Notice of Funding Opportunity (NOFO)

Yemen Counter-Smuggling Investigations

Bureau of Counterterrorism, Department of State

Opportunity Number: DFOP0017368

Application Deadline: July 30, 2025

Contents

U.S. Department of State
Bureau of Counterterrorism
Notice of Funding Opportunity

A. (U) Basic Information

1. Overview

Funding Opportunity Title	Yemen Counter-Smuggling Investigations
Funding Opportunity Number	DFOP0017368
Announcement Type	Initial Announcement
Deadline for Applications	July 30, 2025
Assistance Listing Number	19.701
Length of Performance Period	12 to 36 months
Number of Awards Anticipated	At least 1 award
Award Amounts	Up to $3,946,719
Total Available Funding	$3,946,719
Type of Funding	FY24 NADR/ATA
Anticipated Program Start Date	September 30, 2025

(U) Funding Instrument Type: Cooperative Agreement

(U) Program Performance Period: Proposed programs should be completed in 36 months or less.

(U) The Department of State 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 U.S. Department of State.

(U) This notice is subject to availability of funding.

2. (U) Executive Summary

(U) Overview

(U) While the internationally recognized Republic of Yemen Government (ROYG) currently controls approximately two-thirds of the country's geographic territory, Houthi-controlled territory contains an estimated 70 percent of the population. Increased capacity in Yemen's ability to interdict smuggling networks and improve cross-service security coordination at border locations will position the ROYG to interdict weapons and materiel illicitly transiting into Yemen and deny supply of these items to Houthi and other terrorist groups.

(U) Selected applicant(s) will train Yemeni law enforcement in investigations of cross-border weapons smuggling. Selected applicants should possess subject matter expertise in countering the trafficking of small arms, uncrewed aerial systems (UAS), and dual-use items, as well as language and cultural expertise necessary to work in Yemen.

(U) Following the completed assessments, further efforts include but are not limited to training and mentorship efforts to select Yemeni Ministry of Interior (MOI) and Yemen Border Guards units on investigations and law enforcement coordination to counter the smuggling of weapons. Training should be heavily focused on utilizing investigative techniques, forensics, and network analysis, and to assist in interdicting the flow of weapons. This program aims to make America safer by strengthening the ability of Yemen to intercept weapons, UAS parts, and other materials utilized by terrorist groups in attacks on U.S. partners and personnel.

(U) Priority Region(s): Arabian Peninsula, especially Yemen

(U) Applicable CT Functional Bureau Strategy Goal(s) and Objectives:

- **(U) FBS Goal 1:** Terrorist plots and terrorist movements are disrupted.

- **(U) FBS Objective 1.1:** Strengthen border control and security capabilities in focus countries to counter terrorist travel and mobility.

- **(U) FBS Goal 2:** Sources of terrorist strength are severed, and safe havens are eliminated.

  - **(U) FBS Objective 2.2:** Build the capacity of criminal justice practitioners in focus regions to investigate, prosecute, adjudicate, and incarcerate terrorist offenders within a rule of law framework.

(U) Intended CT Program Outcomes:

- **(U) Outcome 1:** Increase in ROYG MOI and CT units' ability to identify and interdict terrorist smuggling networks and related activity.

- **(U) Outcome 2:** Increase in ROYG ability to identify, watchlist, and/or prosecute smugglers.

(U) Target Audience/Program Participants:

B. (U) Eligibility

1. *(U) Eligible Applicants*
(U) The following types of organizations are eligible to apply:

- (U) Not-for-profit organizations, including think tanks and civil society/non-governmental organizations
- (U) For-profit organizations (only if allowed by appropriation)
- (U) Public and private educational institutions
- (U) International Organizations (PIOs) and Governmental institutions

(U) The Bureau of Counterterrorism (CT) of the U.S. Department of State invites ALL eligible organizations, as described above, to submit an application/s for a program to build the government of Yemen's ability to

counter smuggling of weapons, dual-use items, explosives, and related materials. Please follow all instructions below.

2. *(U) Cost Sharing or Matching*

(U) Providing cost sharing, matching, or cost participation is an eligibility factor or requirement for this NOFO.

3. *(U) Other Eligibility Requirements*
(U) All organizations must have a Unique Entity Identifier (UEI) issued via SAM.gov as well as a valid registration in SAM.gov at the time of application. Please see Section E.3 for more information. Individuals are not required to have a UEI or be registered in SAM.gov.

C. (U) Program Description

1. *(U) CT Program Outcomes*
(U) The Bureau of Counterterrorism (CT) of the U.S. Department of State invites applicants to submit an application/s for a program to build the ROYG's ability to screen for, identify, and interdict the illicit transfer of weapons, explosives, and related materials efficiently and effectively and to systematically enhance investigation and prosecution of traffickers.

(U) If ROYG security officials can implement a framework to identify and intercept illicit materials, then the ROYG will be able to restrict the movement of AQAP, ISIS, and Houthi weapons throughout Yemen, therefore reducing the ability of terrorist groups to carry out attacks in the Red Sea and protecting U.S. people and investments.

(U) The selected implementer will: 1) Assess the ability of ROYG Border Guards, MOI, and other relevant Yemeni authorities in interception of weapons and dual use items; and 2) Deliver targeted training to Yemeni Ministry of Interior (MOI), Yemen Border Guards, and other relevant security forces in latest methods of cross-border investigations to detect

and confiscate weapons, UAV parts, and other dual-use items. These activities will enable achievement of the following program outcomes:

- (U) Program Outcome 1: Increase in ROYG MOI and CT units' ability to identify and interdict terrorist smuggling networks and related activity.

- (U) Program Outcome 2: Increase in ROYG ability to identify, watchlist, and/or prosecute smugglers.

(U) This program will also establish a methodology for assessing the effects of project activities toward achieving project objectives within a performance monitoring plan (PMP) through indicators and data collection processes such as quarterly reporting, regular communications with implementing partners/implementers, periodic site visits, and evaluations. Please follow all instructions below.

(U) Applicable CT Functional Bureau Strategy Goal(s) and Objectives:

- **(U) FBS Goal 1:** Terrorist plots and terrorist movements are disrupted.

    - **(U) FBS Objective 1.1:** Strengthen border control and security capabilities in focus countries to counter terrorist travel and mobility.

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(U) Intended CT Program Outcomes:

- **(U) Outcome 1:** Increase in ROYG MOI and CT units' ability to identify and interdict terrorist smuggling networks and related activity.

- **(U) Outcome 2:** Increase in ROYG ability to identify, watchlist, and/or prosecute smugglers.

2. (U) Substantial Involvement

(U) Cooperative agreements, by definition, stipulate substantial U.S. government involvement in the grantee's management of this assistance. Under this cooperative agreement, the selected implementer will further work with and seek approval from the GOR on the following: Selection of all beneficiaries; The development of, and any changes to, an agreed-upon workplan and performance monitoring plan, and action plans for training, equipping and mentoring activities; The development and finalization of a training and work plan; Proposed participation in or observation of international donor meetings or conferences; Major programmatic decisions that have policy and/or strategy implications; and program-related participation in media coverage, interviews, engagements with representatives of the media and or publication of media communications including advisories, press releases, statements, news conferences, and other related media outlets such as internet publishing (blogging, posting, etc.).

D. (U) Application Contents and Format

(U) 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.

(U) Content of Application
(U) Please ensure:
- The proposal clearly addresses the CT outcomes of this funding opportunity;

- All documents are in English;
- All budgets are in U.S. dollars;
- 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 following documents are **required**:

1. *(U) Mandatory application forms*
   - SF-424 (Application for Federal Assistance – organizations);
   - SF-424A (Budget Information for Non-Construction programs);
   - SF-424B (Assurances for Non-Construction programs); and,

2. *(U) Summary Page (optional)*
(U) Cover sheet stating the applicant name and organization, proposal date, program title, program period proposed start and end date, and brief purpose of the program.

3. *(U) Proposal (no more than **12 pages, excluding title page, table of contents, attachments, mandatory application forms**)*
(U) The proposal should contain sufficient information that anyone not familiar with it would understand exactly what the applicant wants to do. Applicants may use their own proposal format, but it must include all the items below.
   - (U) **Proposal Summary:** Short narrative that outlines the proposed program, including CT program outcomes articulated in the NOFO and anticipated impact in alignment with relevant [CT Functional Bureau Strategic Goal(s) and Objective(s)](#).
   - (U) **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 State Department and/or U.S. government agencies.
   - (U) **Program Methods and Design**: A description of how the program is expected to work to solve the stated problem. The program design must include the following:

1. (U) **Situational Analysis:** Open your proposal with a brief review of the current state or conditions surrounding the program that could affect its design, implementation, or results. This analysis should include an assessment of political/legal, security, cultural, economic, environmental, infrastructure, institutional, and other relevant conditions or factors to understand and define baseline and context.

2. (U) **Problem Statement:** Follow the brief situational analysis with a clear, concise, and well-supported statement of the problem to be addressed and why the proposed program is needed. The program's activities articulated under the "Program Activities" section below must demonstrate that they address the problem statement. Draw upon the situational analysis to inform the justification.

3. (U) **Alignment with U.S. counterterrorism policies:** A program must prioritize contributions to the CT Functional Bureau Strategy (FBS). Applicants must clearly identify goals and objectives from the FBS and describe how the program will meet these goals and objectives.

4. (U) **Program Activities**: Description of proposed activities to produce specific outputs and outcomes.

5. (U) **Logic Model and Theory of Change:**
   - (U) *Logic Model:* Articulates how and why the program is expected to contribute to achieving the FBS goals and objectives. The logic model sets a foundation against which progress can be monitored and evaluated. The logic model demonstrates the causal linkages between program inputs, activities, outputs, CT outcomes, and FBS objectives and goals.
   - (U) *Theory of Change:* A brief statement that ties a logic model together by summarizing why, based on available evidence and consideration of other possible paths, the changes described in the model are expected to occur. It explains why we believe our program activities will result

in particular outcomes. These can be written as "If X (activities), then Y (outcomes)."

- CT will provide applicants with a template and guidance for the proposed logic model and theory of change.

6. (U) **Performance Monitoring Plan (PMP):** Applicants must include a preliminary performance monitoring plan (PMP), which is a planning tool for tracking data on program performance. A PMP provides information on data collection against indicators to gauge the direct and near-term effects of activities and whether desired results are occurring as expected during implementation. The plan must consider activities, outputs, and outcomes. The plan must be documented (template/guidance to be provided) and include:

    - (U) Illustrative indicators to monitor the progress and measure actual results compared to expected ones.
    - (U) At least three relevant CT Indicators, per the CT PMP "How-To" guidance/template (see Annex II for a list of CT indicators).
    - (U) Establishment of a baseline, and discussion of how it will be collected.
    - (U) Targets established for each performance indicator.
    - (U) Establishment of the data source, data collection frequency, and individual responsible for each indicator.
    - (U) Note: The PMP's indicators, activities, and outcomes will be reflected in a Performance Indicator Tracking Table (PITT) (See Annex II), a separate table and companion to the PMP. The PITT shows quarter-by-quarter and annual (cumulative) results for each indicator. The PITT will be required as part of mandatory quarterly performance reporting for the successful applicant(s). Quarterly reports must include updated results data in the PITT, narrative updates on activities and achievements, and financials.

- **(U) Proposed Program Schedule and Timeline:** The proposed timeline for the program activities. Include the dates, times, and locations of planned activities and events.

- **(U) Key Personnel:** Names, titles, roles, responsibilities, and experience/qualifications of key personnel involved in the program. State the proportion of their time that will be used to support the program.
- **(U) Program Partners:** List the names and type of involvement of key partner organizations and sub-awardees. Proposed partners should reflect local perspectives and engage the targeted nation and relevant communities.
- **(U) Future Funding or Sustainability:** Applicant's plan for continuing the program beyond the grant period, or the availability of other resources, if applicable. Strong proposals will describe strategies to sustain program outcomes after the PoP ends.

4. (U) *Budget Justification Narrative*

(U) After filling out the SF-424A Budget (noted above), use a separate file to describe each of the budget expenses in detail. See Section I. Other Information: Guidelines for Budget Submissions below for further information.

5. (U) *Audits*

(U) Include a copy of your organization's most recent audit (single or program audit if applicable), an annual external audit or audited financial statements when an audit has not been conducted. Please refer to the 2 CFR 200 for requirements. This document will not be reviewed by the review panel and will not be counted against the page limitations. The applicant's proposal may include the cost of an audit that:

- (U) Complies with the requirements of 2 CFR 200 Subpart F "Audit Requirements"
- (U) Complies with the requirements of American Institute of Certified Public Accountants (AICPA) Statement of Position (SOP) No. 92-9, "Audits of Not-for-Profit Organizations Receiving Federal Awards."
- (U) Complies with AICPA Codification of Statements on Auditing Standards AU Section 551, "Reporting on Information Accompanying the Basic Financial Statements in Auditor-Submitted Documents," where applicable. A non-federal entity that expends $1,000,000 or

more in all USG federal assistance awards during the non-federal entity's fiscal year is required to conduct a single or program-specific audit for that year in accordance with the provisions of 2 CFR 200 subpart F. For more information, see Audit Services, 2 CFR 200.425.

- (U) If you do not believe you are required to submit an audit, you are strongly encouraged to reach out to the Department of State contact listed below well before the Deadline for Receipt of Questions to ensure your proposal is not deemed technically ineligible if the above provisions are not interpreted appropriately.

6. (U) *Attachments*
- (U) 1-page CV or resume of key personnel who are proposed for the program.
- (U) Letters of support from program partners describing the roles and responsibilities of each partner.
- (U) If your organization has a Negotiated Indirect Cost Rate Agreement (NICRA) and includes NICRA charges in the budget, your latest NICRA should be included as a PDF file.
- (U) Official permission letters, if required for program activities.
- (U) Risk analysis: Identify the internal and external risks associated with the proposed program, rate the likelihood of the risks, rate the potential impact of the risks on the program, and identify actions that could help mitigate the risks.

E. (U) Submission Requirements and Deadlines

1. (U) Address to Request Application Package

Application forms required above are available at grants.gov and MyGrants.

2. (U) Department of State Contacts

(U) If you have any questions about the grant application process, please contact videlai@state.gov.

Deadline for Receipt of Questions: July 14,2025, 5:00pm EST

3. (U) ***Unique Entity Identifier and System for Award Management (SAM.gov) Required Registrations***

(U) All organizations, whether based in the United States or in another country, must have an active registration in SAM.gov and a Unique Entity Identifier (UEI) (assigned upon registration to SAM.gov) **before submitting an application**. 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.

(U) The 2 CFR 200 requires subrecipients to obtain a UEI number. 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 sub-grantee.

*(U) Note: The process of obtaining or renewing a SAM.gov registration may take anywhere from four to eight weeks. **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) prior to registering in SAM.gov.

- (U) 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.

- (U) **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 to apply for non-DoD foreign assistance funding**

opportunities. If an applicant organization is mid-registration and wishes to remove an 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 an NCAGE code. I understand that I will need to submit my registration after this incident is resolved in order to have my registration activated."

(U) **Note: SAM.gov is not the same as MyGrants. These systems are separate and unique but integrate with one another.** MyGrants is the system for applying to federal assistance, countersigning awards, and managing post-award documentation within the Department of State, while Grants.gov is a website through which federal agencies post discretionary funding opportunities for grantees. **It is free of charge to register in both systems, but the registration processes are different**. Applicants **must** register in SAM.gov prior to registering for MyGrants, as the UEI Number acquired upon SAM.gov registration is required to register for MyGrants. Information is included on the SAM.gov website to help international registrations, including "Quick Start Guide for International Registrations" and "Helpful Hints." Navigate to www.SAM.gov, click "HELP" in the top navigation bar, then click, "Explore" and "New to SAM.gov?" for general information. Please note, guidance on SAM.gov and the guidance on GSA's website about requirement for registering in SAM.gov is subject to change. Applicants should review the website for the most up-to-date guidance.

(U) To create a MyGrants user account, go to https://mygrants.servicenowservices.com/mygrants, click the "Create an Account" link, and click the "Create a MyGrants Applicant/Grantee Account" button. Applicants will then receive an email providing instructions to set up multi-factor authentication. Award recipients **must** use multi-factor authentication to log into MyGrants..

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

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

(U) 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:

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

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

(U) Exemptions

(U) An exemption from the UEI and sam.gov requirements may be permitted on a case-by-case basis. See 2 CFR 25.110 for a full list of exemptions.

(U) 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 of the NOFO providing a justification of their request**. Approval for a SAM.gov exemption must come from the warranted Grants Officer before the application can be deemed eligible for review.

4. (U) *Submission Dates and Times*

(U) Applications are due no later than 12:00a.m. EST on 07/30/2025

5. (U) *Funding Restrictions*
   i.   (U) Funding Restrictions for the United Nations Relief and Works Agency (UNRWA)

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

6. (U) ***Other Submission Requirements***

(U) All application materials must be submitted electronically through www.Grants.gov or MyGrants.

F. (U) Application Review Information

1. (U) ***Review Criteria***

(U) Each application will be evaluated and rated based on the evaluation criteria outlined below. Criteria are listed in order of importance.

(U) **Quality and Feasibility of the Program Idea:**
- (U) The proposal responds to the NOFO and is appropriate in the context of the proposed country/region.
- (U) The proposal exhibits originality but is feasible.
- (U) The program idea is well developed, with detail about how program activities will be carried out.
- (U) The proposal includes a reasonable implementation timeline.
- (U) The proposal clearly aligns with the FBS.
- (U) The proposal directly connects proposed activities with outputs and desired outcomes in both the logic model and PMP.

(U) **Organizational Capacity and Record on Previous Grants:**
- (U) The organization has expertise in its stated field and has the internal controls in place to manage federal funds, including a financial management system and a bank account.
- (U) The proposal demonstrates an institutional record of previous successfully implemented programs in issues and regions outlined in this NOFO.

- (U) The proposal articulates past performance and experience in working with relevant host governments, local organizations, and communities.
- (U) The proposal clearly defines the roles and responsibilities of primary staff under this program and relevant counterterrorism expertise.
- (U) The proposal describes the division of labor among the recipient organization and potential implementing partner organization(s) and identifies local partner organization(s) that would assist with implementation, where appropriate.
- (U) The organization has sufficient capabilities and resources to report and monitor the indicators proposed and collect on those.

(U) **Cost Effectiveness:**
- (U) The administration of the proposal budget, including salaries and honoraria, are explained and justified for the work involved.
- (U) Proposed costs are reasonable and necessary and linked to CT program outcomes and demonstrate efficient use of U.S. Government funds.
- (U) Contingency plan demonstrates efficient use of U.S. Government funds.
- (U) The budget justification is detailed.
- (U) Costs are reasonable in relation to the proposed activities and anticipated results.
- (U) The budget is realistic, accounting for all necessary expenses to achieve proposed activities.

(U) **Program Methods and Design:**
- (U) The proposal includes narrative explaining how monitoring will be carried out and who will be responsible for monitoring program activities (including potential contracted experts, if applicable).
- (U) The proposal provides realistic methods for measuring changes that can be correlated with program implementation. These methods may include but are not limited to pre- and/or post-testing of

assistance recipients or target audiences, and public perception polling.

- (U) The proposal includes a logic model and theory of change that sequentially maps how program activities are expected to produce results including program inputs, activities, outputs, and CT outcomes.

(U) **Program Planning/Ability to Achieve Program Outcomes:**

- (U) The proposal provides a detailed and logical model of proposed program activities and includes a clear articulation of how these activities will contribute to or align with the overall outcomes.
- (U) The CT program outcomes in the proposal are specific, measurable, attainable, relevant, and time bound (SMART).
- (U) The proposal clearly demonstrates how the program will benefit the target population with a sound justification.
- (U) The proposal contains a performance monitoring plan (PMP) containing at least three relevant CT Indicators, per CT's "How-To" guidance/template.
- (U) The proposal provides a plan to de-conflict (or complement, if appropriate) with other donors and/or organizations that are active or plan to be active in the proposed program country or region.
- (U) The proposal addresses how the program will engage or obtain support from relevant stakeholders, including host government, to obtain access and conduct programming.
- (U) The proposal includes a contingency plan to account for delays in implementation, achieving program results, or other timeline issues.

(U) **Sustainability of Impact:**

- (U) Clearly delineates how program will be sustainable with beneficiaries beyond the life of the grant.
- (U) Clearly outlines plan how impact will be maintained by applicant or others after the grant or if follow on engagements will be required.

2. (U) *Review and Selection Process*

(U) A review committee will evaluate all eligible applications. CT will conduct a merit review of all eligible applications as outlined in this NOFO. Applications will be reviewed by an independent review panel consisting of qualified subject matter experts from other Department of State bureaus and offices, U.S. Embassies, or other U.S. Government agencies. Final approval resides with the Department of State Grants Officer.

3. (U) ***Risk Review***
   i.   (U) Risk factors – must include

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

       a. Financial stability
       b. Management systems and standards
       c. History of performance
       d. Audit reports and findings
       e. Ability to effectively implement requirements
       f. If there are any program specific risk factors that will be considered, describe them here.

   ii.   (U) Responsibility/Qualification Information in SAM.gov

(U) 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).

(U) An applicant can review and comment on any information about itself in responsibility/qualification records in SAM.gov.

(U) 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.

4. (U) **Anticipated Announcement and Federal Award Dates**

(U) The successful applicant will be notified after the technical evaluation panel is concluded. The timing of the award will depend on the date of NOFO close and availability of funding. The U.S. Department of State is under no obligation to fund any of the proposals submitted under this funding opportunity.

(U) **Unsuccessful applicants**: Applicants with technically ineligible submissions will be notified a few weeks after the deadline. Applicants with technically eligible but unsuccessful submission will be notified after an award is made.

G. (U) Award Notices

(U) The 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 signature by email. The recipient may only start incurring program expenses beginning on the start date shown on the award document signed by the Grants Officer.

(U) 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.

(U) 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.

Furthermore, the U.S. government reserves the right to reject any or all proposals received.

(U) Payment Method: The Department has mandated PMS to be the sole electronic payment method for domestically awarded Federal financial assistance to U.S.-based organizations where the recipient is expected to receive multiple payments. PMS is not usually used for awards where the recipient will receive a single lump-sum payment.

H. (U) Post-Award Requirements and Administration

1. (U) *Administrative and National Policy Requirements*

(U) 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](#)

(U) 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: NOTE:

- [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).

(U) Additional requirements may be included depending on the content of the program.

2. (U) ***Reporting***

(U) **Reporting Requirements:**

(U) Recipients will be required to submit financial reports and program reports. At a minimum, written quarterly financial and program reports should be sent to CT's reporting mailbox at ctprogramsreporting@state.gov, the Grants Officer Representative (GOR), and uploaded to MyGrants. The grant recipient agrees to use CT's program reporting templates, describing key activities undertaken during the reporting period toward accomplishment of the stated CT outcomes. The award document will specify what reports are required and how often these reports must be

submitted. In addition to the narrative, the PITT should be completed and updated on a quarterly basis to demonstrate progress over time toward established targets. Implementing partners should submit updates results from the PITT with each quarterly report narrative, and cumulative annual results for all standard foreign assistance and CT indicators coinciding with the end of the fiscal year.

(U) Recipients will be required to develop and submit a performance monitoring plan (PMP) detailing how progress towards program outcomes will be measured. The PMP's indicators, activities, and outcomes will be reflected in the PITT as a separate table and companion to the PMP. The grant recipient agrees to use CT's templates for both the PMP and PITT to detail the indicator(s) they will use to monitor progress toward program outcomes, the target value, and how data will be collected (including data source, frequency, and person responsible) and reported out in quarterly performance reports. A PMP "How To" guidance/template document will be provided to applicants.

(U) NOTE: Delays in reporting may result in delays of payment approvals and failure to provide required reports may jeopardize the recipients' ability to receive future U.S. government funds. CT reserves the right to request any additional programmatic and/or financial program information during the award period of performance.

(U) For awards issued or cost amended on or after October 1, 2024, the Department may allow recipients to submit reports and correspondence in languages other than English (using applicable provision in FY25 Award Provisions. U.S. dollar is the controlling currency. Financial reports must be submitted in U.S. dollars.

(U) **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.

(U) Applicants should be aware of the post award reporting requirements reflected in [2 CFR 200 Appendix XII—Award Term and Condition for Recipient Integrity and Performance Matters](#).

(U) If you have any questions about the grant application process, please contact: videlai@state.gov.

(U) For assistance with SAMS/MyGrants accounts and technical issues related to the system, please contact the ILMS help desk by phone at +1 (888) 313-4567 (toll charges apply for international callers) or through the Self-Service online portal that can be accessed from https://afsitsm.service-now.com/ilms/home. Customer support is available 24/7.

(U) 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.

I. (U) Other Information

1. (U) The information in this NOFO is binding and may not be modified by any CT representative. Explanatory information provided by CT that contradicts this language will not be binding. 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.

2. (U) **Freedom of Information Act**

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

3. (U) **Marking Policy**

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

4. (U) **Evaluation Policy**

(U) Applicants are advised that recipients and sub-recipients of Federal assistance awards are subject to the Department of State Evaluation Policy. More information on this policy can be found here: Department of State Managing for Results.

5. (U) **Monitoring Site Visits**

(U) A monitoring site visit, at least once during the lifetime of an award, may be conducted by Department of State personnel. The site visit is conducted to gather additional information on the recipient's ability to properly implement the program, manage Department of State funds and share substantiating document for programmatic and financial reporting. Specifically, the site visit may involve the review of the programmatic progress (progress on activities, sub-recipient/consultant work, etc.) as well as administrative and financial management controls. This may include

observing classroom modules virtually or in person and visit applicant's headquarters and regional offices to observe operations.

6. (U) **Privacy Disclosure**

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

 7. (U) **Mandatory disclosures (2 CFR 200.113)**

(U) Non-federal entity, applicant or applicant for a federal award must disclose, in a timely manner, in writing to the federal awarding agency or pass-through entity all violations of federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the federal award. Non-federal entities that have received a federal award including the term and condition outlined in Appendix XII of the 2 CFR 200—Award Terms and Conditions for Recipient Integrity and Performance Matters -- are required to report certain civil, criminal, or administrative proceedings to www.sam.gov. Failure to make required disclosures can result in any of the remedies described in §200.338 Remedies for Noncompliance, including suspension or debarment.

(U) **Guidelines for Budget Justification**

(U) 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.

(U) 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.

(U) 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.

(U) 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.

(U) 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.

(U) 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.

(U) 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 the modified total direct costs as defined in 2 CFR 200.68.

(U) "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.

(U) Alcoholic Beverages: Please note that award funds cannot be used for alcoholic beverages.