



Notice of Funding Opportunity (NOFO)

# Okinawa Disaster Preparedness and Crisis Response Program

Consulate General Naha, Department of State  
Opportunity number: NAHA-PAS-FY2026-01  
Application deadline: August 10, 2026

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**U.S Department of State  
Bureau of East Asia and Pacific Affairs  
Embassy Tokyo, Consulate General Naha  
Notice of Funding Opportunity**

**A. Basic Information**

*1. Overview*

<b>Funding Opportunity Title</b>	Okinawa Disaster Preparedness and Crisis Response Fora
<b>Funding Opportunity Number</b>	Naha-PAS-FY2026-01
<b>Announcement Type</b>	Initial announcement
<b>Deadline for Applications</b>	August 10, 2026, 11:59 pm, GMT +9
<b>Assistance Listing Number</b>	19.040
<b>Length of performance period</b>	15 months
<b>Number of awards anticipated</b>	1 award
<b>Award amounts</b>	\$75,000 - \$100,000
<b>Total available funding</b>	\$100,000 pending availability of funds
<b>Type of Funding</b>	FY26 Smith Mundt Public Diplomacy Funds
<b>Anticipated project start date</b>	October 1, 2026

**Funding Instrument Type:** Cooperative agreement.

**Project Performance Period:** Proposed project should be completed in 15 months or less.

Consulate General Naha 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.

**This notice is subject to availability of funding.**

*2. Executive Summary*

**Priority Region:** Okinawa

**Executive Summary**

The U.S. Department of State, U.S. Consulate General Naha invites proposal submissions for a cooperative agreement to implement two disaster preparedness forums – one on Okinawa main island and one in Miyako Island – within the full grant period of 15 months. This project is aimed at strengthening disaster preparedness and crisis response capacity across Okinawa, including the Southwest Islands, through structured, expert-led interactive forums that advance U.S.-Japan cooperation on emergency management.

Okinawa's geographic exposure to typhoons, earthquakes, and other natural hazards — combined with its strategic importance in the Indo-Pacific — makes effective disaster preparedness a

critical priority. This 15-month program will bridge coordination gaps among local and national government authorities, emergency responders, civil society, U.S. and Japanese military, and community stakeholders through two interactive disaster preparedness forums – one on Okinawa main island and one on Miyako Island. Participants and/or speakers from Taiwan should be included. At the conclusion of each forum, participants should have created an action plan that lists items they intend to address within their organization and in cooperation with other stakeholders to improve local disaster preparedness. A post-forum report will identify lessons learned and gaps in disaster planning identified for action. Comprehensive monitoring and evaluation efforts are required.

## **B. Eligibility**

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

The following organizations are eligible to apply:

- Not-for-profit organizations, including think tanks and civil society/non-governmental organizations with or without 501(c)(3) status
- Public and private educational institutions
- Individuals
- Public International Organizations and Governmental institutions
- Foreign-based non-profit organizations/non-government organizations (NGO)

### ***2. Cost Sharing or Matching***

Cost sharing is not required. However, applicants may offer cost share voluntarily. While cost share will not affect the formal merit review scoring, the review panel may take it into account as an indicator of organizational commitment and capacity.

### ***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 D.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.

## **C. Program Description**

### ***1. Goals and Objectives***

Okinawa occupies a unique and strategically vital position in the Indo-Pacific. As a prefecture prone to typhoons, earthquakes, and other natural disasters, Okinawa faces significant disaster preparedness challenges. The U.S. Consulate General Naha recognizes the importance of building robust, community-level disaster preparedness and crisis response capacity across Okinawa. This program seeks to bridge gaps in coordination between local and national

authorities, emergency responders, civil society, U.S. and Japanese military, private sector entities, and community members by facilitating structured disaster preparedness forums.

This program will deliver a minimum of two disaster preparedness forums in Okinawa, including the Southwest Islands. Each forum will be at least five hours of substantive content but ideally will be a full day. These forums will bring together key stakeholders to share best practices, develop actionable crisis response frameworks, and strengthen U.S.-Japan cooperation on emergency preparedness.

**Objective 1: Local Capacity for Disaster Response is Improved**

This program will improve local ability to prepare for and respond to disasters and contingencies in Okinawa, including the Southwest Islands, by providing forums for local governments, disaster management authorities, frontline responders, and Japanese and U.S. military to identify stakeholders and gaps in current disaster planning. Through expert-led sessions, participants will explore core principles of emergency management — including early warning systems, evacuation planning, inter-agency coordination, and community communication — within the broader context of Okinawa's unique geographic and strategic environment.

**Objective 2: Participants Create Customized Action Plans**

Beyond awareness, this program will equip participants with concrete tools and next steps. Facilitated group discussions will walk participants through real-world disaster scenarios and practical implementation strategies — such as refining institutional emergency response plans and coordinating among relevant authorities. Each event will conclude with structured action-planning sessions, enabling participants to identify immediate, institution-specific measures they can implement upon returning to their organizations.

**Objective 3: Strengthen U.S.-Japan Cooperation on Disaster Preparedness**

This program will improve coordination among U.S. and Japanese civilian and military actors involved in crisis response, including civil-military coordination and civilian evacuation planning. Facilitate joint planning between U.S. and Japanese experts in emergency management and crisis response with local officials who will implement emergency response measures during a crisis.

**Target Audience:** Local and national government officials, emergency management personnel, first responders, civil society organizations, U.S. and Japanese military, community leaders, and other stakeholders engaged in disaster preparedness and crisis response across Okinawa. Speakers or participants from Taiwan should also be included.

**Indicators of Program Success:**

<b>Quantitative Indicator</b>	% of participants who report increased knowledge of emergency management principles (early warning systems, evacuation planning,
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	inter-agency coordination, community communication) following program activities
<b>Target</b>	≥ 75% of participants report increased knowledge on post-event survey
<b>Quantitative Indicator</b>	% of participants who report that they are motivated to address real gaps in disaster planning that were identified during the forum
<b>Target</b>	≥ 75% of participants report motivation to address identified gaps on post-event survey
<b>Quantitative Indicator</b>	% of participants who report that the best practices shared during the forum are relevant and useful
<b>Target</b>	≥ 75% of participants report that best practices were relevant and useful on post-event survey
<b>Target</b>	At least 10 qualitative testimonials collected across both forums reflect meaningful shifts in awareness or approach
<b>Baseline Data</b>	Pre-event survey administered to all participants before each forum measuring self-reported knowledge levels and familiarity with inter-agency coordination roles.
<b>Data Collection</b>	Pre- and post-event surveys; facilitator observation notes; structured gap-identification worksheets completed during forum sessions.

### **Program Implementation and Budget Parameters**

Applicants must propose a comprehensive implementation plan spanning 15 months, including time for consultations with Consulate General Naha, program planning and implementation, and evaluation of results. The expected project timeline is as follows:

- September 2026 – Award finalized
- October 2026 – Consultations with Consulate
- Fourth Quarter 2026 – Planning
- First Quarter 2027 – First Forum
- Third Quarter 2027 – Second Forum
- Fourth Quarter 2027 – Evaluation and Reporting
- Fourth Quarter 2027 – End of Performance Period

Award recipient will be responsible for the following, in consultation with Consulate General Naha:

- Coordinate and arrange all logistics for each event to include venue, audio-visual equipment, banners, printed materials, refreshments, accommodation, simultaneous interpretation, and travel for participants.

- Identify expert speakers from Japan and United States government, civilian, or military organizations to speak at the forums and organize their attendance, participation, and travel when approved by Consulate General Naha.
- Identify and integrate into the project planning team subject matter expert facilitators who can effectively lead interactive sessions (tabletop exercises) that produce deliverables such as action plans and arrange their travel.
- Identify participants for approval by Consulate General Naha and manage all invites, RSVPs, questions, and travel.
- Coordinate speakers' content and create the program agenda based on objectives and input from Consulate General Naha.
- Provide a Post Forum Report that records lessons learned and disaster planning gaps identified during the forum.
- Create and distribute a contact directory listing contacts and resources responsible for disaster management.
- Organize a networking reception to follow each forum that will further extend the network of conference participants and local stakeholders. A separate budget will be provided by Consulate General Naha for each reception.
- Conduct monitoring and evaluation and report results.

This program may invite U.S. and Japanese experts and facilitators in relevant fields. Such experts will be selected jointly by Consulate General Naha and the award recipient. Award recipients are expected to support all arrangements for speakers and facilitators, including coordination, scheduling, travel, accommodation, meals, on-site logistics, materials, and event support. Any honoraria, speaking fees, consulting fees, or other direct payments proposed for speakers or mentors must be clearly justified in the budget and is subject to additional review and approval by Consulate General Naha.

Budgets should account for all costs necessary for successful program delivery, including venue, program management, staffing, logistical support, participant support, interpretation services, materials, outreach and participant recruitment, and monitoring and evaluation. Travel expenses may include:

#### Okinawa Main Island event

- Airfare, lodging, per-diem, and local transportation for up to three speakers/facilitators. Many speakers will be local and not need travel funds.
- Airfare, lodging, per-diem, and local transportation for at least 20 participants from other remote islands, with emphasis on Ishigaki, Miyako, and Yonaguni. List must be developed in consultation with Consulate General Naha, and the Consulate will have final approval.

#### Miyako event

- Airfare, lodging and per diem for up to five speakers/facilitators.

- Airfare, lodging, per diem, and local transportation for at least four participants each from Ishigaki and Yonaguni. List must be developed in consultation with Consulate General Naha, and the Consulate will have final approval.
- At least 10 participants from Okinawa main island. List must be developed in consultation with Consulate General Naha, and the Consulate will have final approval.

Costs associated with the travel, accommodation, per diem, or other direct expenses of U.S. Government or Embassy/Consulate staff cannot be covered through this award and should not be included in the proposed budget. However, award recipient is expected to support logistical coordination for Embassy/Consulate participation, including scheduling, venue access, seating or room arrangements, and on-site coordination as needed.

### **Core Program Design**

The award recipient will design and implement a program structure consisting of two disaster preparedness forums – one on Okinawa main island and one in Miyako Island – within the full grant period of 15 months. Applicants may propose adjustments to the sequence, format, or delivery method where appropriate, but proposals should clearly demonstrate how the overall project will be implemented.

#### **Event 1: Okinawa Main Island Disaster Preparedness Forum**

**Location:** Okinawa main island. **Format:** Half-day to full-day interactive forum that combines presentations from experts with table-top exercises, planning activities, and moderated discussions. **Focus:** Improve local capacity and U.S.-Japan coordination. **Target audience:** municipal and prefectural authorities from main island and outer islands (including Ishigaki, Miyako, Yonaguni), national government officials, emergency management personnel, first responders, civil society organizations, U.S. and Japanese military, community leaders, and other stakeholders engaged in disaster preparedness. Speakers and participants from Taiwan should also be considered. **Key Feature:** U.S. and Japanese expert speakers will share best practices; participants will leave with a draft action plan tailored to their institution’s needs.

#### **Event 2: Miyako Island Disaster Preparedness Forum**

**Location:** Miyako Island. **Format:** Half-day to full-day interactive forum that combines presentations from experts with table-top exercises, planning activities, and moderated discussions. **Focus:** Improve local capacity and U.S.-Japan coordination. **Target audience:** municipal and prefectural authorities from Miyako, Ishigaki, and Yonaguni, and Okinawa main island, national government officials, emergency management personnel first responders, civil society organizations, U.S. and Japanese military, community leaders, and other stakeholders engaged in disaster preparedness. Speakers and participants from Taiwan should also be considered. **Key Feature:** This event will build on the lessons learned from the first event and further customize the focus to the Southwest Islands. U.S. and Japanese expert speakers will

share best practices; participants will leave with a draft action plan tailored to their institution's needs and that accounts for the unique challenges of the Southwest Islands.

## ***2. Substantial Involvement***

This award will be structured as a cooperative agreement. The Public Diplomacy Section at Consulate General Naha will maintain substantial involvement throughout the planning and implementation of the program.

### *Consulate General Roles and Responsibilities:*

Substantial involvement areas include, but are not limited to:

- Collaboration on the design, agenda, and content of each disaster preparedness forum, ensuring programming reflects Okinawa's unique geographic and strategic environment — including the Southwest Islands — and advances U.S.-Japan Alliance priorities.
- Identification of U.S. Government experts in emergency management and crisis response as speakers, panelists, and facilitators at program events and assistance coordinating their participation.
- Review and approval of key deliverables — including the forum design and outreach plan before subsequent stages of implementation may proceed;
- Collaboration on participant outreach and selection, ensuring representation from local government, emergency responders, civil society, U.S. and Japanese military, and community members across Okinawa, including the Southwest Islands;
- Approval of all participants and speakers; and
- Approval of all travel plans and expenses before execution.

## **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 pages are numbered, including budgets and attachments
- All documents are formatted to fit 8 ½ x 11 paper, and
- All documents are single-spaced, 14-point New Times Roman font, with 1-inch margins. Captions and footnotes may be 10-point New Times Roman font. Font sizes in charts and tables, including the budget, can be reformatted to fit within 1 page width.

The following documents are **required**:

### **1. Mandatory application forms**

Available at [U.S. Embassy Tokyo](#) website or [Grants.gov \(Forms\)](#)

- SF-424 (Application for Federal Assistance – organizations) or SF-424-I (Application for Federal Assistance --individuals)
- SF-424A (Budget Information for Non-Construction programs)
- SF-424B (Assurances for Non-Construction programs) 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. Summary Page (Not to exceed one (1) page)**

Cover sheet stating the applicant's name and organization, proposal date, program title, program period proposed start and end date, target country/countries, and brief purpose of the program that clearly outlines the (1) the problem statement addressed by the project (2) research-based evidence justifying the applicant's approach, and (3) quantifiable project outcomes.

### **3. Proposal (15 pages maximum)**

The proposal should contain sufficient information so that anyone not familiar with it would understand exactly what the applicant wants to do. You may use your own proposal format, but it 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 or Individual 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.
- **Problem Statement:** Clear, concise and well-supported statement of the problem to be addressed and why the proposed program is needed
- **Project Goals and Objectives:** 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.
- **Project Activities:** Describe the program activities and how they will help achieve the objectives. Should be clearly developed and sufficiently explain the resources and time requirements identified (inputs) and things done or produced (outputs). Where appropriate, identify target areas, or where actions are happening, participant groups or selection criteria for participants; how relevant stakeholders will be engaged; actions taken by consultants, sub-recipients or vendors as appropriate/relevant. Demonstrate how the activity will support and advance equity and engage underserved communities in program administration, design, and implementation.
- **Project Methods and Design:** A description of how the program is expected to work to solve the stated problem and achieve the goal. Include a logic model as appropriate.
- **Proposed Project Schedule and Timeline:** The proposed timeline for the program should include activities, evaluation efforts, and program closeout. Sufficient time should be included to conduct and finalize internal/external evaluations and allow any sub-recipients

time for final reporting, as applicable. Include the dates, times, and locations of planned activities and events.

- **Key Personnel:** Names, titles, roles and experience/qualifications of key personnel involved in the program. Represents staff within your organization or outside of your organization carrying out administrative and/or technical responsibilities, who are integral to the success of the program. Includes short bios that highlight relevant professional experience. 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.
- **Project Monitoring and Evaluation Plan:** This is an important part of successful grants. Throughout the timeframe of the grant, how will the activities be monitored to ensure they are happening in a timely manner, and how will the program be evaluated to make sure it meets the goals of the grant? Consider the internal and external risks associated with the proposed project and identify actions that could help mitigate the risks.
- **Future Funding or Sustainability** Applicant's plan for continuing the program beyond the grant period, or the availability of other resources, if applicable. Include ways program activities will ensure sustainability.

#### ***4. Budget Justification Narrative***

After filling out the SF-424A Budget (above), use a separate file to describe each of the budget expenses in detail. Do not simply repeat what is represented numerically in the detailed budget, i.e. salaries are for salaries or travel is for travel. If the detailed budget includes sub-awards, please include a separate budget narrative for each sub-award budget. Provide details on the purpose of costs, reasonability of costs, cost price analysis, allocation methodology, explain any yearly variances in unit prices, and tie expenses to program activities and/or objectives where appropriate. Provide information on considerations such as translations, multi-media approaches as also described in the proposal narrative, procurement by local vendors or the need to import due to unavailability, specific needs of different audiences, costs related to country limitations, etc. See section *I. Other Information: Guidelines for Budget Submissions* below for further information.

#### ***5. Attachments***

- 1-page Curriculum Vitae (CV) or resume of key personnel proposed for the program
- Letters of support from program partners describing the roles and responsibilities of each partner
- If your organization has a Negotiated Indirect Cost Rate Agreement (NICRA) and includes NICRA charges in the budget, include your latest NICRA as a PDF file.
- Official permission letters, if required for program activities.

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

### **1. Application Package**

Application forms required above are available at [U.S. Embassy Tokyo](#) website and [Grants.gov \(Forms\)](#).

### **2. Consulate General Naha Contacts**

If you have any questions about the grant application process, please contact: [TokyoPASGrants@state.gov](mailto:TokyoPASGrants@state.gov).

Contact [NahaPAS@state.gov](mailto:NahaPAS@state.gov) with questions about the contemplated program. Frequently asked questions and responses will be emailed to all applicants who submit a complete application package. A Bidding Conference will be held via conference call on July 29, 2026, to answer questions from potential applicants.

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

#### **Required Registrations**

All organizations, whether based in the United States or in another country, must have a Unique Entity Identifier (UEI) and an active registration in SAM.gov. A UEI is one of the data elements mandated by Public Law 109-282, the Federal Funding Accountability and Transparency Act (FFATA), for all Federal awards. An applicant must maintain an active registration while it has a proposal under review by the Department and must continue to keep the registration active for the entire duration of the period of performance of any Federal award that results from this NOFO.

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

***Note: The process of obtaining or renewing a SAM.gov registration may take anywhere from 4-8 weeks. Please begin your registration as early as possible. Numerous errors require correction, such as an address mismatch, and can delay final registration. If the application is not corrected within 90 calendar days of original registration/or renewal submission, it will be automatically deleted and the organization will need to re-start the process.***

- 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.
- **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](http://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.”

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):

[NCAGE Code Request Tool \(nato.int\)](https://eportal.nspa.nato.int/AC135Public/sc/CageList.aspx)

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

Applications are due no later than August 10, 2026, 11:59 p.m., GMT+9, under the announcement title “Okinawa Disaster Preparedness and Crisis Response Program,” funding opportunity number “Naha-PAS-FY26-01”

Faxed, couriered, or emailed documents will not be accepted. Reasonable accommodation may, in appropriate circumstances, be provided to applicants with disabilities or for security reasons.

It is the responsibility of the applicant to ensure that it has an active registration in grants.gov or MyGrants and that an application has been received by the system in its entirety. Application submissions are automatically logged by date and time when made in Grants.gov and MyGrants,

and the Department of State will use this information to determine whether an application has been submitted on time. Late applications are neither reviewed nor considered. Applicants should not expect a notification upon Consulate General Naha receiving their application.

Consulate General Naha bears no responsibility for disqualification that results from applicants not being registered before the due date, for registration errors in either system, or other errors in the application process.

## **5. *Funding Restrictions***

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

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

### **ii. Certification Regarding Compliance with applicable Federal anti-discrimination laws**

If the place of performance or delivery of any award made under this NOFO will be within the United States, applicants are advised that they will be required to certify the following at the time of award:

- 1) Its compliance in all respects with all applicable Federal anti-discrimination laws is material to the government's payment decisions for purposes of section 3729(b)(4) of title 31, United States Code and;
- 2) It does not operate any programs promoting Diversity, Equity, and Inclusion that violate any applicable Federal anti-discrimination laws. A program promoting Diversity, Equity, and Inclusion means a program whose purpose is to promote preferences based on race, color religion, sex, or national origins, such as in training or hiring.

### **iii. Certification Regarding Compliance with 20 U.S.C. 1011f and any other applicable foreign funding disclosure requirements**

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

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

iv. Certification of Trafficking in Persons Compliance and Compliance Plan

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

- 1) To the best of the Recipient's knowledge, neither the Recipient, nor any subrecipient, contractor, or subcontractor of the Recipient or any agent of the recipient or of such a subrecipient, contractor, or subcontractor, is engaged in any of the activities described in 2 CFR 175.105(a);

The recipient has implemented a Trafficking in Persons compliance plan to prevent activities described in 2 CFR 175(a) and is compliant with this plan; and the compliance plan must follow the minimum requirements described in 2 CFR 175(b)(5).

- 2) That the Recipient has and will implement procedures to prevent activities described in 2 CFR 175.105(a) and to monitor, detect, and terminate any subrecipient, contractor, subcontractor, or employee of the recipient engaging in these activities.

Recipients do not need to submit a copy of the plan. However, they must provide it to the Grants Officer upon request, and as appropriate, must post the useful and relevant contents of the plan or related materials on their website and at the workplace. Recipients must re-certify on an annual basis for the entire award period of performance.

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

(a) *Definitions.*

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

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

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

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

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

(1) delivering any FASC-prohibited unmanned aircraft system, which includes unmanned aircraft (i.e., drones) and associated elements;

(2) Operating a FASC-prohibited unmanned aircraft system in the performance of the award; and

(3) Using Federal funds for the purchase or operation of a FASC-prohibited unmanned aircraft system .

c) *Exemptions, exceptions, and waivers.* The prohibitions described above will not apply if the agency determines that an exemption, exception, or waiver applies and the award indicates that such a determination has been made. [See sections 1823 through 1825 and 1832 of Public Law 118-31 ([41 U.S.C. 3901](#) note prec.) for statutory requirements pertaining to exemptions, exceptions, and waivers.].

vi. Promoting Human Flourishing in Foreign Assistance (PHFFA)

Applicants for foreign assistance awards should be aware of requirements in 2 CFR Part 602, 603, and 604.

These policies are referred to collectively as the Promoting Human Flourishing in Foreign Assistance (PHFFA) Policy.

[602](#): The award term imposes certain abortion-related requirements on foreign nongovernmental organizations (NGOs), United States NGOs, public international organizations, foreign governments, and parastatals.

[603](#): The award term imposes certain requirements relating to gender ideology on foreign nongovernmental organizations (NGOs), United States NGOs, international organizations, foreign governments, and parastatals.

[604](#): The award term imposes certain requirements relating to discriminatory equity ideology on foreign nongovernmental organizations (NGOs), United States NGOs, international organizations, foreign governments, and parastatals.

The Department recognizes there are costs associated with these policies. Potential one-time and recurring costs the Department identifies for recipients and grantees are for familiarization with the policy, development and delivery of organizational training and implementation guidance, routine compliance monitoring, and recordkeeping and reporting requirements.

#### **6. *Other Submission Requirements***

All application materials must be submitted by email to [NahaPAS@state.gov](mailto:NahaPAS@state.gov).

### **F. Application Review Information**

#### **1. *Review Criteria***

Consulate General Naha review panel will evaluate each application individually against the criteria listed below, in order of importance, and not against competing applications.

Please use the below criteria as a reference, but do not structure your application according to the sub-sections.

**Quality and Feasibility of the Program Idea – 30 points:** The program idea is well developed, with detail about how program activities will be carried out. The proposal includes a reasonable implementation timeline. The proposal does not include any activities contrary to any standing Executive Orders. For a full list, see <https://www.federalregister.gov/>.

**Organizational Capacity – 20 points:** The organization has expertise in its stated field and has the internal controls in place to manage federal funds. This includes a financial management system and a bank account. If sub-awards are proposed, applicant demonstrates experience managing subawards.

**Program Planning/Ability to Achieve Objectives – 15 points:** Goals and objectives are clearly stated and program approach is likely to provide maximum impact in achieving the proposed results.

**Budget – 10 points:** The budget justification 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.

**Monitoring and evaluation plan – 15 points:** Applicant demonstrates it is able to measure program success against key indicators and provides milestones to indicate progress toward goals outlined in the proposal. The program includes output and outcome indicators and shows how and when those will be measured.

**Sustainability – 10 points:** Program activities will continue to have positive impact after the end of the program.

## **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 review committee will evaluate all eligible applications.

The Department of State is committed to ensuring a competitive and standardized process for awarding funding. Applications will be screened initially in a Technical Eligibility Review stage to determine whether applicants meet the eligibility requirements outlined in section C and have submitted all required documents outlined in section D. Applications that do not meet these requirements will not advance beyond the Technical Eligibility Review stage and will be deemed ineligible for funding under this NOFO.

All applications that are deemed eligible will move forward to the Merit Review Panel consisting of U.S. government subject matter and/or country-specific experts and will be rated on a 100-point scale.

Panel Reviewers will determine scores based on the strengths and weaknesses of the aforementioned categories and for consistency with the program goals and objectives outlined in this NOFO. Panel Reviewers' ratings, and any resulting recommendations, are advisory. Panel Reviewers may provide conditions and recommendations on applications to enhance the proposed project, which must be addressed by the applicant before further consideration of the award. To ensure effective use of US Government funds, conditions or recommendations may include requests to increase, decrease, clarify, and/or justify costs and project activities.

Consulate General Naha reserves the right to make an award based on the initial application received with or without discussion or negotiations. Therefore, applications should contain the Applicant's best terms from both cost and technical standpoints.

Final award decisions will be influenced by whether the application meets the Department of State's programmatic goals and objectives, how it supports the Department's overarching policy priorities, and the geographic distribution of the top-ranking applications.

## **4. Risk Review**

### **i. Risk factors**

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

## **G. Award Notices**

Consulate General Naha will provide separate notifications to applicants on the result of their applications. Successful applicants may receive a letter with review panel conditions and recommendations. Final approval is contingent on the applicant successfully responding to the review panel's conditions and recommendations; Congressional Notification requirements; registration in required systems; and completing and providing any additional documentation requested by Consulate General Naha or the Department's warranted Grants Officer.

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 for review and countersignature to the applicant's designated Authorizing Official via MyGrants to be electronically signed in the system. 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.

**Unsuccessful applicants:** Unsuccessful applicants will be notified by October 15, 2026 via email.

### **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.

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 performance progress reports (PPR). The award document will specify what reports are required and how often these reports must be submitted. Applicants should be aware that Consulate General Naha awards will require that all reports (financial and progress) are uploaded to the grant file in MyGrants.

### Financial Reports

The Recipient is required to submit financial reports throughout the project period, using Form SF-425, the Federal Financial Report (FFR) form, as well as forms suggested by the Grants Officer Representative. If payment is made through the Payment Management System, all financial reports must be submitted electronically through the Payment Management System. The Recipient is also required to upload to MyGrants a pdf version of all financial reports (Federal Financial report) they have submitted in the Payment Management System. Form FFR (SF-425) can be found on OMB's website forms tab: Post-Award Reporting Forms | Grants.gov

### Program Reports

The Recipient will be required to submit quarterly narrative progress reports (unless stipulated otherwise in the final Agreement) throughout the project period to the award file in MyGrants.

Narrative progress reports should reflect continued focus on measuring the project's progress in achieving the overarching goal. Explain and evaluate how activities reflect progress toward expected outcomes and outcomes towards achieving objectives.

Reports should also include an update on expenditures during the quarter. Where relevant, progress reports should also include the following:

- Relevant contextual information (limited);
- Any tangible impact or success stories from the project, when possible;
- Copy of mid-term and/or final evaluation report(s) conducted by an external evaluator; if applicable;
- Relevant supporting documentation or products related to the project activities (such as articles, meeting lists and agendas, participant surveys, photos, manuals, etc.) as separate attachments;
- Description of how the recipient is pursuing sustainability, including looking for sources of follow-on funding;
- Any problems/challenges in implementing the project and corrective action plan with an updated timeline of activities;
- Reasons why activities have not been conducted or deliverables were not met in accordance with the timeline;

- Proposed activities for the next quarter; and,
- Additional pertinent information, including analysis and explanation of cost overruns or high unit costs, if applicable.

#### Final Reporting

A final financial and progress report is due no later than 120 calendar days after the expiration date of the award. The Final Progress Report shall include the following elements: executive summary, successes, outcomes, best practices, how the project addresses gender issues and marginalized communities, how the project will be sustained. Additional guidance may be provided prior to the award end date.

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. Consulate General Naha reserves the right to request any additional programmatic and/or financial project information during the award period of performance.

It is the Department of State's policy that English is the official language of all award documents. If reports or any other supporting documents are provided in both English and a foreign language, it must be stated in each version that the English language version is the controlling version. The controlling currency is the U.S. dollar. Financial reports must be submitted in U.S. dollars.

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.

**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.

### 3. Branding and Marking

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

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

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

## **I. Federal Awarding Agency Contact**

### **1. Contacts**

For technical submission questions related to this NOFO, please contact NahaPAS@state.gov.

### **2. Question Submission Deadline**

To maintain fairness and transparency in competition, Consulate General Naha will not answer questions related to proposal concept or design. All questions must be submitted via email to contact listed in G.1. by July 27, 2026, 11:59 PM GMT+9. Consulate General Naha will create a document of submitted questions with answers and email it to all applicants who submit a complete application package.

Explanatory information provided by any Consulate General Naha representative that contradicts this NOFO will not be binding.

## **J. 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 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.