U.S. DEPARTMENT OF STATE

U.S. EMBASSY KYIV

Notice of Funding Opportunity

Funding Opportunity Title: Ukraine: DESIGN AND IMPLEMENTATION OF THE

ENGLISH ACCESS MICROSCHOLARSHIP PROGRAM, 2021-2023

Funding Opportunity Number: **PAS-Ukraine-2021-011**

Deadline for Applications   May 25, 11:59 p.m. Kyiv Time

Assistance Listing Number: 19.900

Type of Solicitation: Open Solicitation

Total amount available: $120,000

Type of Funding: FY2021 Foreign Assistance (Assistance to Europe, Eurasia, and Central Asia)

Anticipated program start date: September 2021

Anticipated Number of Awards: 1

A. PROGRAM DESCRIPTION

The U.S. Embassy in Kyiv, Ukraine, of the U.S. Department of State announces an open competition for organizations to submit applications to implement the 2021-2023 English Access Microscholarship Program in five regions of Ukraine. The English Access Microscholarship Program (Access) is a global program supported by the U.S. Department of State. Access provides a foundation of English language skills to talented 13-20 year-olds from economically disadvantaged sectors through after-school classes and intensive sessions. Access gives participants English skills that may lead to better jobs and educational prospects. The program also gives participants the opportunity to gain an appreciation for U.S. culture and values. It is intended to increase their ability to participate successfully in the socio-economic development of their countries and improve their chances of participating in educational and exchange programs in the United States. Since its inception in 2004, approximately 150,000 students in more than 80 countries have participated in the Access Program. Please follow all instructions below.

Priority Region: Bakhmut, Dnipro, Kharkiv, Slovyansk, and Starobilsk.

Program Objectives:

The goal of the Access Program is to equip talented students who possess a minimal knowledge of English with effective communication and critical thinking skills through meaning interaction, cooperative learning strategies, and real-life contexts. Additionally, Access seeks to prepare students for conversational English language skills with native and non-native speakers of English through a variety of experiential learning activities. Selected participants must be bright, economically disadvantaged 13- to 20-year-old students with beginning level of English. Participants should commit to enroll in classes during the full two year program. Students will graduate with certificates of completion from the U.S. Embassy in Ukraine at the end of their two-year program. The Program is divided into distinct phases:

After-School Instruction

Access Program is a two-year program that requires **a minimum of 360 hours** of instruction reasonably distributed over the two-year period. After-school instruction has been the preferred time for teaching and has generally taken place three days a week with each class lasting from one to two hours per day. It is the responsibility of the Providers to consider the schedule of the students to ensure that Access classes do not interfere with students' regular school schedule. Enhancement activities related to U.S. culture and values must occur regularly throughout the two years of the program, including during after-school instruction.
Cultural Enhancement activities should be designed to provide hands-on and interactive opportunities for students to engage in discussions, games, community service, and other activities related to U.S. culture and values. Examples may include community events (celebrating U.S. holidays, e.g. Thanksgiving and/or Fourth of July events) and joint programming with participation of U.S. Embassy personnel, U. S. scholars in town or virtually (e.g. English Language Fellows, English Teaching Assistants, Fulbright Students and/or Peace Corps volunteers), English language intensive sessions, leadership training, etc. Access Programs should also include **computer instruction** to complement English language classes and enhancement activities. Computer classes, multimedia learning, or social media activities during after-school Instruction and/or intensive sessions should be included in the proposal.

Intensive Sessions

Intensive Sessions are often two-week-long summer programs that include more instruction hours per week than the After School program. These sessions are included in the 360 hours of required instruction. Hours of instruction during Intensive Sessions may not exceed 8 hours per day or 40 hours per week. Intensive sessions should combine English language instruction with U.S. cultural activities such as drama, computers, art, music, or games and sports, or even civic responsibility projects, leadership and teamwork training, or tolerance programs. Access Program intensive sessions are an important activity which can supplement, initiate, or conclude a student's two-year English language programming. All intensive sessions should provide students with a window on U.S. culture and values, and their activities as much as possible should incorporate invited speakers (e.g. U.S. exchanges alumni, Embassy personnel, and other native and non-native English speaking partners, etc.).

Community Service Activities

Access students should also be involved in community service activities to increase their awareness of issues facing their respective communities while also gaining an understanding of the ways they can positively contribute to civil society.

Alumni Programming

The program seeks to encourage alumni networking, professional development, and civic involvement by supporting alumni-initiated projects that support civil society involvement in Ukraine's reform efforts, encourage tolerance and integration of marginalized or displaced populations, and celebrate the strong links between the people of the United States and the people of Ukraine.

In-Country Educational Service Provider: Roles and Responsibilities

Proposal Eligibility Requirements:

Proposals may be submitted by Ukrainian or U.S. based not-for-profit organizations, including think tanks and civil society/non-governmental organizations. Basis for award of the grant: The grantee should be an established institution or a non-governmental organization (NGO) with at least 3 years of experience in administering educational programs and/or teaching English, preferably to the target age group. The grantee must have access to an established core of English instructors willing to commit their time to this project. The grantee must identify the location(s) and venue(s) that will be used for this program (verified with a document/preliminary agreement) and will be responsible for recruiting students, and in consultation with the Regional English Language Office at the U.S. Embassy, developing the curriculum. Organizations with previous experience and a capacity of working with educational institutions on a national level will be given priority.

Project implementation location:
The project implementation location should include the following oblast towns throughout Ukraine: Bakhmut, Dnipro, Kharkiv, Slovyansk, and Starobilsk. Regional projects should be coordinated with local oblast educational authorities. (Applicants should take note of the Department of State's Ukraine Travel Warning and programming should not take place in areas where grant monitoring is not possible due to security considerations).

Design requirements:
The classes should be planned during the after-school hours not to conflict with students' regular class hours. The participants must be bright, economically disadvantaged 13-20-year-old students. Classes should be organized both by age groups (within a couple years age difference) and language proficiency levels, with 20-25 students per class. The grantee should clearly define its criteria of "economically disadvantaged youth." The general guideline is to target young students whose families will not be able to afford private English classes.

Estimated project duration:

Two (2) academic years with minimum 180 hours of instruction per year (360 hours for the two-year period). Intensive sessions should be included in the 180 hours of instruction required per year.

Technical and infrastructure requirements:
The provider must specify the location(s) of the Access program and space that will be used for the classes and activities. The provider must either provide verification that the space belongs to the grantee or a written agreement with the holder of the space. The space must have seating for at least 20 students; it must have a blackboard/whiteboard, power outlet, heating (for the winter months), and minimal sanitary requisites. The space should also have a computer class with internet capability (or the grantee should consider providing for this separately).

Functional requirements:
a) The provider is responsible for setting criteria for and identifying "economically disadvantaged youth" to be enrolled in the program. The provider is required to produce midterm and final performance reports. The provider should monitor students' attendance and performance. During the COVID-19 pandemic, applying organizations should assume a virtual format for most or all programming components.
b) The provider is responsible for creating a highly effective and innovative method for recruiting new Access teachers. This outreach would include, but not be limited to contacting local state education offices, private language schools and use of social media.
c) Run the Access Ukraine Facebook page. This duty will include posting news, contest information, updates on intensive sessions, visits from American diplomats and teacher training information.
d) Develop an up to date program website.
e) Provide monthly highlight reports with pictures on Access activities.
f) Connect the Future Leaders Exchange (FLEX) program to Access with the goal of having one FLEX student attached to every Access group in Ukraine.
g) The provider is responsible for maintaining a database of Access alumni.

Assumptions and agreements:
The provider should reach between 100-110 students in five locations during this program. The budget per student should be under $1,190 and should not exceed a total of $120,000. Proposals that are cost-effective and include significant cost-share will be given priority.

B. FEDERAL AWARD INFORMATION

This notice is subject to availability of funding.

Funding Instrument Type: Cooperative agreement. Cooperative agreements are different from grants in that bureau/embassy staff are more actively involved in the grant implementation. For instance, the U.S. Embassy may suggest local or international partners, assist with participant

selection, opening and closing ceremonies, approve teachers or mentors, co-coordinate events, and monitor participants' progress.

C. ELIGILIBITY INFORMATION

1. Eligible Applicants
The following organizations are eligible to apply:
• Not-for-profit organizations, including think tanks and civil society/non-governmental Organizations.
Note: For-profit and commercial entities are ineligible.

2. Cost Sharing or Matching
Cost sharing is strongly recommended and will be considered favorably during the review process. The Grants Review Committee will assign more points to applicants who offer cost sharing. This solicitation requires applying organizations to demonstrate that they already have or have the capacity to establish partnerships with public and private sector organizations other than the U.S. Embassy or U.S. Department of State in implementing this program.

3. Other Eligibility Requirements
In order to be eligible to receive an award, all organizations must have a unique entity identifier (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 unique entity identifier 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.

D. APPLICATION AND SUBMISSION INFORMATION
1. Address to Request Application Package
Application forms required below are available at https://ua.usembassy.gov/educationculture/current-programs-grants/
2. Content and Form of Application Submission
Please follow all instructions below carefully. Proposals that do not meet the requirements of this announcement or do not comply with the stated requirements will be ineligible.
Content of Application
Please ensure:
• The proposal clearly addresses the goals and objectives of this funding opportunity
• All documents are in English
• All budgets are in U.S. dollars
• All pages are numbered
• All documents are formatted to 8 ½ x 11 paper, and
• All Microsoft Word documents are single-spaced, 12-point Times New Roman font, with a minimum of 1-inch margins.

The following documents are **required**:

1. Mandatory application forms
- **SF-424 (Application for Federal Assistance – Organizations)**
- **SF-424A (Budget Information for Non-Construction programs)**
- **SF-424B (Assurances for Non-Construction programs)**

2. Summary Page: Cover sheet stating the applicant name and organization, proposal date, program title, program period proposed start and end date, and brief purpose of the program.

3. Proposal (15 pages maximum): The proposal should contain sufficient information that anyone not familiar with it would understand exactly what the applicant wants to do. You may use your own proposal format, but it must include all the items below.

- **Proposal Summary:** 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 conduct the program, including information on all previous grants from the U.S. government. Please focus on your experience organizing business education programs targeting underrepresented groups, if applicable.
- **Problem Statement:** 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. The "objectives" refer to the intermediate accomplishments on the way to the goals. These should be achievable and measurable.
- **Program Activities**: Describe 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. Include a logic model as appropriate.
- **Proposed Program Schedule and Timeline:** The proposed timeline for the program activities. Include 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. The Grants Review Committee will rigorously evaluate this section.
- **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 on time, and how will the program be evaluated to make sure it is meeting the goals of the grant? What follow-on evaluation activities will you conduct to measure longer-term impacts? Your proposal should include a brief narrative statement summarizing the answers to these questions, as well as a more detailed logic model as mentioned below.
- **Future Funding or Sustainability:** Applicant's plan for continuing the program beyond the grant period, or the availability of other resources, if applicable.

4. Budget Justification Narrative: After filling out the SF-424A Budget (above), use a separate sheet of paper to describe each of the budget expenses in detail. See Section H. Other

Information: Guidelines for Budget Submissions below for further information. As an example, you could use an Excel spreadsheet as seen in the sample at https://ua.usembassy.gov/educationculture/current-programs-grants/ for a preliminary budget estimate.

5. Program Evaluation Plan: As an example, you could use an Excel spreadsheet "logic model" as seen in the sample at https://ua.usembassy.gov/educationculture/currentprograms-grants/ to visualize your evaluation plan

6. Attachments:
• 1-page CV or resume of key personnel who are proposed for the program
• Letters of support from program partners describing the roles and responsibilities of each partner
• If your organization has a Negotiated Indirect Cost Rate Agreement (NICRA) and includes NICRA charges in the budget, your latest NICRA should be included as a PDF file.
• Official permission letters, if required for program activities
3. Unique Entity Identifier and System for Award Management (SAM.gov)

Required Registrations:
Any applicant listed on the Excluded Parties List System (EPLS) in the System for Award Management (SAM) is not eligible to apply for an assistance award in accordance with the OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR, 1986 Comp., p. 189) and 12689 (3 CFR, 1989 Comp., p. 235), "Debarment and Suspension." Additionally, no entity listed on the EPLS can participate in any activities under an award. All applicants are strongly encouraged to review the EPLS in SAM to ensure that no ineligible entity is included.
All organizations applying for grants (except individuals) must obtain these registrations. All are free of charge:
• Unique entity identifier from Dun & Bradstreet (DUNS number)
• NCAGE/CAGE code
• www.SAM.gov registration
Step 1: Apply for a DUNS number and an NCAGE number (these can be completed simultaneously)
DUNS application: Organizations must have a Data Universal Numbering System (DUNS) number from Dun & Bradstreet. If your organization does not have one already, you may obtain one by calling 1-866-705-5711 or visiting http://fedgov.dnb.com/webform.
NCAGE application: Application page here:
https://eportal.nspa.nato.int/AC135Public/scage/CageList.aspx
Instructions for the NCAGE application process:
https://eportal.nspa.nato.int/AC135Public/Docs/US%20Instructions%20for%20NSPA%20NCAGE.pdf
For NCAGE help from within the U.S., call 1-888-227-2423
For NCAGE help from outside the U.S., call 1-269-961-7766
Email NCAGE@dlis.dla.mil for any problems in getting an NCAGE code.
Step 2: After receiving the NCAGE Code, proceed to register in SAM.gov by logging onto:

https://www.sam.gov. SAM registration must be renewed annually.

4. Submission Dates and Times

Applications are due no later than Tuesday, May 25, 11:59 p.m. Kyiv Time.

5. Funding Restrictions

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

• Capital improvements, such as construction and renovation.

• Purchase of vehicles.

• Activities that convey the appearance of partisanship or support for electoral campaigns.

• Social welfare projects.

Note: Your proposal may include the cost of an audit that:

a) Complies with the requirements of 2 CFR 200 Subpart F "Audit Requirements;"

b) Complies with the requirements of American Institute of Certified Public Accountants (AICPA) Statement of Position (SOP) No. 92-9, "Audits of Not-for-Profit Organizations Receiving Federal Awards;"

c) Complies with AICPA Codification of Statements on Auditing Standards AU Section 551, "Reporting on Information Accompanying the Basic Financial Statements in Auditor-Submitted Documents," where applicable. When the U.S. Department of State is the largest direct source of Federal financial assistance (i.e., the cognizant Federal Agency) and indirect costs are charged to Federal grants, a supplemental schedule of indirect cost computation is required.

6. Other Submission Requirements

All application materials must be submitted by email to KyivPDGrants@state.gov. Please submit your application package with the following subject:

Academy for Women Entrepreneurs: Abbreviated Project Title, Name of Applicant Organization

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 documents indicated above; no other documents will be reviewed or taken into consideration

E. APPLICATION REVIEW INFORMATION

1. Criteria

Each application will be evaluated and rated based on the evaluation criteria outlined below.

Quality and Feasibility of the Program Idea – 20 points: The program idea is well-developed, with detail about how program activities will be conducted. The proposal includes a reasonable implementation timeline. The Grants Review Committee will pay particular attention to whether the proposal fits within the guidelines set in Section A.

Organizational Capacity and Record on Previous Grants – 20 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. The Grants Review Committee will focus on experience hosting business education events targeting underrepresented groups. If working with a sub-awardee, this also includes prior work managing a sub-awardee.

Program Planning/Ability to Achieve Objectives – 15 points: Goals and objectives are clearly stated, and program approach is likely to provide maximum impact in achieving the proposed results. The Grants Review Committee will focus on the extent to which the applying

organization has laid out plans for partnerships with non-U.S. government-affiliated public and private sector organizations.

Budget – 10 points: The budget justification is 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.

Monitoring and Evaluation Plan – 15 points: Applicant demonstrates it can measure program success against key indicators and provides milestones to indicate progress toward goals outlined in the proposal, including after the program has concluded. The program includes output and outcome indicators and shows how and when those will be measured.

Sustainability – 10 points: Program activities will continue to have positive impact after the end of the program.

Cost Sharing – 10 points: Applicant demonstrates substantial cost sharing, either through own monetary or in-kind contributions or through those of non-U.S. government-affiliated public or private sector organizations.

2. Review and Selection Process

A Grants Review Committee will evaluate all eligible applications within two weeks of the submission deadline.

3. Federal Awardee Performance & Integrity Information System (FAPIIS)

For any Federal award under a notice of funding opportunity, if the Federal awarding agency anticipates that the total Federal share will be greater than the simplified acquisition threshold on any Federal award under a notice of funding opportunity may include, over the period of performance (see §200.88 Simplified Acquisition Threshold), this section must also inform applicants:

i. That 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 any information about the applicant that is in the designated integrity and performance system accessible through SAM (currently FAPIIS) (see 41 U.S.C. 2313);

ii. That an applicant, at its option, may review information in the designated integrity and performance systems accessible through SAM and comment on any information about itself that a Federal awarding agency previously entered and is currently in the designated integrity and performance system accessible through SAM;

iii. That the Federal awarding agency will consider any comments by the applicant, in addition to the other information in the designated integrity and performance system, in making a judgment about the applicant's integrity, business ethics, and record of performance under Federal awards when completing the review of risk posed by applicants as described in §200.206 Federal awarding agency review of risk posed by applicants.

4. Anticipated Announcement and Federal Award Dates

Award announcements should go out within two weeks of the submission deadline.

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 only start incurring program expenses 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: The Recipient must request payment under this award by completing form SF270—Request for Advance or Reimbursement and submitting the form to the Grants Officer. Unless otherwise stipulated, the recipient may request payments on a reimbursement or advance basis. Advance payments must be limited to the minimum amounts needed and be timed to be in accordance with the actual, immediate cash requirements of the recipient in conducting the purpose of this award. The timing and amount of advance payments must be as close as is administratively feasible to the actual disbursements by the recipient for direct program or project costs and the proportionate share of any allowable indirect costs.

2. 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:
• 2 CFR 25 - UNIVERSAL IDENTIFIER AND SYSTEM FOR AWARD
MANAGEMENT
• 2 CFR 170 - REPORTING SUBAWARD AND EXECUTIVE COMPENSATION
INFORMATION
• 2 CFR 175 - AWARD TERM FOR TRAFFICKING IN PERSONS
• 2 CFR 182 - GOVERNMENTWIDE REQUIREMENTS FOR DRUG-FREE
WORKPLACE (FINANCIAL ASSISTANCE)
• 2 CFR 183 - NEVER CONTRACT WITH THE ENEMY
• 2 CFR 600 – DEPARTMENT OF STATE REQUIREMENTS
• U.S. DEPARTMENT OF STATE STANDARD TERMS AND CONDITIONS
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:
• President's September 2, 2020 memorandum, entitled *Memorandum on Reviewing Funding to State and Local Government Recipients of Federal Funds that Are Permitting Anarchy, Violence, and Destruction in American Cities*;

• *Executive Order on Combating Race and Sex Stereotyping* (E.O. 13950);
• *Executive Order on Protecting American Monuments, Memorials, and Statues and Combating Recent Criminal Violence* (E.O. 13933); and
• Guidance for Grants and Agreements in Title 2 of the Code of Federal Regulations (2 CFR), as updated in the Federal Register's 85 FR 49506 on August 13, 2020, particularly on:
o Selecting recipients most likely to be successful in delivering results based on the program objectives through an objective process of evaluating Federal award applications (2 CFR part 200.205),
o Prohibiting the purchase of certain telecommunication and video surveillance services or equipment in alignment with section 889 of the National Defense Authorization Act of 2019 (Pub. L. No. 115—232) (2 CFR part 200.216),
o 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),
o 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
o Terminating agreements in whole or in part to the greatest extent authorized by law, if an award no longer effectuates the program goals or agency priorities (2 CFR part 200.340).

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.
Foreign Assistance Data Review: As required by Congress, the Department of State must make progress in its efforts to improve tracking and reporting of foreign assistance data through the Foreign Assistance Data Review (FADR). The FADR requires tracking of foreign assistance activity data from budgeting, planning, and allocation through obligation and disbursement. Successful applicants will be required to report and draw down federal funding based on the appropriate FADR Data Elements, indicated within their award documentation. In cases of more than one FADR Data Element, typically program or sector and/or regions or country, the successful applicant will be required to maintain separate accounting records.

G. FEDERAL AWARDING AGENCY CONTACTS
If you have any questions about the grant application process, please contact: KyivAccess@state.gov.

H. OTHER INFORMATION
Guidelines for Budget Justification
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 $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 costs 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 conduct 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 10 percent of the modified total direct costs as defined in 2 CFR 200.68.

"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.