U.S. DEPARTMENT OF STATE
U.S. EMBASSY KYIV
Office of the Assistance Coordinator
Notice of Funding Opportunity

Funding Opportunity Title: Development Cooperation Partnership (DCP) Program, formerly known as Emerging Donors Challenge Program (EDCP), Round 11
Funding Opportunity Number: 11 (grants.gov opportunity ID: 351322)
Deadline for Applications: **February 6, 2024, at 11:59 PM EEST**
CFDA Number: 19.700
Total Amount Available: $2,000,000

A. PROGRAM DESCRIPTION

U.S. Embassy Kyiv's Office of the Assistance Coordinator announces an open competition for organizations to submit applications for the eleventh round of the DCP to continue building U.S. foreign assistance partnerships with 11 eligible partner donor governments (PDGs) in Central and Eastern Europe aimed at supporting aspirations of the Ukrainian people for European integration, democratic transformation, peace, and security. Please carefully follow all instructions below.

Priority Region: EUR (Ukraine)

Program Objectives:

The U.S. Department of State Office of the Assistance Coordinator for Europe and Eurasia (EUR/ACE) has launched the eleventh round of the DCP program in Ukraine to continue building U.S. foreign assistance partnerships with 11 eligible partner donor governments in Central and Eastern Europe: **Bulgaria, Croatia, Czech Republic, Estonia, Hungary, Latvia, Lithuania, Poland, Romania, Slovakia, and Slovenia.** Through the DCP initiative, the United States builds partnerships with these partner donor countries by co-financing joint foreign assistance activities aimed at sharing the PDGs' transition and EU integration experiences with Ukraine, and promoting Ukraine's legislative, economic, social, and technological approximation to EU standards.

EUR/ACE has identified the following priority objectives for the eleventh round of DCP funding:

Energy and Cyber Security: The U.S. Embassy Kyiv's Office of the Assistance Coordinator will consider proposals that improve energy and cyber security in Ukraine. On energy, proposals could support Ukraine's efforts to improve the legislative and regulatory environment for the energy sector and comply with EU and Energy Community requirements. Proposals could also enhance energy diversification by improving the ability of Ukraine to plan, implement, and sustain energy projects, including clean technology and renewable energy initiatives, and by increasing opportunities for Western investment. Cyber activities could include proposals to assist Ukraine to develop critical cybersecurity capacities within the public and private sector,

promote public awareness of cybersecurity and cyber hygiene, strengthen detection and response mechanisms, or develop curricula for cybersecurity training.

Access to Western Markets: The U.S. Embassy Kyiv's Office of the Assistance Coordinator will consider proposals that increase integration with Western markets, establish a fair and transparent business environment, and increase opportunities for U.S. investment and trade. Proposals could include facilitating the implementation of relevant EU and international standards, improving the ease of doing business while promoting labor rights, or enhancing the ability of private sector companies to compete in Western markets and increase exports. Proposals may address the movement of skilled workers out of Ukraine (brain drain) and other labor shortages or develop best practices to balance economic growth with environmental protection.

Strengthening Resilience through Democratic Consolidation: The U.S. Embassy Kyiv's Office of the Assistance Coordinator will consider proposals that build greater democratic resilience in Ukraine. This could include proposals to strengthen independent media and civil society organizations, combat disinformation, improve media literacy, approximate EU legislation in judicial and anti-corruption areas, bolster democratic institutions, and increase government transparency and accountability, including through e-governance capabilities and decentralization reform and other efforts needed to narrow the space for corruption to occur. Proposals may also include support for higher education development, reform, and integration with the European Union, and proposals to improve English language proficiency among students, government officials, and Ukrainian professionals in the spheres of strategic industries, including but not limited to energy, border service, civil infrastructure, communications, food industry, and education.

Societal Resilience & Protection: The U.S. Embassy Kyiv's Office of Assistance Coordinator invites PDGs' organizations to submit social protection proposals under the eleventh round of the DCP program in Ukraine. This could include services provided to women and children, who have been the victims of war crimes, including the victims of the gender bases violence (GBV), and accountability & oversight element of holding individuals responsible for GBV; uninterrupted provision of social services to internally displaced people (IDPs), vulnerable and war-affected populations, including support for critical local and regional government functions and provision of education. The proposals may include training of social service professionals to continue providing social protection services, psycho-social support, psychological and physical rehabilitation of war victims and war veterans.

Programmatic Restrictions:

The DCP Program is limited to the abovementioned key thematic areas, and is unable to consider proposals that involve:
- Physical infrastructure projects, including reconstruction, renovations, repair works.
- Humanitarian assistance, including the provision of emergency food, shelter, or relief commodities to vulnerable populations.
- Humanitarian demining operations.

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Participants and Audiences:

DCP Program only accepts proposal for consideration with 50% of the total cost secured by one of the partner donor governments, the other 50% should be requested from the DCP. No single DCP contribution may exceed $500,000. Most DCP projects are funded through grants in the DCP of $30,000 - $100,000, with a DCP maximum of $500,000. Multiple PDG partners may contribute to the same activities, and implementing organizations may include **government entities, research institutions, and/or nongovernmental organizations**. Most DCP activities will likely entail co-financing new projects. U.S. Embassy Kyiv, however, may consider other means of collaboration, such as co-financing existing U.S. or PDG assistance activities or enhancing ongoing U.S. assistance activities by facilitating the participation of PDG officials or PDG-identified experts. Selected activities should include a significant amount of content from institutions, advisors or other sources of knowledge in the PDG countries in order to meet the DCP objective of fostering the transfer of transition experience to the beneficiary country. There is no limitation on the number of proposals submitted from one organization or one partner donor government.

B. FEDERAL AWARD INFORMATION

Length of performance period: 6 - 18 months
Number of awards anticipated: 15 - 20 awards (based on the availability of funds)
Award amounts: No PDGs' cost share limitations. No single DCP contribution may exceed $500,000.
Total available funding: $2,000,000
Type of Funding: FY23/FY24 AEECA Regional
Anticipated Time to Award: 6 months (summer 2024)

This notice is subject to availability of funding.

Funding Instrument Type: Grant

Program Performance Period: Proposed programs should be completed in 18 months or less.

C. ELIGILILITY 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, research institutions
- Public International Organizations and Governmental institutions

2. Cost Sharing or Matching

DCP Program only accepts proposal for consideration with 50% of the total cost secured by one of the partner donor governments, the other 50% should be requested from the DCP. Most DCP activities will likely entail co-financing new projects. U.S. Embassy Kyiv, however, may consider other means of collaboration, such as co-financing existing U.S. or PDG assistance activities or enhancing ongoing U.S. assistance activities by facilitating the participation of PDG officials or PDG-identified experts. Selected activities should include a significant amount of content from institutions, advisors or other sources of knowledge in the PDG countries in order to meet the DCP objective of fostering the transfer of transition experience to the beneficiary country.

3. Other Eligibility Requirements

In order to be eligible to receive an award, all organizations must have a Unique Entity Identifier (UEI) number issued via www.SAM.gov as well as a valid registration on www.SAM.gov. Please see Section D for more information.

D. APPLICATION AND SUBMISSION INFORMATION

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 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. Please submit proposals only in Microsoft Word format.

Summary Page: Cover sheet stating the applicant's name and organization, proposal date, program title, program total budget, cost share secured by the PDG and cost share requested under the DCP program, proposal proposed start and end date, and brief purpose of the proposal.

Proposal: 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**: A description of past and present operations, showing ability to carry out the program, including information on all previous grants from the U.S. Embassy and/or U.S. government agencies and international donors.

- **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 Budget:** Please indicate how you plan to expense the funds under the program.
- **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.
- **Program Monitoring and Evaluation Plan:** This is an important part of successful grants. Throughout the time-frame of the grant, how will the activities be monitored to ensure they are happening in a timely manner, and how will the program be evaluated to make sure it is meeting the goals of the grant?
- **Future Funding or Sustainability:** Applicant's plan for continuing the program beyond the grant period, or the availability of other resources, if applicable.

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
- Letter confirmation from the DCP partner donor government on funding contribution
- Official permission letters, if required for program activities

Submission Dates and Times
Applications are due no later than **February 6, 2024, at 11:59 PM EEST**

Other Submission Requirements
All application materials must be submitted by email to:
HetunYI@state.gov

Required Registrations:

All organizations, whether based in the United States or in another country, must have a Unique Entity Identifier (UEI) and an active registration with the SAM.gov. A UEI is one of the data elements mandated by Public Law 109-282, the Federal Funding Accountability and Transparency Act (FFATA), for all Federal awards.

Note: As of April 2022, a DUNS number is no longer required for federal assistance applications.

The 2 CFR 200 requires that sub-grantees obtain a UEI number. Please note the UEI for sub-grantees is not required at the time of application but will be required before an award is processed and/or directed to a sub-grantee.

Note: The process of obtaining or renewing a SAM.gov registration may take anywhere from 4-8 weeks. <u>Please begin your registration as early as possible</u>.

- Organizations **based outside of the United States** and that do not pay employees within the United States do not need an EIN from the IRS but do need a UEI number prior to registering in SAM.gov.

- **<u>Please note that as of November 2022 and February 2022 respectively, organizations based outside of the United States that do not intend to apply for U.S. Department of Defense (DoD) awards are no longer required to have a NATO Commercial and Government Entity (NCAGE) code or CAGE code to apply for non-DoD foreign assistance funding opportunities.</u>** If an applicant organization is mid-registration and wishes to remove a CAGE or NCAGE code from their SAM.gov registration, the applicant should submit a help desk ticket ("incident") with the Federal Service Desk (FSD) online at <u>www.fsd.gov</u> using the following language: "I do not intend to seek financial assistance from the Department of Defense. I do not wish to obtain a CAGE or NCAGE code. I understand that I will need to submit my registration after this incident is resolved in order to have my registration activated."

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Organizations based outside of the United States and that DO NOT plan to do business with the DoD should follow the below instructions:

Step 1: Proceed to SAM.gov to obtain a UEI and complete the SAM.gov registration process. SAM.gov registration must be renewed annually.

E. APPLICATION REVIEW INFORMATION

1. Criteria

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

Quality and Feasibility of the Project Concept – 25 points: The project proposal is well developed, with a clear goal, objectives, activities, and indicators. Applicant explains how the proposed project activities will be carried out within the project duration. The proposal includes a reasonable implementation plan and timeline.

Budget – 20 points: 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 and complies with federal regulations.

Monitoring and evaluation plan – 15 points: Applicant details how project success will be measured 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.

Organizational Capacity and Record on Previous Grants – 25 points: Applicant has demonstrated 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.

Sustainability – 15 points: Applicant explains how activities will continue to have positive impact after the end of the project.

2. Review and Selection Process

The DCP Review Committee will evaluate all eligible applications.

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.

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: 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:
    - 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),
    - 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),
    - 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),
    - 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
    - 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.

Payment Method:

Grantees may request payments on a reimbursement or advance basis by completing form SF-270—Request for Advance or Reimbursement and submitting the form to the Grants Officer Representative. 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 Grantee in carrying out the purpose of project. The timing and amount of advance payments must be as close as is administratively feasible to the actual disbursements by the Grantee for direct program or project costs and the proportionate share of any allowable indirect costs.

G. FEDERAL AWARDING AGENCY CONTACTS

If you have any questions about the grant application process, please contact:
HetunYI@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 carry out 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% of 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.