

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

Funding Opportunity Title: U.S. Embassy Praia Public Affairs Annual Program Statement

Funding Opportunity Number: AFPRA-21-01

Deadline for Applications: Rolling

CFDA Number: 19.040 – Public Diplomacy Programs

Anticipated period of performance: 9-12 months

Number of awards anticipated: 5

Floor of Individual Award Amounts: 5,000

Ceiling of Individual Award Amounts: 250,000

A. PROGRAM DESCRIPTION

The U.S. Embassy Praia Public Affairs Section (PAS) of the U.S. Department of State announces a Request for Statements of Interest (RSOI) from organizations interested in applying for funding for program proposals that **strengthen cultural ties between the U.S. and Cabo Verde** through cultural and exchange programming that highlights shared values and promotes bilateral cooperation. PAS invites organizations interested in potential funding to submit SOI applications outlining program concepts that reflect this goal. Please carefully follow all instructions below.

The submission of a SOI is the first step in a two-part process. Applicants must first submit a SOI, which is a concise 2-3-page concept note designed to clearly communicate a program idea and its objectives before the development of a full proposal application. The purpose of the SOI process is to allow applicants the opportunity to submit program ideas for PAS to evaluate prior to requiring the development of full proposal applications. Upon review of eligible SOIs, PAS will invite selected applicants to expand their ideas into full proposal applications.

Purpose: PAS Praia invites SOIs for programs that **strengthen cultural ties between the U.S. and Cabo Verde** through cultural and exchange programming that highlights shared values and promotes bilateral cooperation. All programs must include an American cultural element, or connection with American expert/s, organization/s, or institution/s in a specific field that will promote increased understanding of U.S. policy and perspectives.

Examples of PAS Small Grants Program projects include, but are not limited to:

- Academic and professional lectures, seminars, and speaker programs;
- Artistic and cultural workshops, joint performances, and exhibitions;
- Cultural heritage conservation and preservation programs;
- Professional and academic exchanges.
- Municipal and regional libraries that are interested in becoming an American Space;
- Programs developed by an alumnus/a of a U.S. sponsored or supported educational or professional exchange program;
- Programs that support Americans studying in Cabo Verde and;

- Programs that strengthen U.S. college and university relationships with local higher education institutions, American Chambers of Commerce (AmChams), businesses, and/or regional organizations.

Priority Program Areas:

- English Language Learning;
- Entrepreneurship and Economic Development, with priority given to projects that seek to increase U.S. Businesses' trade and investment with Cabo Verde;
- Partnerships between U.S. and Cabo Verde institutions committed to education, academic research, and cross-cultural academic exchanges; and
- Strengthen democratic values, specifically social inclusion, transparency, freedom of expression, and freedom of the press.

Participants and Audiences:

All proposals should focus on engaging Cabo Verdeans in Cabo Verde. Proposals can include diaspora but must include local populations. Those projects that target youth, women, and marginalized communities are encouraged. Other key audiences may include: the LGBT community, persons with disabilities, journalists and media professionals, entrepreneurs, artists, NGOs, and English teachers.

The following types of programs are not eligible for funding:

- Programs relating to partisan political activity;
- Charitable or development activities;
- Construction programs;
- Programs that support specific religious activities;
- Fund-raising campaigns;
- Lobbying for specific legislation or programs;
- Scientific research;
- Programs intended primarily for the growth or institutional development of the organization; or
- Programs that duplicate existing programs.

Authorizing legislation, type and year of funding:

Funding authority rests in the Smith-Mundt and Fulbright Hayes Acts. The source of funding is Fiscal Year 2021 Public Diplomacy Funding provided by the U.S. Department of State.

B. FEDERAL AWARD INFORMATION

Length of performance period: 1-12 months

Number of awards anticipated: 5 awards (dependent on amounts)

Award amounts: awards may range from a minimum of \$5000 to a maximum of \$250,00

Type of Funding: Fiscal Year 2021 Public Diplomacy Funding

Anticipated program start date: 09/21

This notice is subject to availability of funding.

Funding Instrument Type: Grant, Fixed Amount Award, or Cooperative agreement.

Cooperative agreements are different from grants in that PAS staff are more actively involved in the grant implementation.

Program Performance Period: Proposed programs should be completed in 12 months or less.

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

The Public Affairs Section encourages applications from United States and Cabo Verdean:

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

For-profit or commercial entities are not eligible to apply.

2. Cost Sharing or Matching

Cost sharing is not required.

3. Other Eligibility Requirements

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.

D. APPLICATION AND SUBMISSION INFORMATION

1. Address to Request Application Package

Application forms required below are available at www.cv.usembassy.gov

2. Content and Form of Application Submission

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 of Application

Please ensure:

- The SOI 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. Program Statement (not to exceed 2-3 pages in Microsoft Word) that includes:

- A table listing:
 - Name of the organization;
 - The target country/countries;
 - The total amount of funding requested from PAS, total amount of cost-share (if any), and total program amount (PAS funds + cost-share); and,
 - Program length;
- A synopsis of the program, including a brief statement on how the program will have a demonstrated impact and engage relevant stakeholders;
- A concise breakdown explicitly identifying the program's objectives and the activities and expected results that contribute to each objective; and,
- A brief description of the applicant(s) that demonstrates the applicant(s) expertise and capacity to implement the program and manage a U.S. government award.

E. APPLICATION REVIEW CRITERIA

1. **Quality of Program Idea:** Short narrative that outlines the proposed program, including program objectives and anticipated impact. The SOI should explain why the proposed program is needed.
2. **Program Planning:** A description of how the program is expected to work to solve the stated problem and achieve the objectives. A proposed timeline for the program activities should include the dates, times, and locations of planned activities and events.
3. **Ability to Achieve Objectives/Institutional Capacity:** A demonstration of the organization's or individual's expertise and previous experience in administering programs.
4. **Organizational capacity and record on previous grants:** The organization has expertise in its stated field and PAS is confident of its ability to undertake the program. This includes a financial management system and a bank account.
5. **Embassy priorities:** Applicant has clearly described how stated goals are related to and support U.S. Embassy Praia's priority areas or target audiences.
6. **Budget:** 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.
7. **Monitoring and evaluation plan:** Applicant demonstrate s/he is able to measure program success against key indicators and provide milestones to indicate progress toward goals outlined in the proposal. The program includes output and outcome indicators and shows how and when those will be measured.
8. **Sustainability:** Program activities will continue to have positive impact after the end of the program.

3. Submission Dates and Times

The Public Affairs Section will accept proposals throughout the year and will review proposals on a rolling basis.

A Grants Review Committee will evaluate all eligible applications. SOI applicants will be notified of the decision to present a full submission based on the timeline outline above. Instructions on the requirements of a full application submission will be provided at that time.

4. Funding Restrictions

Award funds cannot be used for construction, alcohol, or vehicle purchases.

5. Other Submission Requirements

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