Billing Code:

Department of State

[Public Notice   ]

Bureau of Educational and Cultural Affairs (ECA) Request

for Grant Proposals: Near East, South Asia, and Sub-Saharan

Africa Undergraduate Exchange Program

Announcement Type: New Cooperative Agreement

Funding Opportunity Number: ECA/A/E/NEA-13-03

Catalog of Federal Domestic Assistance Number: 19.009

Key Dates:

Application Deadline: February 15, 2013

Executive Summary: The Office of Academic Exchange Programs

of the Bureau of Educational and Cultural Affairs announces

an open competition for the administration of the FY 2013

Near East, South Asia, and Sub-Saharan Africa Undergraduate

Exchange Program. The total amount of funding for this

award will be up to $3,485,000 pending the availability of

FY 2013 funds. Public and private non-profit organizations

meeting the provisions described in Internal Revenue Code

section 26 USC 501(c)(3) in the United States may submit

proposals to organize and carry out academic exchange

activities for students from underrepresented sectors in

the Middle East, North Africa, South Asia, and Sub-Saharan

Africa (eligible countries and locales are listed below in the purpose section). For the first time, in FY2013, approximately 15 emerging student leaders from underrepresented sectors in Sub-Saharan Africa will be selected for participation in the NESA UGRAD Program. Participants from Sub-Saharan Africa will be placed in the program for one semester or one full academic year.

The program is aimed at providing participants with a deeper understanding of U.S. higher education, U.S. culture, and gaining new globally-applicable skills and expertise in U.S. communities. The recipient organization will be responsible for the following aspects of the program: placement of approximately 95 foreign students at accredited U.S. institutions (approximately 80 students from the Middle East, North Africa, and South Asia and approximately 15 students from Sub-Saharan Africa with approximately 88 students being awarded full academic year and seven student one-semester scholarships), student travel to the U.S., enrichment programming, advising, monitoring and support, orientation and re-entry activities, evaluation, and follow-on alumni activities.

I.   Funding Opportunity Description:

Authority:

Overall grant making authority for this program is
contained in the Mutual Educational and Cultural Exchange
Act of 1961, Public Law 87-256, as amended, also known as
the Fulbright-Hays Act. The purpose of the Act is "to
enable the Government of the United States to increase
mutual understanding between the people of the United
States and the people of other countries...; to strengthen
the ties which unite us with other nations by demonstrating
the educational and cultural interests, developments, and
achievements of the people of the United States and other
nations...and thus to assist in the development of
friendly, sympathetic and peaceful relations between the
United States and the other countries of the world." The
funding authority for the program above is provided through
legislation.

Purpose:

The principal objective of the Near East, South Asia, and
Sub-Saharan Africa Undergraduate Exchange Program (herein
referred to as the "NESA UGRAD") is to provide a
substantive exchange experience at a U.S. college or
university to a diverse group of emerging student leaders
from underrepresented sectors in the Middle East, North

Africa, South Asia, and Sub-Saharan Africa.

The recipient organization should ensure that participants are able to enroll full-time in courses at U.S. institutions alongside U.S. peers, and provide the participants with opportunities to understand the U.S. and U.S. citizens inside and outside the classroom.

An important objective of the program is to prepare participants to be successful at the undergraduate level as well for higher level studies in the U.S. and in their home countries in the future. Academic skill building coursework or workshops must be provided to enhance or reinforce participants' study habits, academic skill sets, and understanding of higher education.

Participants are required to participate in community service activities and an internship to enhance their academic studies and provide valuable experience to prepare them for future success outside of the classroom. Community service and internships within U.S. communities will provide greater understanding of U.S. culture and the U.S. workforce while providing globally-applicable skill sets.

Participants will be required to return to their home countries immediately at the conclusion of the exchange program to re-enter colleges and universities there as well as to re-integrate with their home societies.

The NESA UGRAD Program will provide approximately 95 scholarships (80 students from the Middle East, North Africa, and South Asia and approximately 15 students from Sub-Saharan Africa with approximately 88 students being awarded full academic year and seven student one-semester scholarships) at U.S. institutions of higher education to outstanding students from non-elite sectors. Participants may come from but are not limited to the following countries in the Near East (Algeria, Bahrain, Egypt, Israel, Jordan, Kuwait, Lebanon, Libya, Morocco, Oman, Palestinian Territories, Qatar, Saudi Arabia, Tunisia, United Arab Emirates, and Yemen), South Asia (Bangladesh, India, Nepal, and Pakistan), and Sub-Saharan Africa (Angola, Ghana, Mauritania, Mozambique, Niger, South Africa, Uganda, Zambia, and Zimbabwe). Countries may be added or removed to meet the overall needs of the program and availability of funds.

Scholarships will be granted primarily to students who are

currently enrolled in an undergraduate degree program in their home country, although students just completing their final year of high school will also be eligible. The recipient organization will place participants in non-degree programs at both two- and four-year U.S. colleges and universities. Placement at community colleges is permissible under this program.

The recipient organization should develop enrichment activities to enhance the participants' academic education, including having students conduct local presentations about their countries, community service, and internships. Students who participate for one semester will not be required to complete an internship. Transfers of academic program or visa sponsorship of participants to another U.S. institution will not be considered.

The recipient organization must demonstrate the ability to administer the following aspects of the NESA UGRAD Program: pre-departure orientation, program orientation, monitoring and support of participants including all logistics, financial management, evaluation, follow-on, and alumni outreach. The cooperating organization will serve as the principal liaison with the NESA UGRAD Program host

institutions and the Bureau. Further details on specific
program responsibilities can be found in the Project
Objectives, Goals, and Implementation (POGI) Statement,
which is part of the formal solicitation package available
from the Bureau. Interested organizations should read the
entire announcement for all information prior to preparing
proposals.

The Bureau will award one cooperative agreement for this
program. Should an applicant organization wish to work
with other organizations in the implementation of this
program, the Bureau requests that sub-grant agreements be
developed. The same requirements apply to the sub-grantee
as to the recipient organization.

Programs must comply with J-1 Visa regulations. Please
refer to the Solicitation Package for further information.

In a Cooperative Agreement, the Office of Academic Exchange
Programs, Near East Asia Branch (ECA/A/E/NEA) and Africa
Branch (ECA/A/E/AF) are substantially involved in program
activities above and beyond routine grant monitoring.
ECA/A/E/NEA and ECA/A/E/AF activities and responsibilities
for this program are as follows:

1. Participating in the design and direction of program activities;

2. Approving or finalizing the selection of program participants nominated by participating U.S. Embassies/Consulates or Fulbright Commissions abroad;

3. Approving and providing input for all program agendas and timelines;

4. Approving final host institution selections after thorough consultations with the award recipient;

5. Providing final approval, after thorough consultation with the award recipient, of all student placements;

6. Providing guidance in the execution of all project components;

7. Arranging for State Department speakers during workshops;

8. Advising and consulting on participant emergencies and overall program participation;

9. Providing background information related to participants' home country and cultures;

10. Providing liaison with Public Affairs Section (PAS) of the U.S. Embassy and country desk officer at the U.S. Department of State.

NOTE: All materials, publicity, and correspondence related to the program must acknowledge this as a program of the Bureau of Educational and Cultural Affairs, U.S. Department of State. The Bureau will retain copyright use of and distribute materials related to this program as it sees fit.

II. Award Information:

Type of Award: Cooperative Agreement. The Bureau's level of involvement in this program is listed under number I above.

Fiscal Year Funds: FY 2013

Approximate Total Funding: $3,485,000

Approximate Number of Awards: 1

Approximate Average Award: 3,485,000

Anticipated Award Date: Pending availability of funds, the anticipated program start date will be May 1, 2013

Anticipated Project Completion Date: December 31, 2014

Additional Information: Pending successful implementation of this program and the availability of funds in subsequent fiscal years, it is the Bureau's intent to renew this grant for two additional fiscal years, before openly competing it again.

III. Eligibility Information:

III.1. Eligible applicants:

Applications may be submitted by public and private non-profit organizations meeting the provisions described in Internal Revenue Code section 26 USC 501(c)(3).

III.2. Cost-Sharing or Matching Funds:

There is no minimum or maximum percentage required for this competition. However, the Bureau encourages applicants to provide maximum levels of cost sharing and funding in support of its programs.

When cost sharing is offered, it is understood and agreed that the cooperating organization must provide the amount of cost sharing as stipulated in its proposal and later included in an approved grant agreement. Cost sharing may be in the form of allowable direct or indirect costs. For accountability, written records must be maintained to support all costs which are claimed as contribution, as well as costs to be paid by the Federal government. Such records are subject to audit. The basis for determining the value of cash and in-kind contributions must be in accordance with OMB Circular A-110, (Revised), Subpart C.23 - Cost Sharing and Matching. In the event that the minimum

amount of cost sharing as stipulated in the approved budget
is not provided, the Bureau's contribution will be reduced
in like proportion.

III.3. Other Eligibility Requirements:

a.) Bureau grant guidelines require that organizations
with less than four years experience in conducting
international exchanges be limited to $130,000 in Bureau
funding. The Bureau anticipates making one award, in an
amount up to $3,485,000 to support program and
administrative costs required to implement this exchange
program.   Therefore, organizations with less than four
years experience in conducting international exchanges are
ineligible to apply under this competition.   The Bureau
encourages applicants to provide maximum levels of cost
sharing and funding in support of its programs.

IV.) Application and Submission Information:

Note: Please read the complete announcement before sending
inquiries or submitting proposals. Once the RFGP deadline
has passed, Bureau staff may not discuss this competition
with applicants until the proposal review process has been
completed.

IV.1.   Contact Information to Request an Application

        Package:

Please contact Program Officer Jamie Sharp in the Office of
Academic Exchange Programs Branch, ECA/A/E/NEA, U.S.
Department of State, SA-5 4th Floor, 2200 C Street, NW,
Washington, D.C. 20037, tel. (202) 632-9446, e-mail:
SharpJ2@state.gov to request a Solicitation Package.
Please refer to the Funding Opportunity Number ECA/A/E/NEA-
13-03 when making your request. Alternatively, an
electronic application package may be obtained from
grants.gov. Please see section IV.3f for further
information.

The Solicitation Package contains the Proposal Submission
Instruction (PSI) document which consists of required
application forms, and standard guidelines for proposal
preparation. It also contains the Project Objectives, Goals
and Implementation (POGI) document, which provides specific
information, award criteria and budget instructions
tailored to this competition.

Please specify Program Officer, Jamie Sharp, and refer to
the Funding Opportunity Number ECA/A/E/NEA-13-03 on all
other inquiries and correspondence.

IV.2.   To Download a Solicitation Package Via Internet:
The entire Solicitation Package may be downloaded from the
Bureau's website at
http://exchanges.state.gov/education/rfgps/menu.htm, or
from the Grants.gov website at http://www.grants.gov.
Please read all information before downloading.

IV.3.   Content and Form of Submission:
Applicants must follow all instructions in the Solicitation
Package. The application should be submitted per the
instructions under IV.3f. "Application Deadline and Methods
of Submission" section below.

IV.3a.   You are required to have a Dun and Bradstreet
Data Universal Numbering System (DUNS) number to apply for
a grant or cooperative agreement from the U.S. Government.
This number is a nine-digit identification number, which
uniquely identifies business entities. Obtaining a DUNS
number is easy and there is no charge. To obtain a DUNS
number, access http://www.dunandbradstreet.com or call 1-
866-705-5711. Please ensure that your DUNS number is
included in the appropriate box of the SF – 424 which is
part of the formal application package.

IV.3b.   All proposals must contain an executive summary, proposal narrative and budget.

Please Refer to the Solicitation Package. It contains the mandatory Proposal Submission Instructions (PSI) document and the Project Objectives, Goals and Implementation (POGI) document for additional formatting and technical requirements.

IV.3c.   All federal award recipients must maintain current registrations in the System for Award Management (SAM) database. Recipients must maintain accurate and up-to-date information in www.SAM.gov until all program and financial activity and reporting have been completed. Recipients must review and update the information at least annually after the initial registration and more frequently if required information changes or another award is granted. Failure to register in SAM will render applicants ineligible to receive funding.

You must have nonprofit status with the IRS at the time of application. **Please note:** Effective January 7, 2009, all applicants for ECA federal assistance awards must include in their application the names of directors and/or senior

executives (current officers, trustees, and key employees,
regardless of amount of compensation). In fulfilling this
requirement, applicants must submit information in one of
the following ways:

1) Those who file Internal Revenue Service Form 990,
   "Return of Organization Exempt From Income Tax," must
   include a copy of relevant portions of this form.

2) Those who do not file IRS Form 990 must submit
   information above in the format of their choice.

In addition to final program reporting requirements, award
recipients will also be required to submit a one-page
document, derived from their program reports, listing and
describing their grant activities. For award recipients,
the names of directors and/or senior executives (current
officers, trustees, and key employees), as well as the one-
page description of grant activities, will be transmitted
by the State Department to OMB, along with other
information required by the Federal Funding Accountability
and Transparency Act (FFATA), and will be made available to
the public by the Office of Management and Budget on its
USASpending.gov website as part of ECA's FFATA reporting
requirements.

If your organization is a private nonprofit which has not
received a grant or cooperative agreement from ECA in the
past three years, or if your organization received
nonprofit status from the IRS within the past four years,
you must submit the necessary documentation to verify
nonprofit status as directed in the PSI document. Failure
to do so will cause your proposal to be declared
technically ineligible.

**IV.3d.   Please take into consideration the following
             information when preparing your proposal
             narrative:**

IV.3d.1   ADHERENCE TO ALL REGULATIONS GOVERNING THE J VISA
The Bureau of Educational and Cultural Affairs places
critically important emphases on the security and proper
administration of the Exchange Visitor (J visa) Programs and
adherence by award recipients and sponsors to all
regulations governing the J visa. Therefore, proposals
should demonstrate the applicant's capacity to meet all
requirements governing the administration of the Exchange
Visitor Programs as set forth in 22 CFR 62, including the
oversight of Responsible Officers and Alternate Responsible
Officers, screening and selection of program participants,
provision of pre-arrival information and orientation to

participants, monitoring of participants, proper

maintenance and security of forms, record-keeping,

reporting and other requirements.

The award recipient will be responsible for issuing DS-2019

forms to participants in this program.

A copy of the complete regulations governing the

administration of Exchange Visitor (J) programs is

available at http://exchanges.state.gov or from:

Office of Designation, Private Sector Programs Division

U.S. Department of State

ECA/EC/D/PS, SA-5, 5th Floor

2200 C Street, NW

Washington, DC 20037

Please refer to Solicitation Package for further

information.

IV.3d.2. Diversity, Freedom and Democracy Guidelines:

Pursuant to the Bureau's authorizing legislation, programs

must maintain a non-political character and should be

balanced and representative of the diversity of American

political, social, and cultural life. "Diversity" should

be interpreted in the broadest sense and encompass

differences including, but not limited to ethnicity, race,

gender, religion, geographic location, socio-economic

status, and disabilities. Applicants are strongly

encouraged to adhere to the advancement of this principle

both in program administration and in program content.

Please refer to the review criteria under the 'Support for

Diversity' section for specific suggestions on

incorporating diversity into your proposal. Public Law

104-319 provides that "in carrying out programs of

educational and cultural exchange in countries whose people

do not fully enjoy freedom and democracy," the Bureau

"shall take appropriate steps to provide opportunities for

participation in such programs to human rights and

democracy leaders of such countries." Public Law 106 - 113

requires that the governments of the countries described

above do not have inappropriate influence in the selection

process. Proposals should reflect advancement of these

goals in their program contents, to the full extent deemed

feasible.

IV.3d.3. Program Monitoring and Evaluation:

Proposals must include a plan to monitor and evaluate the

project's success, both as the activities unfold and at the

end of the program. The Bureau recommends that your

proposal include a draft survey questionnaire or other technique plus a description of a methodology to use to link outcomes to original project objectives. The Bureau expects that the recipient organization will track participants or partners and be able to respond to key evaluation questions, including satisfaction with the program, learning as a result of the program, changes in behavior as a result of the program, and effects of the program on institutions (institutions in which participants work or partner institutions). The evaluation plan should include indicators that measure gains in mutual understanding as well as substantive knowledge.

Successful monitoring and evaluation depend heavily on setting clear goals and outcomes at the outset of a program. Your evaluation plan should include a description of your project's objectives, your anticipated project outcomes, and how and when you intend to measure these outcomes (performance indicators). The more that outcomes are "smart" (specific, measurable, attainable, results-oriented, and placed in a reasonable time frame), the easier it will be to conduct the evaluation. You should also show how your project objectives link to the goals of the program described in this RFGP.

Your monitoring and evaluation plan should clearly distinguish between program <u>outputs</u> and <u>outcomes</u>. <u>Outputs</u> are products and services delivered, often stated as an amount. Output information is important to show the scope or size of project activities, but it cannot substitute for information about progress towards outcomes or the results achieved. Examples of outputs include the number of people trained or the number of seminars conducted. <u>Outcomes</u>, in contrast, represent specific results a project is intended to achieve and is usually measured as an extent of change. Findings on outputs and outcomes should both be reported, but the focus should be on outcomes.

We encourage you to assess the following four levels of outcomes, as they relate to the program goals set out in the RFGP (listed here in increasing order of importance):

1. **Participant satisfaction** with the program and exchange experience.
2. **Participant learning**, such as increased knowledge, aptitude, skills, and changed understanding and attitude. Learning includes both substantive (subject-specific) learning and mutual understanding.

3. **Participant behavior**, concrete actions to apply knowledge in work or community; greater participation and responsibility in civic organizations; interpretation and explanation of experiences and new knowledge gained; continued contacts between participants, community members, and others.

4. **Institutional changes**, such as increased collaboration and partnerships, policy reforms, new programming, and organizational improvements.

Please note: Consideration should be given to the appropriate timing of data collection for each level of outcome. For example, satisfaction is usually captured as a short-term outcome, whereas behavior and institutional changes are normally considered longer-term outcomes.

Overall, the quality of your monitoring and evaluation plan will be judged on how well it 1) specifies intended outcomes; 2) gives clear descriptions of how each outcome will be measured; 3) identifies when particular outcomes will be measured; and 4) provides a clear description of the data collection strategies for each outcome (i.e., surveys, interviews, or focus groups). (Please note that evaluation plans that deal only with the first level of

outcomes [satisfaction] will be deemed less competitive under the present evaluation criteria.)

Recipient organizations will be required to provide reports analyzing their evaluation findings to the Bureau in their regular program reports. All data collected, including survey responses and contact information, must be maintained for a minimum of three years and provided to the Bureau upon request.

IV.3e.   Please take the following information into consideration when preparing your budget:

IV.3e.1. Applicants must submit SF-424A – "Budget Information – Non-Construction Programs" along with a comprehensive budget for the entire program. There must be a summary budget as well as breakdowns reflecting both administrative and program budgets. Applicants may provide separate sub-budgets for each program component, phase, location, or activity to provide clarification.

IV.3e.2. Allowable costs for the program include the following:

1) Participant Expenses

2) Administrative Costs

Please refer to the Solicitation Package for complete
budget guidelines and formatting instructions.

IV.3f.   Application Deadline and Methods of Submission:

Application Deadline Date: February 15, 2013

Reference Number: ECA/A/E/NEA-13-03

Methods of Submission: Electronic

Applications may only be submitted electronically
through Grants.gov (http://www.grants.gov). Complete
solicitation packages are available at Grants.gov in the
"Find" portion of the system.

PLEASE NOTE: ECA bears no responsibility for applicant
timeliness of submission or data errors resulting from
transmission or conversion processes for proposals
submitted via Grants.gov

Please follow the instructions available in the 'Get
Started' portion of the site
(http://www.grants.gov/GetStarted).

Several of the steps in the Grants.gov registration process
could take several weeks. Therefore, applicants should
check with appropriate staff within their organizations

immediately after reviewing this RFGP to confirm or

determine their registration status with Grants.gov.

Once registered, the amount of time it can take to upload

an application will vary depending on a variety of factors

including the size of the application and the speed of your

internet connection. In addition, validation of an

electronic submission via Grants.gov can take up to two

business days.

Therefore, we strongly recommend that you not wait until

the application deadline to begin the submission process

through Grants.gov.

The Grants.gov website includes extensive information on

all phases/aspects of the Grants.gov process, including an

extensive section on frequently asked questions, located

under the "For Applicants" section of the website. ECA

strongly recommends that all potential applicants review

thoroughly the Grants.gov website, well in advance of

submitting a proposal through the Grants.gov system.

Direct all questions regarding Grants.gov registration and

submission to:

Grants.gov Customer Support

Contact Center Phone: 800 -518-4726

Business Hours: Monday – Friday, 7AM – 9PM Eastern Time

Email: support@grants.gov

Applicants have until midnight (12:00 a.m.), Washington, DC time of the closing date to ensure that their entire application has been uploaded to the Grants.gov site. There are no exceptions to the above deadline. Applications uploaded to the site after midnight of the application deadline date will be automatically rejected by the grants.gov system, and will be technically ineligible.

Please refer to the Grants.gov website, for definitions of various "application statuses" and the difference between a submission receipt and a submission validation. Applicants will receive a validation e-mail from grants.gov upon the successful submission of an application. Again, validation of an electronic submission via Grants.gov can take up to two business days. Therefore, we strongly recommend that you not wait until the application deadline to begin the submission process through Grants.gov. ECA will not notify you upon receipt of electronic applications.

It is the responsibility of all applicants submitting proposals via the Grants.gov web portal to ensure that proposals have been received by Grants.gov in their entirety, and ECA bears no responsibility for data errors resulting from transmission or conversion processes.

IV.3g.   Intergovernmental Review of Applications:

Executive Order 12372 does not apply to this program.

V.   Application Review Information:

V.1.   Review Process:

The Bureau will review all proposals for technical eligibility. Proposals will be deemed ineligible if they do not fully adhere to the guidelines stated herein and in the Solicitation Package. All eligible proposals will be reviewed by the program office, as well as the Public Diplomacy section overseas, where appropriate. Eligible proposals will be subject to compliance with Federal and Bureau regulations and guidelines and forwarded to Bureau grant panels for advisory review. Proposals may also be reviewed by the Office of the Legal Adviser or by other Department elements. Final funding decisions are at the discretion of the Department of State's Assistant Secretary

for Educational and Cultural Affairs. Final technical
authority for cooperative agreement awards resides with the
Bureau's Grants Officer. The Bureau reserves the right to
reduce, revise, or increase proposal budgets in accordance
with the needs of the program and availability of funds.

V.2.   Review Criteria:

Technically eligible applications will be competitively
reviewed according to the criteria stated below. These
criteria are not rank ordered and all carry equal weight in
the proposal evaluation:

1) **Quality of the program idea and program planning:**

   Proposals should exhibit originality, substance,

   precision, and relevance to the Bureau's mission.

   Detailed agenda and relevant work plan should demonstrate

   substantive undertakings and logistical capacity. Agenda

   and plan should adhere to the program overview and

   guidelines described above.

2) **Ability to achieve program objectives:** Objectives

   should be reasonable, feasible, and flexible. Proposals

   should clearly demonstrate how the institution will meet

   the program's objectives and plan.

3) **Multiplier effect/impact:** Proposed programs should

   strengthen long-term mutual understanding, including

maximum sharing of information and establishment of long-term institutional and individual linkages.

4) **Support of Diversity:** Proposals should demonstrate substantive support of the Bureau's policy on diversity. Achievable and relevant features should be cited in both program administration (program venues and program evaluation) and program content (orientation and wrap-up sessions, program meetings, resource materials and follow-up activities).

5) **Institutional Record and Capacity:** Proposed personnel and institutional resources should be adequate and appropriate to achieve the program or project's goals. Proposals should demonstrate an institutional record of successful exchange programs, including responsible fiscal management and full compliance with all reporting requirements for past Bureau awards (grants or cooperative agreements) as determined by Bureau Grants Staff. The Bureau will consider the past performance of prior recipients and the demonstrated potential of new applicants.

6) **Follow-on Activities and Evaluation:** Proposals should provide a plan for continued follow-on activity (without Bureau support) ensuring that Bureau supported programs are not isolated events. Proposals also should include a

plan to evaluate the activity's success, both as the activities unfold and at the end of the program. A draft survey questionnaire or other technique plus description of a methodology to use to link outcomes to original project objectives is recommended.

7) **Cost-sharing and cost-effectiveness:** The overhead and administrative components of the proposal, including salaries and honoraria, should be kept as low as possible. All other items should be necessary and appropriate. Proposals should maximize cost-sharing through other private sector support as well as institutional direct funding contributions.

8. **Value to U.S.-Partner Country Relations:** Proposed projects should receive positive assessments by the U.S. Department of State's geographic area desk and overseas officers of program need, potential impact, and significance in the partner countries.

VI. Award Administration Information:

VI.1a. Award Notices:

Final awards cannot be made until funds have been appropriated by Congress, allocated and committed through internal Bureau procedures. Successful applicants will receive an Federal Assistance Award (FAA) from the Bureau's

Grants Office. The FAA and the original proposal with

subsequent modifications (if applicable) shall be the only

binding authorizing document between the recipient and the

U.S. Government. The FAA will be signed by an authorized

Grants Officer, and mailed to the recipient's responsible

officer identified in the application.

Unsuccessful applicants will receive notification of the

results of the application review from the Bureau program

office coordinating this competition.

**VI.1b The following additional requirements apply to this
project:**

All awards made under this competition must be executed

according to all relevant U.S. laws and policies regarding

assistance to the Palestinian Authority, and to the West

Bank and Gaza. Organizations must consult with relevant

Public Affairs Offices before entering into any formal

arrangements or agreements with Palestinian organizations

or institutions.

Note: To assure that planning for the inclusion of the

Palestinian Authority complies with requirements, please

contact Program Officer Jamie Sharp, Office of Academic

Exchange Programs at (202) 632-9446 or via email at

SharpJ2@state.gov for additional information.

VI.2. **Administrative and National Policy Requirements**:

Terms and Conditions for the Administration of Bureau

agreements include the following:

Office of Management and Budget Circular A-122, "Cost

Principles for Nonprofit Organizations."

Office of Management and Budget Circular A-21, "Cost

Principles for Educational Institutions."

OMB Circular A-87, "Cost Principles for State, Local and

Indian Governments."

OMB Circular No. A-110 (Revised), Uniform Administrative

Requirements for Grants and Agreements with Institutions of

Higher Education, Hospitals, and other Nonprofit

Organizations.

OMB Circular No. A-102, Uniform Administrative Requirements

for Grants-in-Aid to State and Local Governments.

OMB Circular No. A-133, Audits of States, Local Government,

and Non-profit Organizations.

Please reference the following websites for additional

information:

http://www.whitehouse.gov/omb/grants.

http://fa.statebuy.state.gov

VI.3. Reporting Requirements: You must provide ECA with an electronic copy of the following required reports:

Mandatory:

1.) Additional performance reports shall not be required more frequently than quarterly or, less frequently than annually. Annual reports shall be due 90 calendar days after the grant year; quarterly or semi-annual reports shall be due 30 days after the reporting period. (Frequency of these reports will be determined by the Grants Officer and Program Officer). The performance reports (PPR) must be submitted electronically to the Grants Office at reportseca@state.gov with a copy sent to the Program Officer. The Federal Financial Report (FFR SF-425/SF-425a) must be submitted through the Payment Management System (PMS). The electronic version of the FFR can be accessed at: http://www.dpm.psc.gov/ . Failure to comply with these reporting requirements may jeopardize the Recipient's eligibility for future Agreements.

2.) A SF-PPR, "Performance Progress Report" Cover Sheet must be submitted with all program performance reports.

3.) A final program and financial report no more than 90 days after the expiration or termination of the award;

4.) A concise, one-page final program report summarizing program outcomes no more than 90 days after the expiration of the award. This one-page report will be transmitted to OMB, and be made available to the public via OMB's USAspending.gov website - as part of ECA's Federal Funding Accountability and Transparency Act (FFATA) reporting requirements.

Award recipients will be required to provide reports analyzing their evaluation findings to the Bureau in their regular program reports. (Please refer to IV. Application and Submission Instructions (IV.3.d.3) above for Program Monitoring and Evaluation information.

All data collected, including survey responses and contact information, must be maintained for a minimum of three years and provided to the Bureau upon request.

All reports must be sent to the Bureau Grants Officer and the Bureau Program Officer listed in the final assistance award document.

Program Data Requirements:

Award recipients will be required to maintain specific data on program participants and activities in an electronically accessible database format that can be shared with the Bureau as required. As a minimum, the data must include the following:

1) Name, address, contact information, biographic sketch, and U.S. host institution of higher education of all persons who travel internationally on funds provided by the agreement or who benefit from the award funding but do not travel.

2) Itineraries of international and domestic travel, providing dates of travel and cities in which any exchange experiences take place. Final schedules for in-country and U.S. activities must be received by the Bureau Program Officer at least two weeks days prior to the official opening of the activity.

VII.   Agency Contacts:

For questions about this announcement, contact: Program Officer Jamie Sharp, Office of Academic Exchange Programs, ECA/A/E/NEA, Reference Number: ECA/A/E/NEA-13-03, U.S. Department of State, 2200 C Street, NW, Washington, DC 20037, (202) 632-9446, e-mail: SharpJ2@state.gov

All correspondence with the Bureau concerning this RFGP should reference the title and number ECA/A/E/NEA-13-03. Please read the complete announcement before sending inquiries or submitting proposals. Once the RFGP deadline has passed, Bureau staff may not discuss this competition with applicants until the proposal review process has been completed.

VIII.   Other Information:

Notice:

The terms and conditions published in this RFGP are binding and may not be modified by any Bureau representative. Explanatory information provided by the Bureau that contradicts published language will not be binding. Issuance of the RFGP does not constitute an award commitment on the part of the U.S. Government. The Bureau reserves the right to reduce, revise, or increase proposal budgets in accordance with the needs of the program and the availability of funds. Awards made will be subject to periodic reporting and evaluation requirements per section VI.3 above.

Ann Stock   December 19, 2012

Assistant Secretary for Educational and Cultural Affairs

U.S. Department of State