinate, and manage venues for all training activities, including audio, visual, and sound system support
- Design and distribute digital and non-digital marketing and promotional materials
- Develop a comprehensive social media campaign plan for all activities
- Develop a resource library and best practices guide for disaster coverage
- Plan to expand public awareness and visibility beyond the program
- Provide all design files, photos, and videos of the program
- Provide a promotion-ready, U.S. Embassy approved photo album and video series after completion
- Maintain regular, transparent communication via email, phone, video conference calls, and face-to-face meetings with the grants officer, grants officer representative, and program officer throughout the period of performance

D. APPLICATION CONTENTS AND FORMAT

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

Content of Application

Please ensure:

- The proposal clearly addresses the goals and objectives of this funding opportunity
- All documents are in English
- All budgets are in U.S. dollars
- All applicant authorized signatures are provided where indicated on the various, required forms.

The following documents are **required**:

1. Mandatory application forms

- SF-424 (Application for Federal Assistance – organizations) or SF-424-I (Application for Federal Assistance --individuals) at grants.gov or Embassy website at id.usembassy.gov
- SF-424A (Budget Information for Non-Construction programs) at grants.gov or Embassy website.
- SF-424B (Assurances for Non-Construction programs) at grants.gov or Embassy website. (note: the SF-424B is only required for individuals, organizations exempt from registration, and for organizations not required to fully register in SAM.gov)

2. Proposal (10 pages maximum)

Applicants must submit a complete narrative proposal. The proposal should contain sufficient information so that anyone not familiar with it would understand exactly what the applicant wants to do. The proposal must include all the items below:

- **Proposal Summary:** Short narrative that outlines the proposed project, including project objectives and anticipated impact.
- **Introduction to the Organization applying**: A description of past and present operations, showing ability to carry out the program, including information on all previous grants from the U.S. Department of State and/or U.S. government agencies. Include specific experience implementing media development programs, working with journalists and media outlets, and operating in Indonesia.
- **Problem Statement:** Clear, concise and well-supported statement of the problem to be addressed and why the proposed program is needed.
- **Program Methods, Design, Activities, and Deliverables:** The "goals" describe what the program is intended to achieve. The "objectives" refer to the intermediate accomplishments on the way to the goals. These should be achievable and measurable. Describe the program activities and how they will help achieve the objectives.
- **Proposed Project Schedule and Timeline:** The proposed timeline for the program activities. Include the dates, times, and locations of planned activities and events.
    - Months 1-4: Activity/course design, identifying participants and media organizations, planning trainings, securing advisors and SME consultants

- Months 4-8: Implementation and media trainings
- Months 8-12: Evaluation and closeout activities

- **Key Personnel:** Names, titles, roles and experience/qualifications of key personnel involved in the program. What proportion of their time will be used in support of this program?
- **Project Partners:** List the names and type of involvement of key partner organizations and sub-awardees (if applicable).
- **Future Funding or Sustainability** Applicant's plan for continuing the program beyond the grant period, or the availability of other resources, if applicable.
- **Monitoring & Evaluation Plan:** Proposals must include a Monitoring and Evaluation (M&E) Performance Monitoring Plan (PMP) that explains how the applicant plans to track project performance and measure progress toward the project's goals and objectives. The PMP should include "If-Then" statements to illustrate how the project activities will lead to the intended results, along with a short datasheet outlining proposed project activities and the indicators that will be used to measure success. Include specific approaches for measuring improvements in capacity among targeted institutions.

3. *Budget Justification Narrative*

- **Detailed Budget** - Applicants must submit a detailed line-item budget. Line-item expenditures should be listed in the greatest possible detail. The budget must identify the total amount of funding requested, with a breakdown of amounts to be spent in the following budget categories: personnel; fringe benefits; travel; equipment; supplies; consultants/contracts; other direct costs; and indirect costs. Personnel salaries should include the level of effort and the rate of pay, which should cover the percentage of time each staff member will dedicate to grant-based activities. If an organization is charging an indirect cost rate without a NICRA, it must apply it to the modified total budget costs (MTDC), refer to 2CFR§200.1. **Budgets shall be submitted in U.S. dollars** and final grant agreements will be conducted in U.S. dollars.

- **Budget Justification Narrative** – Applicants must submit a budget justification narrative to accompany the detailed line-item budget. The purpose of the budget justification narrative is to supplement the information provided in the detailed budget spreadsheet by justifying how the budget cost elements are necessary to implement project objectives and accomplish the project goals. The budget justification narrative is a tool to help Embassy staff fully understand the budgetary needs of the applicant and is an opportunity to provide descriptive information about the requested costs beyond the constraints of the budget template. Together, the detailed budget spreadsheet, the budget justification narrative, and the SF-424A should provide a complete financial and qualitative description that supports the proposed project plan and should be directly related to the specific project components described in the applicant's proposal.

  Additional Budget Notes:

- Audit Requirements: Please note the audit requirements for Department of State awards in the Standard Terms and Conditions https://www.state.gov/m/a/ope/index.htm and 2CFR200, Subpart F – Audit Requirements. The cost of the required audits may be charged either as an allowable direct cost to the award OR included in the organization's established indirect costs in the award's detailed budget.

4. ***Attachments***

- **Key Personnel Resumes**: A résumé, not to exceed one page in length, must be included for the proposed key staff persons, such as the Project Director and Finance Officer, as well as any speakers or trainers (if applicable). If an individual for this type of position has not been identified, the applicant may submit a 1-page position description, identifying the qualifications and skills required for that position, in lieu of a résumé.

- **Letters of support from program partners:** Letters of support should be included for sub-recipients or other partners. The letters must identify the type of relationship to be entered into (formal or informal), the roles and responsibilities of each partner in relation to the proposed project activities, and the expected result of the partnership. The individual letters cannot exceed 1 page in length.

- **Indirect Costs**: If your organization has a Negotiated Indirect Cost Rate Agreement (NICRA) and includes NICRA charges in the budget, your latest NICRA should be included in the application submission.

- **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 501(c)(3) Internal Revenue Service determination letter, and non-U.S. organizations should provide evidence of non-profit status issued by a government entity).

- **Proof of Registration:** A copy of the organization's registration should be provided with the proposal application. U.S.-based organizations should submit a copy of their IRS determination letter. Indonesia-based organizations should submit a copy of their certificate of registration from the appropriate government organization.

Other items <u>NOT</u> required/requested with the application submission, but which *may* be requested if your application is approved to move forward in the review process include:

a. Copies of an organization or program audit within the last two (2) years
b. Copies of relevant human resources, financial, or procurement policies
c. Copies of other relevant organizational policies or documentation that would help the Department determine your organization's capacity to manage a federal grant award overseas
d. Documentation that demonstrates the recipients' plan and/or policy to safeguard PII of participants and beneficiaries. It is the responsibility of the recipient to ensure protection of personally identifiable information (PII) and safeguard PII when collecting, maintaining, using and disseminating such information
e. Information to determine what financial controls and standard operating procedures an organization uses to procure goods and services, hire staff and track time and

attendance, pay for grant-related travel, and identify other financial transactions that may be necessary to undertake the project activities

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

E. SUBMISSION REQUIREMENTS AND DEADLINES

1. Address to Request Application Package

Applicants can find information needed to apply on www.grants.gov and on the U.S. Embassy Jakarta website under the announcement title "National Disaster Coverage Training for Indonesian Journalists" funding opportunity number PAS-Jakarta-FY26-09.

2. Department of State Contacts

If you have any questions about the grant application process, please contact: JakartaPASGrants@state.gov in the Public Affairs Section at the U.S. Embassy Jakarta for any questions related to this announcement.

3. Unique entity identifier and System for Award Management (SAM.gov)

Required Registration: 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 also 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. <u>Please begin your registration as early as possible</u>.

- 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.

- 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 prior to registering in SAM.gov.

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] 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.

Please note: Any applicant with an exclusion in the System for Award Management (SAM) 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."

4. Submission Dates and Times

Submission Deadline: All applications must be received by August 28, 2026 at 11:59 p.m. (WIB). For the purposes of determining if an award is submitted on time, PDS will utilize the timestamp 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.

All application materials must be submitted by email to JakartaPASGrants@state.gov

Faxed or couriered documents will not be accepted.

5. Funding Restrictions

U.S. Embassy Jakarta will not consider applications that reflect any type of support for any member, affiliate, or representative of a designated terrorist organization. No entity listed on the Excluded Parties List System in SAM is eligible for any assistance. Federal awards generally will not allow reimbursement of pre-Federal award costs; however, the Grants Officer may approve pre-award costs on a case-by-case basis.

Generally, construction costs are not allowed under U.S. Embassy Jakarta awards.

i. Pre-Award Costs: Pre-award costs are generally not allowable under this NOFO unless approved in advance by the Grants Officer and justified in the proposal.
ii. Construction: Any award made as a result of this NOFO will not allow for construction activities or costs.
iii. Direct Social Services: Costs that cover and provide direct social services, such as welfare, charity, health or economic relief, are unallowable. Medical assistance, such as costs to include medical professionals, including but not limited to doctors, nurses, and psychiatrists to participate in the project activities are not allowed.

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

If any of the information contained in your application is proprietary, please note in the footer of the appropriate pages that the information is Confidential – Proprietary. Applicants should also note what parts of the application, program, concept, etc. are covered by copyright(s), trademark(s), or any other intellectual property rights and provide copies of the relevant documentation to support these copyrights.

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

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

F. APPLICATION REVIEW INFORMATION

1. *Review Criteria*

Criteria: Each application submitted under this announcement will be evaluated and rated on the basis of the criteria enumerated below. The criteria are designed to assess the quality of the proposed project, and to determine the likelihood of its success.

- **Quality and Feasibility of the Program Idea** – 30 points: The program idea should be innovative and well developed, with sufficient detail about how project activities will be carried out. The proposals should demonstrate originality and outline clear, achievable objectives that align directly with the priorities and requirements of the NOFO. The proposal includes a reasonable implementation timeline, and the project scope is appropriate and clearly defined.
- **Organizational Capacity and Record on Previous Grants** – 25 points:
    - The project proposal demonstrates that the organization has sufficient expertise, skills, and human resources to implement the project, including internal controls in place to manage federal funds. If sub-awards are proposed, applicant demonstrates experience managing subawards.
    - The organization demonstrates that it has a clear understanding of the underlying issue that the project will address.
    - The organization demonstrates capacity for successful planning and responsible fiscal management. This includes a financial management system, a bank account, and if applicable, satisfactory audit findings.
    -
- **Project Planning/Ability to Achieve Objectives** – 20 points: The project plan is well developed, with sufficient detail about how activities will be carried out. The proposal specifies target audiences, participant recruitment, and geographic areas of implementation. The proposal outlines clear, achievable objectives. The proposal includes a reasonable implementation timeline. The project scope is appropriate and clearly defined.

- **Budget** – 10 points: The budget and narrative justification are sufficiently detailed. The budget demonstrates that the organization has devoted time to accurately determining expenses associated with the project instead of providing rough estimates. Costs are reasonable in relation to the proposed activities and anticipated results. The results and proposed outcomes justify the total cost of the project. Budget items are reasonable, allowable, and allocable.

- **Monitoring and Evaluation** - 10 points: The project proposal includes an M&E plan. The applicant demonstrates it is able to measure program success against key indicators and provides milestones to indicate progress toward goals and objectives outlined in the proposal. The proposal includes output and outcome indicators and shows how and when those will be measured. Funded projects will have their plans finalized during the negotiation phase, and monitoring plans may be subject to periodic updates throughout the life of the project.

- **Continuation** – 5 points: The project proposal describes clearly the approach that will be used to ensure maximum continuation or advancement of project goals after the end of project activity.

2. Indirect Costs

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

3. Review and Selection Process

a. Acknowledgement of receipt. Applicants will receive acknowledgment of receipt of their proposal.

b. Review. All submissions are screened for technical eligibility. **If a submission is missing any required forms/documents listed above in Section D. Application Contents and Format, it will be considered ineligible and will not be reviewed by the grants review committee.** A technical review panel will review eligible proposals based upon the criteria noted in this NOFO.

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

2. Risk Review

i. Under the merit review as required by 2 CFR 200.206, prior to making a Federal Award the Department will review and consider the following risk factors:
   a. Financial stability
   b. Management systems and standards
   c. History of performance

d. Audit reports and findings
e. Ability to effectively implement project requirements
f. Interference from higher authority

ii. 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).

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.

iii. High Risk Designation

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

G. AWARD NOTICES

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

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

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

Payment Method:

Recipients will be required to request payments by completing form SF-270—Request for Advance or Reimbursement and submitting the form to the Grants Officer and Grants Officer Representative.

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

H. POST-AWARD REQUIREMENTS AND ADMINISTRATION

1. Administrative and National Policy Requirements

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

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

- Guidance for Grants and Agreements in Title 2 of the Code of Federal Regulations (2 CFR), as updated in the Federal Register's 89 FR 30046 on April 22, 2024, particularly on:
    - Selecting recipients most likely to be successful in delivering results based on the program objectives through an impartial process of evaluating Federal award applications (2 CFR part 200.205),
    - Promoting the freedom of speech and religious liberty in alignment with *Promoting Free Speech and Religious Liberty* (E.O. 13798) and *Improving Free Inquiry, Transparency, and Accountability at Colleges and Universities* (E.O. 13864) (§§ 200.300, 200.303, 200.339, and 200.341),
    - Providing a preference, to the extent permitted by law, to maximize use of goods, products, and materials produced in the United States (2 CFR part 200.322), and
    - Terminating agreements pursuant to the U.S. Department of State Standard Terms and Conditions, including, to the greatest extent authorized by law, if an award no longer effectuates the program goals or agency priorities (2 CFR part 200.340).

For the avoidance of doubt, the Department has sole discretion over the determination that an award no longer effectuates program goals or agency priorities, and this provision permits awards to be terminated at the Department's convenience, including when it determines that the award no longer advances the national interest.

- 2 CFR 25 - UNIVERSAL IDENTIFIER AND SYSTEM FOR AWARD MANAGEMENT
- 2 CFR 170 - REPORTING SUBAWARD AND EXECUTIVE COMPENSATION INFORMATION
- 2 CFR 175 - AWARD TERM FOR TRAFFICKING IN PERSONS
- 2 CFR 182 - GOVERNMENTWIDE REQUIREMENTS FOR DRUG-FREE WORKPLACE (FINANCIAL ASSISTANCE)
- 2 CFR 183 - NEVER CONTRACT WITH THE ENEMY
- 2 CFR 600 – DEPARTMENT OF STATE REQUIREMENTS
- U.S. DEPARTMENT OF STATE STANDARD TERMS AND CONDITIONS
- Recipients must comply with all applicable Executive Orders. A searchable list can be found in the Federal Register: https://www.federalregister.gov/ .

2. ***Reporting***

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

All reports are to be submitted electronically.

The Awardee must also provide the Embassy on an annual basis an inventory of all the U.S. government provided equipment using the SF428 form.

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.

OTHER INFORMATION

Guidelines for Budget Justification

Personnel and Fringe Benefits: Describe the wages, salaries, and benefits of temporary or permanent staff who will be working directly for the applicant on the program, and the percentage of their time that will be spent on the program.

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

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

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

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

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

Indirect Costs: These are costs that cannot be linked directly to the program activities, such as overhead costs needed to help keep the organization operating. If your organization has a Negotiated Indirect Cost Rate (NICRA) and includes NICRA charges in the budget, attach a copy of your latest NICRA. Organizations that have never had a NICRA may request indirect costs of 15% of Modified Total Direct Costs (MTDC) as defined in 2 CFR 200.1.

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

Alcoholic Beverages: Please note that award funds cannot be used for alcoholic beverages and other entertainment related expenses.