

**Department of State – U.S. Embassy, Lima
Notice of Funding Opportunity**

Program Office:	Public Affairs Section (PAS), U.S. Embassy, Lima, Peru
Funding Opportunity Title:	2020 Alumni Regional Grants Program
Announcement Type:	Grant and/or Cooperative Agreement
Funding Opportunity Number:	PAS-LIMA-FY20-NOFO-002
Deadline for Applications:	March 15, 2020
CFDA Number:	19.040 – Public Diplomacy Programs

CONTACT INFORMATION

All application materials may be submitted electronically through the email box LimaPDGrants@state.gov. Applications materials submitted via other means will **not** be accepted.

SUMMARY

The Public Affairs Section (PAS) of the U.S. Embassy Lima is pleased to announce a limited competition for assistance awards through this Notice of Funding Opportunity (NOFO). PAS Lima invites Peruvian alumni of U.S. Government-funded exchanges and training programs to submit proposals for the 2020 Alumni Regional Grants Program. The program offers Peruvian alumni an opportunity to make a difference in their communities by implementing projects in specific regions of the country of up to one year focused on strategic policy themes that reinforce the relationship between the people of the United States and the people of Peru. Specific thematic priorities and program requirements are described in detail below.

GOAL: This program will help alumni build on the experiences, knowledge, and skills acquired during their U.S. exchange, or U.S Embassy-initiated training programs by implementing projects in specific regions of Peru (see list below), that apply their engagement to the benefit of their local or regional communities.

OBJECTIVES: Projects proposed should address one or more of the themes below:

1. Support Peru’s aspirations for regional and global leadership
2. Build Peru’s institutional capacity to reduce the influence of transnational criminal organizations on Peruvian politics, the economy, and society
3. Promote economic opportunities
4. Strengthen citizen safety and security
5. Developing Alumni Capacity: Programs that promote alumni leadership, networking, outreach, English, professional development, digital tools, NGO management, social entrepreneurship, and volunteerism. (Note: This field is not designed for individual professional development, but rather to strengthen the alumni network on a larger scale.)

To advance these objectives, projects should include innovative ideas and be impactful, relevant, feasible, and sustainable.

FEDERAL AWARD INFORMATION

Number of Awards Anticipated:	Three to ten
Anticipated Award Amount:	Grants valued up to \$5,000 each *
Anticipated Award Period:	Up to 12 months
Anticipated Start Date:	May 2020

* The U.S. Embassy in Lima reserves the right to award less than the funds described if changing circumstances require it.

ELIGIBILITY INFORMATION

This project will be funded by FY2020 Public Diplomacy Funding and authorized by either the Smith-Mundt Act or the Fulbright-Hays Act, and is subject to statutory limitations of such funding. Individual Peruvian citizens and non-profit, non-governmental Peruvian organizations are eligible to apply if they meet the following criteria:

- a) Individuals: Any Peruvian citizen who is an alumnus or alumna of an eligible U.S. Government-funded exchange or training programs may apply. This includes J-1 Exchange Visitor Program (Summer Work and Travel) alumni. To verify if you belong to the alumni community, please visit the link: <https://alumni.state.gov/list-exchange-programs> to see a list of eligible programs. If your program is not listed but you think you might be eligible, please email the Alumni Coordinator Ana Karina Chavez at **Lima_Alumni@state.gov**. Applicants must be registered on the alumni database at the Exchange Alumni website: **alumni.state.gov**.
- b) Organizations: A registered Peruvian non-governmental, nonprofit organization is eligible if:
 - An individual U.S. government exchange program alumnus or alumna is a member;
 - That alumnus or alumna member will have a significant role in the planning and implementation of the project; AND
 - The project will be implemented in one or more of the regions of preference (listed below).

Individuals and Organizations Not Eligible to Apply:

- Commercial entities may not apply.
- U.S. and third-country alumni are not eligible to apply but are encouraged to participate as team members.

Other Eligibility Guidelines

1. Alumni may submit only one proposal as a team leader, but may be team members on multiple projects.
2. Preference will be given to proposals that involve other alumni across the country and/or region. If you need help contacting other alumni, please join the U.S.- Peru Alumni Network Facebook group and/or contact Alumni Coordinator Ana Karina Chavez at **Lima_Alumni@state.gov**.
3. This NOFO is part of a greater effort to fund alumni projects throughout the regions of Peru, with a goal of covering all regions by Peru's Bicentennial. This year, preference will be given to proposals from alumni based in the following regions: Amazonas, Áncash, Apurímac, Ayacucho, Cajamarca, Huancavelica, Huánuco, Ica, Lambayeque, Loreto, Madre de Dios, Moquegua, Pasco, Piura, Puno, Tacna, Tumbes, and Ucayali. (Regions not listed have been funded in previous cycles.) Whenever possible, priority will be given to projects led by an alumnus/alumna who is from the project region or who currently lives there.
4. Alumni are encouraged to partner with organizations to provide in-cash or in-kind contributions to enhance the impact of the project, though this will not be included in the criteria for evaluation.

Additional requirements for Organizations:

Organizations applying to receive Federal assistance must have a Dun & Bradstreet Number (DUNS), a CCR (NCAGE) number, an active account with the System for Award Management (SAM.gov) and a CAGE/NCAGE before an award can be made.

- **Dun & Bradstreet DUNS** - A DUNS number may be acquired at no cost by calling the dedicated toll-free DUNS number request line at 1-866-705-5711 or requesting on-line at www.dnb.com. The DUNS number is a nine-digit number established and assigned by Dun and Bradstreet, Inc. (D&B) to uniquely

identify business entities. All organizations applying for U.S. government grant funds must have a DUNS number. To obtain a DUNS number, please go to <http://fedgov.dnb.com/webform/displayHomePage.do;jsessionid=81407B1F03F2BDB123DD47D19158B75F>. For technical difficulties in obtaining this number, please contact D&B at: govt@dnb.com.

- **System for Award Management (SAM)** - SAM is a U.S.-government wide registry of vendors doing business with the U.S. federal government and requires annual renewal. More information about SAM.gov and useful guides for setting-up a new account, updating an existing account, or renewing an expired account can be found at: <https://www.sam.gov/portal/SAM/##11> Further, applicants must maintain an active account, with current information, while its application is under consideration for funding. To keep an active SAM.gov account, Applicants must renew it at least once each year. If an account expires, the Organization cannot submit a grant application until it is renewed. To create a new account, please visit <http://www.sam.gov>. For help with SAM.gov, please visit their support page at: <https://www.fsd.gov> or contact them at: (+1) 334-206-7828.
- Organizations must also have a CAGE/NCAGE to register in SAM. If your organization does not have a CAGE/NCAGE visit <https://eportal.nspa.nato.int/AC135Public/scage/CageList.aspx> to register. For assistance with CAGE/NCAGE contact ncage@nspa.nato.int.

APPLICATION AND SUBMISSION INFORMATION

All applications must be submitted by email to LimaPDGrants@state.gov with the subject line “2020 Alumni Regional Grants Application.” Applications must be received by March 15, 2020 at 11:59 p.m. If applicants fail to meet the deadline, their application cannot be considered for funding.

APPLICATION CONTENT AND FORMAT

Applicants must follow the instructions and conditions contained herein and supply all information required. **Applications that fail to furnish all information or comply with stated requirements will not be considered for an award.** Applicants must set forth full, accurate, and complete information. Providing false or misleading information in an application will result in disqualification from this and future Alumni Small Grants competitions.

APPLICATION INSTRUCTIONS

Applications are accepted in English or Spanish, but final grant agreements will be concluded in English. Budgets shall be submitted in U.S. dollars, and final grant agreements will be conducted in U.S. dollars. When submitting a proposal, applicants are required to include the following documents and information:

Section 1 – Cover Sheet: The coversheet is limited to one page in length. It must provide a summary of the project to be undertaken, the individual/organization’s capacity to carry it out, location and region where the project would be implemented, expected timeline, and cost.

Section 2 – Project Proposal:

Note: A Project Proposal Template is available for the convenience of applicants. We strongly recommend that alumni use this form or a similar one including all information needed.

- Provide information about the individual or organization applying, including name of the U.S. government funded exchange program in which the applicant participated, and the program year. Also include prior grants received, if any.
- Summarize the project and its intended impact.
- Describe the problem statement, project goals and activities. Explain why the project is important, and how and why the particular audience and project location were selected.

- Provide information on individual or organizational project partners, if any.
- Describe how the project is expected to solve the problem stated and the methodology to use.
- Describe project activities in detail.
- Provide project schedule and explain how the project will be implemented, when, and by whom.
- Include list of key personnel and their role in the project.
- Describe the Monitoring and Evaluation (M&E) plan, explaining how success will be measured, and propose specific performance indicators that can be used to track progress and determine the project's success.
- Describe the Media/Communications and Sustainability plans for the project.
- Provide a detailed budget and budget narrative. The budget must identify the total amount of funding requested, with a breakdown of amounts to be spend in the following budget categories: Personnel; Travel; Equipment; Supplies; Contractual; Other Direct Costs; and Indirect Costs.

If you have any questions or would like a proposal template, please contact us at: LimaPDGrants@state.gov with the subject line "Alumni NOFO 2020".

Funding Restrictions:

1. Construction: This award does not allow for construction activities or costs.
2. Other ineligible costs (this list is not exhaustive):
 - Airfare for Peruvian alumni to and/or from the United States;
 - Sustained staff salaries, office rent and utilities;
 - Ongoing operating costs and capital improvements;
 - Purchase of furniture and office decorations;
 - Large items of durable equipment;
 - Honorarium or salaries to alumni, for participating as speaker or trainer (though appropriate travel costs may be funded);
 - Establishing an alumni center or association unless part of a broader project;
 - Academic or analytical research;
 - Scholarships;
 - Medical and psychological research;
 - Clinical studies;
 - Provision of direct social services to a population;
 - Projects of a commercial nature;
 - Entertainment costs (receptions, social activities, ceremonies, alcoholic beverages, cocktail parties, guided tours);
 - Activities that convey the appearance of partisanship or support for electoral campaigns.

The U.S. Embassy in Lima reserves the right to request any additional programmatic and/or financial information regarding the proposal.

SELECTION CRITERIA

Applications submitted under this opportunity that comply with all the stated requirements, focus on the mentioned regions, and contain all the required elements will be evaluated and rated based on the criteria detailed below.

The criteria are designed to assess the quality of the proposed project plan/approach, and to determine the likelihood of its success. Applications will be reviewed based on their innovation, fullness, coherence,

clarity, and attention to detail. Proposals will be selected for funding based on an evaluation of how the proposal meets the solicitation review criteria, U.S. foreign policy objectives, and the priority needs of PAS. Past performance on grants awarded by the U.S. Department of State, other United States government entities, or international donor agencies may also be considered. PAS reviews all proposals for eligibility. Selection criteria for this NOFO will include:

1. Quality of the program idea and program planning (20 points): The proposed project plan should be well developed, respond to the design outlined in the solicitation and demonstrate originality. The project should have clear goals, objectives, and metrics for determining whether the project goals were met. It should be clearly and accurately written, substantive and with sufficient detail. The program plan should adhere to the program overview and guidelines described above, and should reference the applicant's capacity to meet all needs specified in the NOFO.

2. Ability to achieve program objectives (20 points): Objectives should be reasonable and feasible. Applications should clearly demonstrate how the individual or institution will meet the program's objectives and plan. Proposed personnel, institutional resources and partner organizations should be adequate and appropriate to achieve the program goals.

3. Sustainability (15 points): The proposed project should address the applicant's strategy for ensuring that the project benefits will continue to be realized on a long-term basis after the conclusion of the period of performance of the award.

4. Monitoring and Evaluation (10 points): Applications should demonstrate the capacity to assess the impact and provide objectives with measurable outputs and outcomes. The applicant should describe its plan for monitoring and reporting project outcomes.

5. Cost-effectiveness (20 points): The overhead and administrative components of the proposal, including salaries and supplies, should be consistent with prevailing market rates in Peru. All other items should be necessary, appropriate, and directly relatable to the project's goals and objectives. Cost sharing is not required; however, if provided, please detail whether the cost-share is through in-cash or in-kind contribution and approximate dollar amount. Cost-share will not be included in the criteria for evaluation, but may indicate the applicant's ability to budget well.

6. Program Reach (15 points): In deciding which projects to support, the Embassy will give consideration to the full range and diversity of Peru and will seek to target geographically and demographically diverse audiences in the country. Points will be given to applications that a) address problems in a communities that have not had extensive opportunities to work with the U.S. Embassy and/or the U.S. Department of State (see regions listed above) and/or b) include team leaders and project members that belong to those communities.

It may take up to 30 working days from the application deadline before an award or decline notice is sent from the Embassy to applicants. Due to the volume of proposals received, individual responses to requests for updates prior to the 30 day timeframe may not be returned until final review and approval of proposals is completed.

DISCLAIMER

The Federal government is not obligated to make any Federal award as a result of the announcement. 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. The U.S. government also reserves the right to make an award in excess of the award ceiling and the right to make an

award below the floor outlined in this NOFO. PAS reserves the right to award funding to applicants under this announcement for a period of up to two years after the application submission deadline. If a proposal is funded, the Department of State has no obligation to provide any additional future funding in connection with the award. The issuance of an award under this NOFO is subject to funds availability.