Statement of Interest (SOI)

**U.S.-Ukraine Educational Partnerships for Workforce Development**

U.S. Embassy Kyiv, Ukraine, Department of State

Opportunity number: PDS-Ukraine-FY25-02

Application deadline: **July 25, 2025**

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**U.S Department of State
*U.S. Embassy Kyiv, Ukraine***

**Statement of Interest**

### **Basic Information**

##### ***Overview***

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| **Funding Opportunity Title** | U.S.-Ukraine Educational Partnerships for Workforce Development |
| **Funding Opportunity Number** | PDS-Ukraine-FY25-02 |
| **Announcement Type** | Initial Announcement  |
| **Deadline for Applications** | 23:59 Kyiv time, July 25, 2025 |
| **Assistance Listing Number** | 19.040 |
| **Length of performance period** | 12 - 24 months |
| **Number of awards anticipated** | Up to 5 awards (dependent on amounts and funding) |
| **Award amounts** | Awards may range from a minimum of $25,000 to a maximum of $50,000  |
| **Total available funding** | Pending availability of funds  |
| **Type of Funding** | FY 2025 Smith Mundt Public Diplomacy Funds |
| **Anticipated project start date** | October 1, 2025 |

The ***U.S. Embassy Kyiv Ukraine*** of the U.S. Department of State announces an open competition for non-governmental, non-for-profit organizations to submit a statement of interest (SOI) to carry out a project (or projects) to strengthen U.S.-Ukraine educational partnerships. Please carefully follow all instructions below.

The submission of the SOI is the first step in a two-step process. Applicants must first submit a concise three**-**page statement of interest designed to clearly communicate project ideas and objectives. This is not a full proposal and will not result in a federal assistance award at this step.

The purpose of the SOI process is to allow applicants to submit project ideas for evaluation prior to requiring the development of a full proposal application. Upon a merit review of eligible SOIs, selected applicants will be invited to expand on their project idea(s) by submitting a full proposal application. Full proposals will go through a second merit review before final funding decision(s) are made.

**Funding Instrument Type:** Cooperative Agreement. Cooperative agreements include substantial involvement of the bureau or embassy in program implementation of the project.

**Project Performance Period**: Proposed projects should be completed in 12 - 24 months or less.

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

##### ***Executive Summary***

**Priority Region:** Ukraine

**Executive Summary**

This funding opportunity seeks to improve the business and investment climate for U.S. companies in Ukraine by strengthening U.S.-Ukraine educational partnerships to help modernize Ukraine’s workforce to meet labor market demands. In the face of significant labor market challenges, technical and vocational training will play a pivotal role in providing the skilled workforce needed for U.S. companies to succeed.

The most immediate and sustainable response to Ukraine’s workforce issues lies in improving technical and vocational training programs specifically tailored to the needs of targeted populations, including war veterans, mid-career professionals, and specialists requiring retraining.

U.S. partner institutions can provide critical solutions to enhancing the quality and diversity of educational services in Ukraine. This includes expanding offerings for short-term certificate (micro qualification) programs, workforce development courses, and full degree programs, ensuring alignment with both learner needs and market demands. Through this effort, the program will better position American businesses to succeed in Ukraine by fostering a modern, adaptable, and highly skilled workforce.

### **Eligibility**

##### ***Eligible Applicants***

**The following organizations are eligible to apply:**

* **Ukrainian non-governmental, non-profit organizations** eligible to receive U.S. Federal grants may apply for program funding.

##### ***Cost Sharing or Matching***

Cost sharing or matching is not required, though it is encouraged.

##### ***Other Eligibility Requirements***

All organizations must have a Unique Entity Identifier (UEI) issued via SAM.gov as well as a valid registration in SAM.gov. Please see Section E.3 for more information. Individuals are not required to have a UEI or be registered in SAM.gov.

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

### **Program Description**

##### ***Goals and Objectives***

The overarching goal of the **U.S.-Ukraine Educational Partnerships for Workforce Development** program is to improve the business and investment climate for U.S. companies in Ukraine by modernizing Ukraine’s workforce and aligning technical and vocational training with labor market demands. The program aims to improve workforce readiness, technical and vocational training, professional development, and veteran reintegration, thereby better positioning American businesses in Ukraine to succeed thanks to a modern, adaptable, and highly skilled workforce.

The initiative is built around two interconnected objectives to utilize U.S. best practices in workforce development to meet market demands:

1. **Career and Technical Education**
Through partnerships with U.S. educational institutions, enhance technical and vocational training programs in Ukraine to address labor market skills gaps in priority sectors while aligning training outcomes with U.S. business and economic interests.
2. **Professional Training & Reintegration**
Utilize U.S. best practices and models to develop specialized training, employment readiness, and support services for upskilling and retraining of professionals and war veterans to improve their employability in priority sectors aligned with U.S. business and economic interests.

**Possible Activities or Programming Components**

* Establish collaborative partnerships between U.S. and Ukrainian educational institutions (community colleges, technical universities, vocational training centers).
* Develop courses, curriculum, and/or Massive Open Online Courses (MOOCs) in priority workforce development and retraining areas.
* Design and implement short-term certificate programs and longer-term degree pathways aligned with labor market needs.
* Create and pilot veteran service centers at Ukrainian colleges and universities.
* Conduct joint workforce development workshops, seminars, and professional exchange programs for educators and administrators.
* Organize targeted job placement initiatives, internship opportunities, and career fairs in partnership with U.S. businesses.

**Expected Performance Goals, Indicators, Targets, and Baseline Data**

This program should include a comprehensive plan to monitor progress, evaluate outcomes, and ensure accountability in achieving core objectives. The monitoring plan identifies key performance goals aligned with project priorities and sets clear indicators, targets, baseline data, and data collection methods to track achievements over the 12-month implementation period.

**Expected Outcomes**

* Improved workforce readiness in Ukraine to meet demands of labor market, particularly U.S. businesses.
* Increased coordination between vocational schools and industry to improve business and investment climate for U.S. companies in Ukraine.
* Increased employment rates among war veterans, mid-career professionals, and reskilled specialists.
* Strengthened U.S.-Ukraine educational partnerships and economic collaboration.
* Expanded use of U.S.-modeled technical and vocational education.
1. **Substantial Involvement**

Under a cooperative agreement, the Grantor (U.S. Government agency or funding body) will maintain substantial involvement throughout the lifecycle of the project to ensure alignment with U.S. strategic priorities and mutual goals with Ukraine. This involvement goes beyond typical grant oversight and includes active participation in key aspects of program design, implementation, and evaluation. The Grantor’s substantial involvement may include the following:

* Participation in shaping the project's implementation plan, ensuring it aligns with broader U.S. foreign policy goal, and educational cooperation objectives;
* Approval of project’s evaluation metrics;
* Meeting key personnel and broader project team to ensure availability of necessary expertise;
* Active involvement in the milestone events, starting with representation of the U.S. Mission to providing training on the topics of Grantor’s expertise;
* Ongoing review of project progress through regular reports, site visits, and virtual or in-person meetings;
* Approval of work plans, timelines, and major changes to project scope or funding;
* Facilitation of connections with relevant U.S. government entities, if applicable;
* Collaboration on public communications, joint publications, conferences, and outreach events to amplify impact and share findings with broader audiences;
* Co-host events or forums involving stakeholders from academia, industry, and government.

### **Application Contents and Format**

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

**SOI (3 pages maximum, font size 12)**

Content of SOI in English only must include:

* A brief project description summarizing goals, objectives, outcomes, performance indicators, beneficiaries, and proposed timeline.
* A clear statement of the applicant’s organizational capacity to carry out the proposed activity and manage U.S. Government funds.
	+ The anticipated total budget amount (in U.S. dollars)
1. **Submission Requirements and Deadlines**

##### ***Address to Request Application Package***

NOTE: At this step no award will be funded. SOI is the first step towards your grant, and when pre-selected, the applicants will be contacted directly via e-mail on/around July 18, 2025, with the follow-up documents and instructions.

Application forms will be provided to organizations whose project ideas were pre-selected for further competition.

##### ***Department of State Contacts***

If you have any questions about the grant application process, please contact: KyivPDGrants@state.gov

##### ***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.***

* 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”)](https://gcc02.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.fsd.gov%2Fgsafsd_sp%3Fid%3Dgsafsd_kb_articles%26sys_id%3Dc81018e71b1601d0937fa64ce54bcb57&data=05%7C01%7Cfjeldkk%40state.gov%7C0cc4e2b471f44abcd32308db093ecead%7C66cf50745afe48d1a691a12b2121f44b%7C0%7C0%7C638113937577534024%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=W2ShcazZBQbanYGj0cLOTnUJwv%2BGL4xfwr83%2BycQY2E%3D&reserved=0) with the Federal Service Desk (FSD) online at [www.fsd.gov](https://gcc02.safelinks.protection.outlook.com/?url=http%3A%2F%2Fwww.fsd.gov%2F&data=05%7C01%7Cfjeldkk%40state.gov%7C0cc4e2b471f44abcd32308db093ecead%7C66cf50745afe48d1a691a12b2121f44b%7C0%7C0%7C638113937577534024%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=t32ANWzgpiB93pMWoq%2BFCSHz4YJY9QF1S1iQzCsS6RM%3D&reserved=0) 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](https://gcc02.safelinks.protection.outlook.com/?url=https%3A%2F%2Feportal.nspa.nato.int%2FAC135Public%2Fscage%2FCageList.aspx&data=05%7C01%7Cfjeldkk%40state.gov%7C0cc4e2b471f44abcd32308db093ecead%7C66cf50745afe48d1a691a12b2121f44b%7C0%7C0%7C638113937577534024%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=v3TLT8F%2FNfk5SuTcI2zw7SMhV4HK542OhP9XDx4ln%2BY%3D&reserved=0)

NCAGE Code Request Tool (NCRT):

[NCAGE Code Request Tool (nato.int)](https://eportal.nspa.nato.int/Codification/CageTool/home)

**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](https://www.ecfr.gov/current/title-2/subtitle-A/chapter-I/part-25/subpart-A/section-25.110) for a full list of exemptions.

Organizations requesting exemption from UEI or SAM.gov requirements must email the point of contact listed in the NOFO at least two weeks prior to the deadline in the NOFO providing a justification of their request. Approval for a SAM.gov exemption must come from the warranted Grants Officer before the application can be deemed eligible for review.

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

SOI applications are due no later than July 25, 2025, 23:59 EEST

##### ***Funding Restrictions***

1. 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).

1. Prohibition on Funding Activities that Encourage Mass-Migration Caravans towards the United States Southwest Border

None of the funds awarded under this grant may be made available to encourage, mobilize, publicize, or manage mass-migration caravans towards the United States southwest border. Funds may not be made available for legal counseling on the United States asylum process; and/or for referrals to legal or representation in the United States.

Funds may only be used for cash cards for use in the country in which they are provided or to facilitate assisted voluntary returns and other purposes that do not encourage, mobilize, publicize, or manage mass migration caravans towards the United States southwest border. The provision of humanitarian assistance is permitted.

1. Certification Regarding Compliance with applicable Federal anti-discrimination laws

None of the funds awarded under this agreement may be used for any initiatives or programs, or any activities that do not comply with Executive Order 14173 titled Ending Illegal Discrimination and Restoring Merit-Based Opportunity.

By signing the SF-424 or SF-424I Application for Federal Assistance, the Applicant certifies the following:

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;
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.

iv. Certification Regarding Compliance with 20 U.S.C. 1011f and any other applicable foreign funding disclosure requirements (only include in NOFOs and solicitations in which Institutes of Higher Education (IHEs) are an eligible applicant type)

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.

##### ***Other Submission Requirements***

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

**F. Application Review Information**

##### ***Review Criteria***

Each submission will be evaluated and rated based on the evaluation criteria outlined below. Selection Committee will review all applications within the period of approximately three weeks upon receiving all applications. Each application will be evaluated and rated on the basis of the evaluation criteria outlined below.

**Quality and Feasibility of the Project Idea – 50 points:** The project idea is well developed, with detail about how project activities will be carried out. The proposal includes a reasonable implementation timeline.

**Organizational Capacity and Record on Previous Grants – 35 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.

**Project Planning/Ability to Achieve Objectives – 15 points:** Objectives are clearly stated, and project approach is likely to provide maximum impact in achieving the proposed results.

**2. Review and Selection Process**

A review committee will evaluate all eligible applications within the period of one week after the deadline.

All eligible SOIs will be reviewed against the criteria listed above. SOIs are reviewed individually against the criteria and not against competing SOIs. For a fair review, all panelists will review the first page of the SOI up to the page limit and no further. The panel may provide conditions and/or recommendations on SOIs to enhance the proposed program. Conditions must be addressed, and recommendations should be addressed, in a full proposal application.

Following the review, any successful SOI applicants will be contacted and instructed to submit full applications. A full application will include:

* SF-424 (Application for Federal Assistance – organizations) or SF-424-I (Application for Federal Assistance --individuals)
* SF424A (Budget Information for Non-Construction programs)
* SF424B (Assurances for Non-Construction programs) – the SF424B are only required for individuals, organizations exempt from registration, and for organizations not required to fully register in SAM.gov.
* Detailed budget expense file. PDS has a suggested [Optional Budget Form with Explanations and Sample](https://usdos.sharepoint.com/%3Ax%3A/r/sites/Kyiv/Internal/PAS/A%20GRANTS/Grants%20FY2025/_NOFOs/PD%20Grants%20program_Budget_2025.xlsx?d=wa23131dbb343465999dc13a50a2b195d&csf=1&web=1&e=prEPSZ). If you choose to use your own form, it must include all the budget categories described below.
* 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.

##### ***3. Risk Review***

1. Risk factors – must include

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:

* 1. Financial stability
	2. Management systems and standards
	3. History of performance
	4. Audit reports and findings
	5. Ability to effectively implement requirements
	6. If there are any program specific risk factors that will be considered, describe them here.
1. Responsibility/Qualification Information in SAM.gov

The Federal awarding agency, prior to making a federal award with a total amount of Federal share greater than the simplified acquisition threshold, is required to review and consider (see 41 U.S.C. 2313);

An applicant can review and comment on any information in the responsibility/qualification records available in SAM.gov.

Before making decisions in the risk review required by 2 CFR 200.206, the Department will consider any comments by the applicant, along with information available in the responsibility/qualification records in SAM.gov.

### **G. Post-Award Requirements and Administration**

##### ***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: NOTE:

* [Guidance for Grants and Agreements in Title 2 of the Code of Federal Regulations](https://www.ecfr.gov/cgi-bin/text-idx?SID=81a5f41de81c46a9844617d93a9db081&mc=true&node=pt2.1.200&rgn=div5) (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).
* [2 CFR 25 - UNIVERSAL IDENTIFIER AND SYSTEM FOR AWARD MANAGEMENT](https://www.ecfr.gov/cgi-bin/text-idx?SID=81a5f41de81c46a9844617d93a9db081&mc=true&node=pt2.1.25&rgn=div5)
* [2 CFR 170 - REPORTING SUBAWARD AND EXECUTIVE COMPENSATION INFORMATION](https://www.ecfr.gov/cgi-bin/text-idx?SID=81a5f41de81c46a9844617d93a9db081&mc=true&node=pt2.1.170&rgn=div5)
* [2 CFR 175 - AWARD TERM FOR TRAFFICKING IN PERSONS](https://www.ecfr.gov/cgi-bin/text-idx?SID=81a5f41de81c46a9844617d93a9db081&mc=true&node=pt2.1.175&rgn=div5)
* [2 CFR 182 - GOVERNMENTWIDE REQUIREMENTS FOR DRUG-FREE WORKPLACE (FINANCIAL ASSISTANCE)](https://www.ecfr.gov/cgi-bin/text-idx?SID=81a5f41de81c46a9844617d93a9db081&mc=true&node=pt2.1.182&rgn=div5)
* [2 CFR 183 - NEVER CONTRACT WITH THE ENEMY](https://www.ecfr.gov/cgi-bin/text-idx?SID=81a5f41de81c46a9844617d93a9db081&mc=true&node=pt2.1.183&rgn=div5)
* [2 CFR 600 – DEPARTMENT OF STATE REQUIREMENTS](https://www.ecfr.gov/cgi-bin/text-idx?SID=81a5f41de81c46a9844617d93a9db081&mc=true&tpl=/ecfrbrowse/Title02/2chapterVI.tpl)
* [U.S. DEPARTMENT OF STATE STANDARD TERMS AND CONDITIONS](https://www.state.gov/about-us-office-of-the-procurement-executive/)