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**U.S. DEPARTMENT OF STATE**
**PUBLIC AFFAIRS SECTION / U.S. MISSION TO SOUTH AFRICA**
**Notice of Funding Opportunity**

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**Funding Opportunity Title:** U.S. Mission to South Africa, Public Affairs Section Call for Proposals that Strengthen Ties between the United States and South Africa
**Funding Opportunity Number:** PAZ-ZAF-FY22-02
**Deadline for Applications**: April 30, 2022, 23:59 SAST
**Assistance Listing Number:** 19.040
**Total Amount Available:** $1,500,000

**A. PROJECT DESCRIPTION**
The Public Affairs Section (PAS) of the U.S. Mission to South Africa of the U.S. Department of State announces an open competition for organizations to submit applications to carry out projects in one of six categories outlined in the Project Objectives below. All project proposals must **strengthen ties and build relationships between the United States and South Africa** and must have **a strong, central, American element, or connection with American expert/s, organization/s, or institution/s** (separate and beyond any involvement with the U.S. Mission or its American Corners or USG exchange program alumni) and have as a primary goal **the promotion of increased understanding of U.S. values, perspectives, and policies and relationship building between Americans and South Africans**.

**Priority Region:** Project activities must take place in South Africa and be directed at South African audiences/participants. PAS welcomes proposals that reach multiple provinces or engage in areas outside the metropolitan areas of Pretoria, Johannesburg, Durban, and Cape Town, including townships and other historically underserved areas.

**American Content:** Successful proposals will include a clear description of how American content will be substantively and meaningfully incorporated in projects. American content may include the use of curricula from a U.S.-based institution, collaboration with an American subject matter expert, or incorporation of U.S. culture, history, or society. We encourage proposals that explain how that American content builds ties with South African audiences.

**Project Objectives:**
PAS is seeking proposals in the following six categories. An organization may only submit **one application** and must identify the specific category.

*1. Combatting Climate Change*
PAS seeks proposals that will create partnerships between Americans and South Africans to generate awareness and promote shared action/collaboration on climate change and the evolving climate crisis.

Project proposals in this category should identify a specific audience – such as youth, students, educators, entrepreneurs, etc. – that it will reach as well as how the project plans to measure impact during the award's performance period. Short-term impact may lay the groundwork for longer-term outcomes.

Proposals should target a specific audience and clearly identify project participants.

PAS welcomes proposals that exploit connections between governmental organizations, such as the U.S. National Park Service and the South African National Parks, or between U.S. and South African civil society, including higher education institutions.

Priority project areas include:
- sustainable waste management and recycling;
- urban and peri-urban clean water solutions;
- countering wildlife trafficking;
- climate adaptation;
- urban greening, and;
- healthy oceans.

## 2. *Improving Journalism Training*
PAS seeks proposals that strengthen journalism skills in fields such as investigative reporting, health/science/environmental journalism, and legal reporting, particularly among professional journalists, editors, and contributors to community media outlets. We will favorably note proposals that aim to establish partnerships between media outlets and non-governmental, educational, and/or civil society institutions in South Africa.

Proposals should include:
- a series of engagements with participants that includes training in reporting skills such as critical thinking, sourcing, disinformation, and ethics;
- multiple "field" exercises to encourage these skills in real world settings;
- a focus on the program's sustainability, including follow-up programming with participants and the possibility of expanding the program in the future.

## 3. *Entrepreneurship and Intrapreneurship: Expanding Economic Opportunities for Youth*
PAS seeks proposals that break down barriers faced by South Africa's promising young entrepreneurs by leveraging American business and management approaches to help youth develop the necessary networking, marketing, and investment skills to succeed in the economy.

In addition to increasing the capacity of entrepreneurs to open new businesses, we are seeking applications that foster increased "intrapreneurship," a system wherein the principles of entrepreneurship are practiced within existing organizations. The development of intrapreneurs creates opportunities to innovate new ideas, products, and processes within an organization that can lead to the adoption of best practices, decreases in corruption, and increased growth while preparing emerging leaders for greater responsibility within their organizations or to launch startups in the future that will benefit U.S.-South African economic ties.

## 4. *Promoting Equity, Social Justice, and Social Cohesion*
PAS seeks proposals that build on shared American and South African priorities to promote respect for the human rights and advance racial equity, social justice, and social cohesion.

We encourage proposals that focus on outreach to historically marginalized groups. Preference will be given to proposals that foster dialogue, encourage civic engagement, and increase understanding about the historical injustices in the United States and South Africa to make concrete connections with contemporary applications of the lessons learned from those histories.

Priority project areas include:
- conducting outreach to underscore connections between the struggle for equality of marginalized groups in the United States and South Africa's liberation struggle; and
- exploring the literature, culture, and histories of marginalized groups in the United States with South African audiences.

Intended audiences should include:
- high school and university students;
- professors;
- journalists;
- policy makers; or
- youth (ages 15-35).

Proposals may incorporate use of sports or the art that addresses the American experience that is relevant to the South African experience. Competitive proposals will outline how the activities will resonate with South African audiences.

### 5. A Global Crisis:  Trafficking in Persons

South Africa is a country of origin, destination, and transit for victims of trafficking in persons (TIP).  PAS seeks proposals that generate awareness of TIP-related issues in South Africa and of concerns noted in the U.S. Department of State's 2021 Trafficking in Persons Report for South Africa, with the goal of increasing public knowledge, understanding, and calls for action on this challenging issue.

Proposals should aim to improve the public's ability to recognize and report TIP, to identify TIP risk factors, and to reduce demand for labor and sexual exploitation.

Priority project areas include:
- the lack of public awareness of trafficking crimes;
- available resources for victims;
- cultural practices that increase trafficking vulnerability;
- the lack of reporting of trafficking crimes, and;
- official indifference or complicity.

Successful proposals will target clear audiences in South Africa and explain the relevance of those audiences to the issue at hand. Prospective grant partners will preferably have existing relationships with or the capacity to partner with relevant South African government agencies.

### 6. Expanding the University Partnership Initiative

PAS seeks proposals that strengthen existing ties and foster new collaborations between U.S. and South African higher education institutions under the University Partnership Initiative (UPI).

Proposals should address the option to scale to a greater level pending funds availability and should address potential significant involvement by PAS. Collaboration with existing U.S. Mission South Africa programs or alumni of USG-funded exchanges is encouraged.

Priority project areas include:
- promoting U.S.- South Africa faculty and student exchanges, particularly the development of dual degree programs that have South Africans complete their studies locally and address South Africa's shortage of qualified academic staff;
- developing the use of instructional technology to increase access to educational opportunities, including in the context of challenges like the COVID-19 pandemic;
- facilitating early-career training for academics;
- joint research, especially in agriculture, food security, health, and STEM;
- providing training and transfer skills in all aspects of university and community college administration through subject-matter exchange programs;
- exploring public-private partnerships, with an emphasis on commercialization, technology transfer, and job creation.

Intended audiences should include:
- South African university and community college students;
- university administrators; or
- high school teachers and students who use materials developed by universities.

Proposals should address how relationships between institutions will be sustained after U.S. government-funded efforts end. Proposals that develop linkages between South African technical universities and their American counterparts are strongly encouraged.

**PLEASE NOTE: The following types of projects are not eligible for funding:**
- Projects relating to partisan political activity;
- Charitable or development activities;
- Construction projects;
- Projects that support specific religious activities;
- Fund-raising campaigns;
- Lobbying for specific legislation or projects;
- Projects intended primarily for the growth or institutional development of the organization;
- Projects that duplicate existing projects;
- Travel to the United States for family or social purposes;
- Travel to the United States for purposes of amplifying South Africa cultural initiatives;
- Travel to the United States for purposes unconnected to a larger project or initiative;
- Scholarships or tuition assistance;
- Events of a purely social nature;
- Prizes and competition awards without a programmatic linkage.

## B. FEDERAL AWARD INFORMATION

Length of performance period:  12 to 24 months
Number of awards anticipated:  six awards (dependent on amounts)
Award amounts:  awards may range from a minimum of $100,000 to a maximum of $250,000
Total available funding:  $1,500,000
Type of Funding:  FY22 Fulbright Hays Public Diplomacy Funds
Anticipated project start date:  On or before September 30, 2022

**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 bureau/embassy staff are more actively involved in the grant implementation.

**Project Performance Period**:  Proposed projects should be completed in 24 months or less. The Department of State 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 project, and a determination that continued funding would be in the best interest of the U.S. Department of State.

**Option to renew**:  This award may be renewed annually for a further period of two years, based on successful completion of early milestones and indications that additional funding will successfully expand project outcomes, at the discretion of the U.S. Embassy and dependent on availability of funding.


## 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
- Public and private educational institutions

**Please note that applications from for-profit organizations will not be considered by the Grants Review Committee.**

2.  Cost Sharing or Matching

Cost-sharing is not required.

3.  Other Eligibility Requirements

To be eligible to receive an award, all organizations must have a Unique Entity Identifier (UEI). Until April 4, 2022, the Data Universal Numbering System (DUNS) number from Dun & Bradstreet remains the official identifier for doing business with the U.S. Government. Applicants should ensure they have a valid UEI, and a valid registration on www.SAM.gov before they can receive an award. Please see Section D.3 for information on how to obtain these registrations.

## D. APPLICATION AND SUBMISSION INFORMATION

1. Address to Request Application Package

This Notice of Funding Opportunity (NOFO) and any amendments and supplementary information can be found at www.grants.gov (search by Opportunity Number) or on the U.S. Embassy to South Africa's website at: https://za.usembassy.gov/education-culture/public-diplomacy-small-grants-program-2-2/.

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 that:

- 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 or A4 paper, and
- All Microsoft Word documents are single-spaced, 12-point Times New Roman font, with
- a minimum of 1-inch margins.
- All application materials must be submitted by email to PretoriaGrants@state.gov.
- Applications uploaded to grants.gov will not be retrieved.

The following documents are **required**:

**A. Mandatory application forms**
- **SF-424** (Application for Federal Assistance – organizations)
- **SF-424A** (Budget Information for Non-Construction projects)
- **SF-424B** (Assurances for Non-Construction projects; only required for organizations not registered in SAM.gov)

**B. Summary Page:** Cover sheet stating the applicant's name and organization, proposal date, project title, project period proposed start and end date, and brief purpose of the project.

**C. Proposal (seven 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 project, including project objectives and anticipated impact.
- **Introduction to the Organization applying**: A description of past and present operations, showing ability to carry out the project, including information on all previous grants from the U.S. Embassy and/or U.S. government agencies.
- **Problem Statement:** Clear, concise, and well-supported statement of the problem to be addressed and why the proposed project is needed
- **Project Goals and Objectives:** The "goals" describe what the project is intended to achieve. The "objectives" refer to the intermediate accomplishments on the way to the goals. These should be achievable and measurable.
- **Participants and Audiences:** These groups should be clearly defined, countable, and accessible through the project's scope and activities.
- **Project Activities**: Describe the project activities and how they will help achieve the objectives.
- **Project Methods and Design**: A description of how the project is expected to work to solve the stated problem and achieve the goal. Include a logic model as appropriate.
- **Proposed Project Schedule and Timeline:** The proposed timeline for the project 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 project. What proportion of their time will be used in support of this project?
- **Project Partners:** List the names and type of involvement of key partner organizations and sub-awardees.
- **Project 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 in a timely manner, and how will the project be evaluated to make sure it is meeting the goals of the grant?
- **Future Funding or Sustainability** Applicant's plan for continuing the project beyond the grant period, or the availability of other resources, if applicable.

**D. 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. A suggested budget template is available on our website under this announcement at https://za.usembassy.gov/education-culture/public-diplomacy-small-grants-project-2-2/.

**E. Attachments:**
- 1-page CV or resume of key personnel who are proposed for the project
- Letters of support from project 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 project 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 must obtain these registrations. All are free of charge:
- Unique Entity Identifier Number, a DUNS number from Dun & Bradstreet until April 4, 2022. Guidance on the new system after that date will be posted on our website at https://za.usembassy.gov/education-culture/public-diplomacy-small-grants-program-2-2/.
- NCAGE/CAGE code
- 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/CageTool/home
Instructions for the NCAGE application process:
https://eportal.nspa.nato.int/AC135Public/Support/en/Products/NCAGE/.
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 11:59 pm SAST on Monday, April 30, 2022

5. Other Submission Requirements

All application materials must be submitted by email to PretoriaGrants@state.gov. Applications uploaded to grants.gov will not be retrieved.

**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 Project Idea:** 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:** 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:** Goals and objectives are clearly stated, and project approach is likely to provide maximum impact in achieving the proposed results.

**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.

**Monitoring and evaluation plan:** Applicant demonstrates ability to measure project success against key indicators and provides milestones to indicate progress toward goals outlined in the proposal. The project includes output and outcome indicators and shows how and when those will be measured.

**Sustainability:** Project activities will continue to have positive impact after the end of the project.

**Support of Equity and Underserved Communities:** Proposals should clearly demonstrate how the project will support and advance equity and engage underserved communities in project administration, design, and implementation.

2. Review and Selection Process

A review committee will evaluate all eligible applications. A separate review committee may be formed for each of the six categories.

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.

# F. FEDERAL AWARD ADMINISTRATION INFORMATION

1. <u>Federal Award Notices</u>

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 project 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:** Payment will be made by EFT. For South African bank accounts, the exchange rate on the date of the transaction will be used.

2. <u>Administrative and National Policy Requirements</u>

Before applying, 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 projects, 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](#) (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 project 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 project goals or agency priorities (2 CFR part 200.340).

In accordance with the [Executive Order on Advancing Racial Equity and Underserved Communities](#), proposals should demonstrate how the project advances equity with respect to race, ethnicity, religion, income, geography, gender identity, sexual orientation, and disability. The proposal should also demonstrate how the project will further engagement in underserved communities and with individuals from underserved communities. Proposals should demonstrate how addressing racial equity and underserved communities will enhance the project's goals and objectives, as well as the experience of participants.

The support of underserved communities will be part of the review criteria for this opportunity. Therefore, proposals should clearly demonstrate how the project will support and advance equity and engage underserved communities in project administration, design, and implementation.

3. Reporting

**Reporting Requirements:** Recipients will be required to submit financial reports and project reports. The award document will specify how often these reports must be submitted. It is anticipated that reports will be due within thirty days of each reporting period, and within one hundred and twenty days of the final completion of the award period.

Applicants should be aware of the post award reporting requirements reflected in 2 CFR 200 Appendix XII—Award Term and Condition for Recipient Integrity and Performance Matters.

**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 project or sector and/or regions or country, the successful applicant will be required to maintain separate accounting records.

## G. FEDERAL AWARDING AGENCY CONTACTS

For assistance with the requirements of this funding opportunity, please contact PretoriaGrants@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 project, and the percentage of their time that will be spent on the project.

Travel: Estimate the costs of travel and per diem for this project, for project staff, consultants or speakers, and participants/beneficiaries. If the project 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 project, which has a useful life of more than one year (or a life longer than the duration of the project), 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 project. 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 carry out the project activities.

Other Direct Costs:  Describe other costs directly associated with the project, 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 project 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% 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.