U.S. DEPARTMENT OF STATE
U.S. EMBASSY MOGADISHU, PUBLIC AFFAIRS SECTION
Notice of Funding Opportunity

Funding Opportunity Title:	Showcasing the U.S.-Somali Partnership
Funding Opportunity Number:	AF-PAS-MOG-FY22-02
Deadline for Applications:	April 30, 2022 (11:59 p.m. Eastern Time)
CFDA Number:	19.040 – Public Diplomacy Programs
Total Amount Available:	$17,000

CONTACT INFORMATION

1. For questions relating to Grants.gov, please call the Grants.gov Contact Center at 1-800-518-4726.
2. For assistance with the requirements of this solicitation, please contact the U.S. Embassy Mogadishu Public Affairs Section (PAS) at SomaliaPublicAffairs@state.gov.

Authorization to submit proposals through www.Grants.gov is a multi-step process that requires prior successful registration with four separate sites: DUNS, NCAGE, SAM, and www.Grants.gov. Please begin the registration process with each site immediately to ensure the process is completed well in advance of the Notice of Funding Opportunity (NOFO) application deadline. The registration process can require **up to six weeks** for the registration to be validated and confirmed. See *Section D: Submission Requirements* for further details.

Due to the volume of applicants and inquiries, PAS does not accept letters of intent, concept papers, or requests for meetings or phone calls prior to application.

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A. PROGRAM DESCRIPTION

Executive Summary

The U.S. Embassy Mogadishu Public Affairs Section (PAS) is pleased to announce an open competition for an assistance award, contingent on funding availability, through the Public Diplomacy Small Grants Program. PAS invites eligible organizations (see Eligibility Requirements) to submit proposals for an award to produce and disseminate a 24-episode Somali language radio program and podcast showcasing the U.S.-Somali partnership in a wide range of areas. The program will be implemented as a Cooperative Agreement and will highlight areas of cooperation such as health, education, entrepreneurship, women's empowerment, law enforcement and security, energy, infrastructure, and other areas of collaboration. The program is designed to use documentary-style personal interest stories to inform the Somali public about: 1) how U.S. civilian assistance is contributing to Somalia's stability, prosperity, and self-reliance; and 2) how, working in cooperation with Somalia's leaders, international donors, and development partners, U.S. assistance has supported Somalia's efforts to spur trade and economic growth, strengthen the rule of law, foster civil society, promote people-to-people ties, and fight infectious diseases, such as COVID-19, as well as the direct impact of related programs.

The program will produce 24 30-minute episodes prepared in a documentary style focusing on specific sectors and U.S. Embassy programs chosen in consultation with the Grants Officer and the Grants Officer Representative. The radio programs and podcast will aim to broaden understanding about the multi-faceted U.S.-Somali partnership. This program's direct target audience is Somali communities whose primary source of information is local radio. The secondary audience is members of the Somali public active on social media. Proposals must cover a one-year period of performance. Review the Notice of Funding Opportunity for a complete list of requirements.

Background

Important aspects of U.S.-Somali bilateral relations are often either un-reported or under-reported, leading to misperceptions about the U.S. commitment to the relationship. Filling this information gap is key to enabling both countries to better position themselves to further shared interests. The United States is working with the people of Somalia to support a strong, stable, and prosperous Somalia. This Cooperative Agreement will help broaden understanding between the people of both countries and help open new avenues for future bilateral cooperation.

Project Goal

Through this Cooperative Agreement, PAS aims to raise awareness among Somalis whose primary source of information is radio about the U.S.-Somali partnership, particularly in the areas of health, education, entrepreneurship, women's empowerment, law enforcement and security, energy, and infrastructure development.

Project Objectives

The project must achieve the following broad objectives:

- Objective 1: Produce a 24-episode series of 30-minute radio/podcast episodes in Somali language that demonstrate how U.S. assistance is contributing to Somalia's stability, prosperity, and self-reliance.
- Objective 2: After one year, a demonstrable increase in awareness among average Somalis about the U.S. partnership with and commitment to Somalia.

Participants and Audiences
PAS will assist the organization selected to carry out this Cooperative Agreement in identifying beneficiaries of various U.S. Embassy programs to feature in these programs. The grantee may recruit journalists or communications specialists to produce the content if desired (see information below on sub-grantees) and should identify national and regional radio outlets and social media accounts to disseminate the series. The selected participants, media outlets, and social media accounts must receive final approval from the U.S. Embassy.

Grantee Responsibilities
The grantee will be responsible for all logistical arrangements for the interviews and content production. The grantee must describe to the U.S. Embassy how it will monitor and evaluate the activities of the award and collect data that tracks award performance while ensuring the overall program furthers the goals and objectives above.

All proposals should:

- Address how the project will contribute to the program areas listed above.
- Enumerate specific outputs and outcomes to be achieved by the end of the grant period, using the Monitoring and Evaluation Performance Monitoring Plan [Attachment 3].
- Clearly specify the audiences to be reached and the geographic locations of program activities. Programs proposed in multiple locations should explain how that will be accomplished. The grantee must demonstrate the capacity to implement activities in the locations and with the audiences proposed.
- Describe how elements of the project will have a multiplier effect or be sustainable beyond the life of the grant.
- Include a traditional and/or social media plan for marketing or advertising program activities and outcomes.
- Demonstrate competency to manage all financial and oversight aspects of the project, including participant costs and transparent arrangements of sub-grant relationships with partner organizations, if applicable.

The Public Affairs Section will not support the following activities or expenses under this funding opportunity:

- The purchase of space or buildings in support of program activities
- Charitable or development projects
- Construction projects
- Individual travel to conferences

- Scholarships to support educational opportunities or study for individuals*
- Programs intended primarily for the growth or institutional development of the organization
- Completion of activities begun with other funds
- Fundraising or fund development projects
- Lobbying for specific legislation or programs
- Projects that are inherently political in nature or that contain the appearance of partisanship/support to an individual or single party in electoral campaigns
- Political party or lobbying activities in support of political parties
- Projects that support specific religious activities
- Scientific or specific academic research
- Programs that duplicate existing programs
- Cash prizes for competitions

*Individuals interested in educational exchange or study opportunities in the United States should visit the U.S. Department of State Bureau of Educational and Cultural Affairs at https://exchanges.state.gov/non-us for more information on available programs.

B. FEDERAL AWARD INFORMATION

Length of performance period: Twelve months
Number of awards anticipated: One
Award amounts: The award floor is $7,000 and the award ceiling is $17,000
Total available funding: $17,000
Type of funding: 2022 Public Diplomacy Funding
Anticipated program start date: August 2022
This notice is subject to availability of funding.

Funding Instrument Type: Cooperative Agreement. PAS Mogadishu reserves the right to award less or more than the amount of funds described in the absence of worthy applications or under such other circumstances as they may deem to be in the best interest of the U.S. government.

Project and Budget Periods: The proposed program should be completed in one year. PAS 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.

C. ELIGIBILITY INFORMATION

1. Eligible Applicants

PAS encourages applications from U.S., Somali, and international parties such as the following:

- Registered not-for-profit organizations, including think tanks and civil society/non-governmental organizations with programming experience
- Non-profit educational institutions

Organizations may sub-award or sub-contract with other entities, but **only one non-profit organization can be the prime recipient of the award**. For-profit entitles are not eligible to be the prime recipient of an award under this NOFO. When sub-awarding or sub-contracting with other entities, the responsibilities of each entity must be clearly defined in the proposal. **The applicants must submit proof of their non-profit status with their proposal submission**.

2. Cost Sharing or Matching

Cost sharing is not required.

3. Other Eligibility Requirements

Applicants are allowed to submit only 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.

In order to be eligible to receive an award, all organizations must have a Data Universal Numbering System (DUNS) number from Dun & Bradstreet, as well as a valid registration on www.SAM.gov. Please see Section D.3 for information on how to obtain these registrations. Individuals are not required to have a DUNS number or be registered in SAM.gov.

Note: Dun and Bradstreet Universal Numbering System (DUNS): Organization registrations prior to April 2022 require applicants to obtain a DUNS prior to registering in SAM. By April 2022, the federal government will stop using the DUNS number as an entity identifier and will transition to the Unique Entity Identifier (UEI) issued by SAM. Beginning in April 2022, overseas organizations should apply for an NCAGE code and then go to SAM.gov to complete their registration, a UEI will be generated as part of the SAM.gov registration process.

Previous federal award recipients who are not/were not in compliance with the terms of their financial and program reporting requirements are ineligible to apply. It is the applicant's responsibility to ensure they comply with all applicable terms, conditions, and Office of Management and Budget guidance and requirements. Those organizations found to be in non-compliance may be found ineligible for funding or designated high-risk if selected for funding.

D. APPLICATION AND SUBMISSION INFORMATION

Technical Requirements

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 and Form of Application Submission

Please ensure:

1. The proposal clearly addresses the goals and objectives of this funding opportunity.
2. All documents are in English.
3. All budgets are in U.S. dollars.
4. All pages are numbered.
5. All documents are formatted to 8 ½" x 11" paper.
6. All Microsoft Word documents are single-spaced, 12-point Times New Roman font, with a minimum of 1-inch margins.
7. All applicant authorized signatures are provided where indicated on SF-424 forms.

When submitting a proposal, applicants are required to include the following documents and information from Sections 1–5 below, as applicable:

Section 1—Organization Information

A. Application Summary Coversheet: Attachment 1 of this funding opportunity contains a template that may be used to fulfill this requirement. We recommend using this format, but it is not mandatory. If you choose to use a different format, please ensure that all information listed below is included in your proposal.

B. Applicant Organizational Information Sheet: Attachment 2 of this funding opportunity contains a template that may be used to fulfill this requirement. We recommend using this format, but it is not mandatory. If you choose to use a different format, please ensure that all information listed below is included in your proposal.

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

Section 2—Technical Proposal

Applicants must submit a complete narrative proposal in a format of their choice. The proposal should contain sufficient information that anyone not familiar with it would understand exactly what the applicant wants to do. The proposal shall not exceed seven (7) pages. Refer to the evaluation criteria in Section E below for further detail about what makes a strong proposal. All proposals must address the following areas:

- **Proposal Summary:** A short narrative that outlines the proposed program, including program 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 U.S. Embassy and/or U.S. government agencies
- **Problem Statement:** A clear, concise, and well-supported statement of the problem to be addressed and why the proposed program is needed
- **Program Goals and Objectives:** The "goals" describe what the program is intended to achieve. What aspect of the relationship between the United States and Somalia

will be improved? The "objectives" refer to the intermediate accomplishments on the way to the goals. These should be achievable and measurable.

- **Program Activities:** A description of the program activities and how they will help achieve the objectives
- **Program Methods and Design:** A description of how the program is expected to work to solve the stated problem and achieve the goal
- **Proposed Program Schedule:** The proposed timeline for the program activities, including 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. What proportion of their time will be used in support of this program?
- **Program Partners:** List the names and type of involvement of key partner organizations and sub-awardees.
- **Program 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 is meeting the goals of the grant? (see note below)
- **Future Funding or Sustainability:** A plan for continuing the program beyond the grant period, or the availability of other resources, if applicable

Security

The safety and security of all participants and activities under this project are the sole responsibility of the award recipient. Due to the security climate in Somalia, all proposals should include a security package to accompany appropriate programmatic elements within their proposal. The security package must include but is not limited to secure transportation, lodging, and emergency accountability and evacuation for any non-Somali personnel living or working in Somalia, as well as a copy of the organization's security operational procedures for high-risk environments. Reasonable costs for necessary security are allowable expenses and should be included in the proposed budget. If a security company is engaged and funded under the award, it must be appropriately registered to operate in Somalia. We require award recipients to notify the Public Affairs Section in advance if U.S. citizens are traveling to Somalia under the award.

The Embassy also recommends that all travelers review the State Department's travel website at travel.state.gov for the Worldwide Caution, Travel Warnings, Travel Alerts, and Somalia Country Specific Information. U.S. citizens who travel to Somalia are encouraged to enroll in the Department of State's Smart Traveler Enrollment Program (STEP) available at https://step.state.gov/step/. Enrollment enables citizens to receive security-related messages from the Embassy and makes it easier for us to locate citizens in an emergency.

Monitoring and Evaluation

Proposals must include a Monitoring and Evaluation (M&E) Performance Monitoring Plan (PMP). Attachment 3 of this funding opportunity contains a template that may be used to fulfill this requirement. We recommend using this format, but it is not mandatory. If you choose to use a different format, please ensure that all information listed below is included in your proposal. The M&E PMP shows how applicants intend to measure and demonstrate progress towards the project's objectives and goals.

The selected applicant(s) will be required to submit an approved M&E PMP before an award is signed. The selected applicant will be required to work with PAS Mogadishu's monitoring and evaluation specialist to ensure the M&E PMP achieves an expected level of expertise and meets PAS objectives.

The key components of the PMP are below:

1. Monitoring and Evaluation Narrative: Applicants should describe how they intend to monitor and evaluate the activities of their award and collect data that tracks award performance. In addition, the applicant should describe any M&E processes, including key personnel, management structure (where M&E fits into the overall program's staff structure), and technology, and also provide a brief budget narrative explaining any line-item expenditures for M&E listed in the program's budget.

2. Monitoring and Evaluation Datasheet: The applicant must include the proposed activities and the expected outputs and outcomes, as well as the goals and objectives as written in the NOFO. The datasheet's purpose is to explicitly illustrate how a project's activities lead to tangible results (such as increased beneficiary skills, knowledge, or attitudes) that ultimately address a PAS objective. For more information, please see Attachment 3.1: Instructions.

Section 3—Budget

A. Budget and Budget Detail: Applicants must submit a detailed budget and budget narrative justification. Attachment 4 of this funding opportunity contains a template that may be used to fulfill this requirement. We recommend using this format, but it is not mandatory. If you choose to use a different format, please ensure that all information listed below is included in your proposal. Line-item expenditures should be listed in the greatest possible detail. Personnel salaries should include the level of effort and the rate of pay, which should cover the percentage of time each staff member will dedicate to grant-based activities. If your organization is charging an indirect cost rate, you must apply it to the modified total budget costs (refer to 2CFR§200.68). Budgets that are not in the provided format will not be considered. **Budgets shall be submitted in U.S. dollars,** and final grant agreements will be conducted in U.S. dollars.

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

C. Visa Fees: Include all visa application and related fees in the budget as applicable. Please note DS-2019s for post-funded programs must be submitted directly by the award recipient. If the applicant anticipates a program will include DS-2019 visa processing, the organization must be a registered Designated Sponsoring Organization. For more information go to https://j1visa.state.gov/sponsors/become-a-sponsor/.

Section 4—Key Personnel and Project Partners

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

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

Section 5—Standard Form 424 Family

All submissions must include the SF-424 Application for Federal Assistance (Attachment 5) and the SF-424A Budget Information—Non-Construction (Attachment 5). These forms and the instructions for completing them are available at http://www.grants.gov/web/grants/forms.html under the heading "SF-424 Family." The SF-424B is required only for those applicants that have not registered in SAM.gov or recertified their registration in SAM.gov since February 2, 2019, and completed the online representations and certifications. An authorized signature by the applicant must be provided on the form.

Applications will be accepted in English only, and final grant agreements will be concluded in English.

Application Deadline

Applications may be submitted for consideration at any time before the closing date of this opportunity; however, all submission must be received by **April 30, 2022, at 11:59 p.m**. U.S. Eastern Time. For the purposes of determining if an award is submitted on time, officials will utilize the timestamp provided by Grants.gov.

This deadline is firm. If organizations fail to meet the deadline noted above, their applications will not be considered for funding and will be considered ineligible.

Submission Requirements

Applicants must submit all application materials electronically through Grants.gov.

Authorization to submit proposals through www.Grants.gov is a multi-step process that requires prior successful registration with four separate sites: DUNS, NCAGE, SAM, and www.Grants.gov. Please begin the registration process with each one immediately to ensure the process is completed well in advance of the NOFO application deadline. The entire registration process can require **up to six weeks** for the registration to be validated and confirmed. See Section D: Submission Requirements for further details.

Organizations must obtain the following:

- UEI (DUNS)

- NCAGE code
- SAM registration
- AOR (Authorized Organization Representative) registration on www.Grants.gov

Thorough instructions on the application process are available at https://eportal.nspa.nato.int/AC135Public/Docs/US%20Instructions%20for%20NSPA%20NCAGE.pdf for the DUNS number application, NCAGE number application, and registration with SAM and at http://www.grants.gov/web/grants/applicants/organization-registration.html for registration with www.Grants.gov as an Authorized Organization Representative (AOR). For questions relating to Grants.gov, please call the Grants.gov Contact Center at 1-800-518-4726.

Please note: Only www.Grants.gov, DUNS, NCAGE, and SAM can assist with technical questions or problems applicants may experience during the registration process. Please refer to the contact information for these organizations listed in Section G of this NOFO and on the organization registration page of www.Grants.gov.

Step 1:
Apply for a UEI (DUNS) and an NCAGE number (these can be completed simultaneously):

Step 1a:
UEI (DUNS) application: Organizations must have a Data Universal Numbering System (DUNS) number from Dun & Bradstreet. If an organization does not have one, staff may obtain one by calling 1-866-705-5711 or visiting http://fedgov.dnb.com/webform/displayHomePage.do;jsessionid=81407B1F03F2BDB123DD47D19158B75F.
http://fedgov.dnb.com/webform

Step 1b:
NCAGE application: The application page is available at
https://eportal.nspa.nato.int/AC135Public/scage/CageList.aspx
(need to click the magnifying glass and then scroll down to click new registration)

Instructions for the NCAGE application process:
https://eportal.nspa.nato.int/AC135Public/Docs/US%20Instructions%20for%20NSPA%20NCAGE.pdf
For help from within the United States, call 1-888-227-2423.
For help from outside the United States, call 1-269-961-7766.

Email NCAGE@dlis.dla.mil for any problems in getting an NCAGE code. After receiving the NCAGE code, proceed to register in SAM by logging on to https://www.sam.gov/.

Step 2:
Once the DUNS and NCAGE are obtained, continue to SAM registration: www.SAM.gov.

Step 3:
Once SAM registration is confirmed, continue to Grants.gov organization registration http://www.grants.gov/web/grants/applicants/organization-registration.html. Organizations must

maintain an active SAM registration (www.SAM.gov) with current information at all times during which they have an active federal award or an application under consideration by a federal awarding agency. SAM registration must be renewed annually.

How to Submit an Application via Grants.gov
Grants.gov applicants can apply online using Workspace, a shared, online environment where members of a grant team may simultaneously access and edit different webforms within an application. For each NOFO, individual instances of a workspace can be created.

For access to complete instructions on how to apply for opportunities, refer to:
https://www.grants.gov/web/grants/applicants/apply-for-grants.html
NOTE: Visit the Adobe Software Compatibility page on Grants.gov to download the appropriate version of the software at https://www.grants.gov/web/grants/applicants/adobe-software-compatibility.html

Special Characters in Submissions
Grants.gov does not accept all UTF-8 special characters in file attachment names. Applicants are able to enter all special characters from the UTF-8 character set when submitting applications and information to Grants.gov. However, if the grantor's system is not yet compatible with these special characters, the grantor system may produce garbled or missing text in the application. As a result, the application may be rejected.

Review the application instructions provided by the award-making agency for their attachment restrictions. Also review the instructions on the required forms. If there are no special restrictions for file names identified by the agency or in the form, then the file name restrictions are as follows:

- Please limit file names to 50 or fewer characters.
- Do not attach any documents with the same name. All attachments should have a unique name.
- Please use only the following UTF-8 characters when naming your attachments: A-Z, a-z, 0-9, underscore, hyphen, space, period, parenthesis, curly braces, square brackets, ampersand, tilde, exclamation point, comma, semi colon, apostrophe, at sign, number sign, dollar sign, percent sign, plus sign, and equal sign. Attachments that do not follow this rule may cause the entire application to be rejected or cause issues during processing.

Address to Request Application Package
This funding opportunity and any amendments can be found at www.Grants.gov (search by Opportunity Number). If applicants require special accommodation to access any information contained in this announcement, please contact PAS Mogadishu at SomaliaPublicAffairs@state.gov.

E. REVIEW AND SELECTION PROCESS

Each technically eligible application submitted under this announcement will be evaluated and rated based on the criteria detailed below. The criteria are designed to assess the quality of the proposed project and to determine the likelihood of its success. The criteria are closely related and are considered as a whole in judging the overall quality of an application. Applications will be reviewed based on their fullness, coherence, clarity, and attention to detail.

Past performance on grants awarded by the U.S. Department of State, other U.S. government, or international donor agencies may also be considered. Proposals should comply with the requirements of 2 CFR 200 relevant to the organization and the activities of the proposal.

PAS reviews all proposals for eligibility. Eligible proposals will be subject to compliance with federal and public diplomacy regulations and guidelines and may also be reviewed by the Office of the Legal Adviser or by other Department of State elements. Final technical authority for assistance awards resides with the Department of State's Grants Division (A/OPE).

All submissions are screened for technical eligibility. If a submission is missing any required forms/documents listed in Section D, it will be considered ineligible and will not be reviewed by the grants review committee.

Proposals will be approved based on an evaluation of how the proposal meets the solicitation review criteria, U.S. foreign policy objectives, the priority needs of the Public Affairs Section, and availability of funding. A grants review committee will evaluate all technically eligible proposals.

Review criteria will include:

1. Quality and Feasibility of the Program Idea (25 points) – The project plan is well developed, with sufficient detail about how activities will be carried out. The proposal specifies target audiences, participant recruitment, and geographic areas of implementation. The proposal outlines clear, achievable objectives. The proposal includes a reasonable implementation timeline. The project scope is appropriate and clearly defined.

2. Project Justification, Sustainability, and Impact on U.S. Public Diplomacy Goals (25 points) – The project is likely to provide maximum impact in furthering the U.S. Embassy's public diplomacy policy goals. The proposal contains a compelling justification that demonstrates an in-depth understanding of the environment in Somalia and cites specific factors creating/influencing the need for the proposed project. The proposal has a sound theory of change to address the stated need. Elements of the project will have a multiplier effect and be sustainable beyond the life of the grant. A good multiplier effect may include but is not limited to plans to build lasting networks for direct and indirect beneficiaries, follow-on training and mentoring, and continued use of project deliverables. Sustainability may include demonstrating capacity-building results, a plan to generate revenue, or interest and support from the private sector.

3. Monitoring and Evaluation (15 points) – Points for M&E will be awarded by considering three subset criteria within the narrative: (1) Technical M&E; (2) Program Design; and (3) Learning. Specifically, scoring will be based on the following:

- **Technical M&E:** A submission will be considered technically sound if there is a complete and thorough draft submission of an M&E Performance Monitoring Plan (PMP). This will include a list of proposed project activities, intended corresponding outputs and outcomes from those activities, appropriate indicators intended to demonstrate progress, a description of data collection methods, and a timeline for collecting such information. Funded projects will have their plans finalized during the negotiation phase, and monitoring plans may be subject to periodic updates throughout the life of the project.
- **Program Design:** A submission will be considered well designed if the proposal identifies an appropriate target audience, addresses a significant problem, and presents a clear theory of change on how the program will address that problem. Whether through a logical framework, theory of change diagram, or a set of if-then statements, the proposal should state in some form "*If* these activities are completed, *then* these outcomes will result." Further, if the project requires selecting participants or beneficiaries, the proposal should articulate how the selection will be done in an equitable way.
- **Learning:** A submission will satisfy the learning component by demonstrating an ability to adjust project activities based on new information. Does the design incorporate community or participant feedback to allow for adjustments? If the proposal is from a prior grantee, does the proposal discuss how the grantee has adapted, improved, or otherwise modified the approach based on learning from previous experience/past performance? If this is a new grantee or a new project, has the proposal demonstrated that the applicant used desk research, prior experience, or other evidence to directly inform program design?

Expenses directly associated with monitoring and evaluation are considered allowable. The suggested template includes a space to list the portion of the total budget amount directly associated with monitoring and evaluation activities.

4. Organization's Capacity and Record on Previous Grants (15 points) – The organization has expertise in the subject area and demonstrates the ability to perform the proposed activities. The organization demonstrates capacity for successful planning and responsible fiscal management. Applicants who have received grant funds previously have been compliant with applicable rules and regulations. Where partners are described, the applicant details each partner's respective role and provides a curriculum vitae (CV) for persons responsible for the project and financial administration. Proposed personnel, institutional resources, and partners are adequate and appropriate.

5. Budget/Cost-Effectiveness (20 points) – The budget and narrative justification are sufficiently 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. The results and proposed outcomes justify the total cost of the project. Budget items are reasonable, allowable, and allocable.

F. FEDERAL AWARD ADMINISTRATION INFORMATION

1. Federal Award Notices

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

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

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

Payment Method: Payments will be made in at least two installments, as needed to carry out the program activities.

Organizations whose applications will not be funded will also be notified via email.

2. Administrative and National Policy Requirements

Terms and Conditions: Before submitting an application, applicants should review all the terms and conditions and required certifications that will apply to this award, to ensure they will be able to comply. These include: 2 CFR 200, 2 CFR 600, Certifications and Assurances, and the Department of State Standard Terms and Conditions, all of which are available at https://www.state.gov/about-us-office-of-the-procurement-executive/. Note the U.S flag branding and marking requirements in the Standard Terms and Conditions.

3. Reporting

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

G. FEDERAL AWARDING AGENCY CONTACTS

Questions regarding the administrative and programmatic aspects of this funding opportunity may be directed to PAS Mogadishu at SomaliaPublicAffairs@state.gov. Note: We do not provide pre-consultation for application-related questions that are addressed in the NOFO. Once an application has been submitted, Department of State officials and staff, both in the Department and at embassies overseas, may not discuss this competition with applicants until the

entire proposal review process is completed. For questions relating to Grants.gov, please call the Grants.gov Contact Center at 1-800-518-4726.

H. OTHER INFORMATION

Guidelines for Budget Justification

Personnel: 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. 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 that has a useful life of more than one year (or a life longer than the duration of the program) and costs at least $5,000 per unit.
Supplies: List and describe all the items and materials, including any computer devices, that are needed for the program. If an item cost more than $5,000 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 that 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 10% of the modified total direct costs as defined in 2 CFR 200.68.
Cost Sharing: This refers to contributions from the organization or 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.

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