

## **Notice of Funding Opportunity 2018/2019**

**Funding Opportunity:** Ukraine: U.S. government Public Diplomacy Small Grants Program – Culture

**Funding Opportunity Number:** PAS-Ukraine-2019-001

**Announcement Type:** Grant

**Funding Amount:** **\$200,000 Total Funding**  
**To be awarded in grants valued up to \$8,000 for individuals and up to \$24,000 for organizations**

**CFDA:** 19.040

**Round #1 Opening Date:** October 29, 2018

**Round #1 Closing Date:** November 23, 2018

**Round #2 Opening Date:** February 4, 2019

**Round #2 Closing Date:** March 11, 2019

**Program:** Ukraine: U.S. Government Public Diplomacy Small Grants Program – Culture

**Public Affairs Section of the U.S. Embassy**

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**SUMMARY:** The U.S. Embassy Kyiv Public Affairs Section announces the 2018-2019 Public Diplomacy Small Grants Program in support of cultural projects in Ukraine. Subject to availability of funds, the U.S. Embassy will award small grants as described below to Ukrainian and U.S.-based non-governmental, not-for-profit organizations and individuals. Specific thematic priorities and program requirements are described in detail below. The projects must be tailored toward Ukrainian audiences, and all project activities supported by the U.S. Embassy grant should take place in Ukraine.

### **ELIGIBILITY REQUIREMENTS:**

All Ukrainian and U.S. citizens and registered non-profit, non-governmental organizations are eligible to apply. Third country organizations and individuals are not eligible.

Eligible themes are described below:

- Projects in performing and visual arts, including but not limited to music, dance, theater, literature, film, photography, and video.
- Projects for gallery-style exhibitions of paintings, sculptures, photography, artifacts, cartoons, or other similar works.
- Lectures and roundtables by U.S. experts in music, dance, theater, literature, poetry, film, and video.
- Educational projects in the performing and visual arts, including but not limited to, music, dance, theater, literature, film, photography, and video.

All the projects should promote the U.S. culture in Ukraine or highlight American-Ukrainian collaboration in arts and culture. Participation of American artists or experts is strongly encouraged. Collaborative, sustained projects that include educational elements and outreach to underserved communities (i.e. lectures or master classes) are preferred.

### **ADDITIONAL ELIGIBILITY REQUIREMENTS FOR ORGANIZATIONS:**

All organizations applying to receive Federal assistance must have a Dun & Bradstreet Number (DUNS) before the application is submitted, a CCR ([NCAGE](#)) number, and an active account with the System for Award Management ([SAM.gov](#)) **before an award can be granted.**

See <https://ua.usembassy.gov/education-culture/current-programs-grants/> for more information regarding the process to obtain required registrations.

For assistance with the requirements of this solicitation, please email [KyivPDGrants@state.gov](mailto:KyivPDGrants@state.gov).

### **FUNDING LEVELS AND ALLOWABLE EXPENSES**

Subject to availability of funds, individuals may apply for grants up to \$8,000. Organizations may apply for grants up to \$24,000. Allowable costs are those **directly related to the project activities**. The program encourages organizations to provide in-kind contributions and/or coordinate funding with other donors.

Costs incurred before the official grant period begins (pre-award costs) will not be reimbursed.

Proposals **may not** include funding requests for the following:

- Office rent and utilities
- Capital improvements, i.e. construction and renovation
- Purchase of vehicles
- Activities that convey the appearance of partisanship or support for electoral campaigns
- Social welfare projects
- Academic or analytical research (if not part of a larger project)
- Scholarships

- Entertainment, i.e. receptions, social activities, ceremonies, alcoholic beverages, cocktail parties, guided tours.
- Travel to the United States and activities in the United States
- Writing novels or non-fiction books
- Commissioning or creating art work (unless part of a broader project)

## **APPLICATION AND SUBMISSION INFORMATION:**

**Timeline:** Applications will only be accepted during two open calls for grant proposals (round #1 and round #2). Any proposal sent before or after those dates will not be considered. The following timeline is an indication of when decisions regarding grant proposals should be expected, but the delays related to availability of funds are possible.

*ROUND #1:* For projects that will start no earlier than March 1, 2019 and later than June 1, 2019. NOTE: the start date refers to the beginning of focused planning and preparation of the project, not the public opening or performance an activity. The small grants program supports projects that last up to 12 months in duration. The final decision depends on the availability of funds and might be made later, but no later than February 2019.

October 29, 2018 – Notice of Funding Availability published, Call for Round #1 proposals

November 23, 2018 – Deadline for Submission of Round #1 proposals (11:59PM Kyiv time UTC +2)

December 14, 2019 – Notification of awards decision (preliminary approval or denial to fund the project)

*ROUND #2:* For projects that will start no earlier than July 1, 2019 and no later than September 30, 2019. NOTE: the start date refers to the beginning of focused planning and preparation of the project, not the public opening or performance an activity. The small grants program supports projects that last up to 12 months in duration. The final decision depends on the availability of funds and might be made later, but no later than September 2019.

February 4, 2019 – Call for Round #2 proposals

March 11, 2019 – Deadline for Submission of Round #2 proposals (11:59PM Kyiv time UTC +2)

April 3, 2019 – Notification of awards decision (preliminary approval or denial to fund the project)

An organization or an individual is allowed to submit only one application during each cycle. If the project is not selected for financing during the first cycle, resubmitting the same proposal for the second cycle is not allowed.

**Application Content and Format:** Applicants must follow the instructions and conditions contained herein and supply all the information required.

**Failure to furnish all information or comply with stated requirements will result in disqualification from the competition.**

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 Public Diplomacy Small Grants competitions.

**Application Instructions:**

Your application consists of two documents: an application form and a separate budget spreadsheet (Excel document).

The application form can be found at <https://ua.usembassy.gov/education-culture/current-programs-grants/>

The application form includes instructions on how to draft the budget.

Your application form and budget spreadsheet must be submitted **in English only** by email to [KyivPDGrants@state.gov](mailto:KyivPDGrants@state.gov). You will receive a message confirming receipt of your electronic application containing a registration number. Please do not send hard copies by mail. Please submit only the application form and the budget; no other documents will be reviewed or taken into consideration.

The subject line of submission emails should follow this format:

**Project Title, Name of Individual or Organization**

**AUTHORITY**

Overall grant making authority for this program is contained in the Foreign Assistance Act of 1961, Public Law 87-195, as amended. The purpose of the Act is “to enable the Government of the United States to promote the foreign policy, security, and general welfare of the United States by assisting peoples of the world in their efforts toward economic development and internal and external security, and for other purposes.” The funding authority for the program above is provided through legislation.

**SELECTION CRITERIA:**

The Embassy Public Diplomacy Grants Committee will use the following criteria to evaluate proposals received in response to this funding opportunity:

**Program Goals and Objectives/Activities Plan:** A clear overview of the program, as well as goals and objectives, should be indicated in the proposal. The Embassy Public Diplomacy Grants Committee will closely consider whether the overall objectives lead to improving reform goals in Ukraine. Applicants should describe what they propose to do and how they will do it. The proposed activities must directly relate to meeting the goals and objectives, and applicants should include information on how they will measure activities' effectiveness. Proposals should have a clear monitoring and evaluation plan to ensure proper implementation of the program. The Grants Committee will evaluate the activities planned in terms of their relevance to the current situation and the program goals and objectives, the feasibility of the proposed activities, and their timeline for completion.

**Individual or Organizational Capacity:** Applications must include a clear description of the project management structure and previous experience with similar programs. Beside information about the organization and/or individual, this section must also identify the proposed management structure and staffing plan for the proposed program. Applicants must demonstrate the ability and commitment to complete the program.

**Budget:** Costs should be reasonable and realistic in relation to the program activities. Applicants are encouraged to provide as much detail as possible so that the committee may determine the extent to which the request represents an efficient use of U.S. government resources. The budget should be consistent with the narrative description of the program and should reflect the applicant's understanding of the allowable cost principles established by Title 2 CFR 200.306 (part 230) on cost principles for non-profit organizations.

**Cost Sharing:** Cost sharing is strongly encouraged; however, it is not a requirement of an application in response to this funding announcement.

## **DISCLAIMER**

Applicants can expect to be notified of the status of their application by no later than February 1, 2019 for round #1 applications, and by April 3, 2019 for round #2 applications. Issuance of this funding opportunity does not constitute an award commitment on the part of the United States Government (USG). It does not commit the USG to pay for costs incurred in the preparation and submission of proposals. The USG reserves the right to reject any or all proposals received. If a proposal is selected for funding, the U.S. Embassy in Kyiv has no obligation to provide any additional future funding in connection with the award. The USG reserves the right to reduce, revise, or increase proposal budgets in accordance with the needs of the project evaluation requirements.

## **CONTACT INFORMATION**

Should additional information be required, please contact the U.S. Embassy in Kyiv, Ukraine at [KyivPDGrants@state.gov](mailto:KyivPDGrants@state.gov).