

**U.S. DEPARTMENT OF STATE
U.S. MISSION TÜRKİYE**

Notice of Funding Opportunity

Funding Opportunity Title:	U.S. Mission Türkiye, Public Diplomacy Grants Program
Funding Opportunity Number:	TR-APS-FY23-01
Deadline for Applications:	Rolling Basis with a Quarterly Review
CFDA Number:	19.040 – Public Diplomacy Programs
Total Amount Available:	\$500,000.00 Pending Availability of Funds
Maximum for Each Award:	\$35,000.00

A. PROGRAM DESCRIPTION

U.S. Mission Türkiye of the U.S. Department of State is pleased to announce that funding is available through its Public Diplomacy Grants Program. This is an Annual Program Statement, outlining our funding priorities, the strategic themes we focus on, and the procedures for submitting requests for funding. Please carefully follow all instructions below.

Purpose of Public Diplomacy Grants Program: U.S. Mission Türkiye invites proposals for projects that strengthen ties between the U.S. and Türkiye through cultural and exchange programming that highlights shared values and promotes bilateral cooperation. All proposals must include a U.S. 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 Public Diplomacy Grants Programs include, but are not limited to:

- Academic and professional seminars, conferences, and speaker programs;
- Artistic and cultural workshops, joint performances, and exhibitions featuring participants from the United States;
- Cultural heritage conservation and preservation projects;
- Professional and academic exchanges and training programs;

Priority Program Areas:

Support Shared Security

Projects for consideration in this category should support and advance cooperation between the United States and Türkiye through efforts to promote cooperation in NATO and other multilateral security organizations, cybersecurity, counterterrorism, the role of women in peace and security, address transnational crime and increase cooperation in the eastern Mediterranean.

Strengthen Economic Prosperity and Promote Innovation

Proposals are welcome to increase cooperation between U.S. and Turkish scientists and industry, particularly in the fields of green technology, bio-technology, clean energy, space, combatting climate change and developing the blue economy. These projects could include the utilization of

technology to meet local needs, training on the importance of the free flow of data and improving the data literacy of citizens to take advantage of publicly-available information. Proposals that partner with U.S. private sector firms to strengthen business-to-business relationships and those that harness Turkish-Americans' knowledge, experience, and investment resources to spur growth in economically disadvantaged regions across Turkey are welcome.

Reinforce Democratic Values

Proposals in this area should reinforce respect for international human rights norms within Türkiye, counter gender-based violence, support gender issues, promote the rule of law and freedom of expression, and/or strengthen the capacity of Turkish media and civil society in order to advocate for human rights and freedoms.

Note: Proposals under this category do not require a U.S. element but will be viewed as stronger proposals with one.

Advance Turkish and U.S. Cultural Ties

Proposals for this category should include projects and activities which seek to build cultural, artistic and social ties between the Turkish and American people and promote a positive understanding of the value of the relationship between the two countries. Proposals aiming to raise awareness on protecting and/or restoring important cultural and historical sites are also welcome.

Note: Proposals related to the protection and/or restoration of important cultural and historical sites do not require a U.S. element but will be viewed as stronger proposals with one.

Foster Turkish and U.S. Ties Through Education

Proposals for this category will focus on fostering mutual understanding and ties between Turkish and U.S. organizations, higher education institutions and individuals. Project areas will include, but are not limited to: English language education, STREAM education, higher education training & development, K-12 training & resource development, academic conferences and academic exchanges. Projects that increase student mobility from the United States to Türkiye and vice versa are welcome. Proposals here may also aim to assist Turkish media as well as media consumers in identifying and responding to misinformation and disinformation.

Participants and Audiences:

Projects focused on underserved communities are encouraged. Projects that meet this criterion will receive extra consideration. Projects must have a public teaching/public dialogue or educational component addressing Turkish audiences. Proposals including activities located outside Türkiye's metropolitan areas are encouraged. Projects in the following categories must have a clear U.S. element: Support Shared Security, Strengthen Economic Prosperity, and Promote Innovation, Foster Turkish and U.S. Ties Through Education, and Advance Turkish and U.S. Cultural Ties. Projects in these categories not meeting this criterion will be disqualified. Proposals aiming to protect and/or restore important cultural and historical sites do not require a U.S. element but will be viewed as stronger proposals with one.

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 programs
- Scientific research;
- Projects intended primarily for the growth or institutional development of the organization; or
- Projects that duplicate existing projects;
- Commercial projects;
- Scholarships to support educational opportunities or study and research for individuals

Authorizing legislation, type and year of funding:

Funding authority rests in the Smith Mundt Act, Public Diplomacy Funds.

B. FEDERAL AWARD INFORMATION

Length of performance period: Maximum 24 months

Award amounts: Awards may range from a minimum of \$15,000 to a maximum of \$35,000

Total available funding: \$500,000.00 Pending Availability of Funds

Type of Funding: Fiscal Year 2023 Public Diplomacy Funding

Anticipated project start date: Three months after proposal is submitted

This notice is subject to availability of funding.

Funding Instrument Type: Grant.

Project Performance Period: Proposed projects should be completed in 24 months or less.

The Public Diplomacy Section 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.

C. ELIGIBILITY INFORMATION

1. Eligible Applicants

U.S. Mission Türkiye encourages applications from the United States and Türkiye:

- Registered not-for-profit organizations, including think tanks and civil society/non-governmental organizations with project experience

- Individuals
- Non-profit or governmental educational institutions

For-profit or commercial entities and not-for-profit companies (such as techno parks) are not eligible to apply.

There are no such restrictions for project partners.

2. Cost Sharing or Matching

Applications that have in-kind or cost-sharing support are considered stronger and will be given extra consideration.

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.3 for more information. Individuals are not required to have a UEI or be registered in SAM.gov.

Note: Proposals submitted by applicants who have started the process to obtain a Unique Entity Identifier (UEI) number and register with www.SAM.gov however have not been able to finalize the process will be considered eligible for review.

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.

Organizations or individuals with an existing, open grant with U.S. Mission Türkiye are ineligible to apply for additional grants until the existing grant is closed.

D. APPLICATION AND SUBMISSION INFORMATION

1. Address to Request Application Package

Application forms required below are available at <https://tr.usembassy.gov/education-culture/grant-opportunities> and www.grants.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 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 mandatory documents are submitted by e-mail to GrantsTurkey@state.gov by the given deadline per cycle. If any documents are found to be missing, the application package will be considered incomplete and therefore ineligible for further evaluation in this competition cycle.

The following documents are **required**:

1. Mandatory application forms

1. SF424 Forms: Please make sure to submit all three SF424 forms. These forms can be found under the “Docs & Forms for Applicants” section of the Embassy’s Grant Opportunities webpage <https://tr.usembassy.gov/education-culture/grant-opportunities/>

1.1. Form SF-424 (Application for Federal Assistance for organizations) if applying as an organization or **form SF-424-I** (Application for Federal Assistance for individuals) if applying as an individual.

1.2. Form SF424A (Budget Information for Non-Construction programs)

1.3. Form SF424B (Assurances for Non-Construction programs)

2. Grant Application Form: Please use the Grant Application form provided under the “Docs & Forms for Applicants” section of the Embassy’s Grant Opportunities webpage <https://tr.usembassy.gov/education-culture/grant-opportunities/> The proposal should contain sufficient information that anyone not familiar with it would understand exactly what the applicant wants to achieve. Please do not exceed the character limits.

2.1. Budget Justification Narrative: The budget justification narrative section is at the end of the Grant Application Form. Explain how and why each budget line item helps to meet the project deliverables. In other words, describe each of the budget expenses as to how the costs were estimated and justify the need for the cost. Include information about your project’s scalability. For example, can your budget increase or decrease based on such factors as the number of participants or geographic spread? Note that increased budget flexibility can increase a proposal’s competitiveness.

Make sure that your application package consists of at least 4 attachments (mentioned above). If any of the documents mentioned above are missing, the submitted application will be considered ineligible, regardless of the amount of funding requested.

Optional Documents

- Legal registration documents of civil society organizations and non-profit organizations
- One page CV or resume of each key personnel who are proposed for the project
- Letters of support from project partners describing the roles and responsibilities of each partner or a Memorandum of Understanding among all partners (if applicable)
- Official permission letters, if required for project activities
- If your organization has a NICRA and includes NICRA charges in the budget, your latest NICRA should be included as a PDF file (This is applicable to only U.S. organization).

3. Unique Entity Identifier and System for Award Management (SAM.gov)

Required Registrations:

All organizations applying for grants (except individuals) must obtain these registrations. All are free of charge:

- www.SAM.gov registration which will generate a UEI
- NCAGE/CAGE code

Any applicant with an exclusion 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.”

The Unique Entity Identifier (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. SAM.gov is the Federal government's primary database for complying with FFATA reporting requirements. OMB designated SAM.gov as the central repository to facilitate applicant and recipient use of a single public website that consolidates data on all federal financial assistance. Under the law, it is mandatory to register in SAM.gov.

Starting April 2022, the UEI will be assigned when an organization registers or renews its registration in SAM.gov at www.SAM.gov. To access SAM.gov an organization is required to have a Login.gov account. Organization can create an account at <https://login.gov/>. As a reminder, organizations need to renew its sam.gov registration annually.

US-based organizations: A CAGE code will be automatically assigned when the U.S. organizations registers in www.sam.gov. CAGE must be renewed every 5 years. Site for CAGE : <https://cage.dla.mil/Home/UsageAgree>. Grantees may be asked for more information to finalized and must comply.

Foreign-based organizations: Must apply for a NCAGE code before registering in SAM.gov. Go to : <https://eportal.nspa.nato.int/AC135Public/CageTool/home> to apply for a NCAGE code. NCAGE codes must be renewed every 5 years.

It is in the organization's best interest to check if their CAGE/or NCAGE codes are active. Organizations are required to register/or renew their CAGE or NCAGE codes **prior** to registering or renewing www.sam.gov . Both registration and renewals for both CAGE and NCAGE can take up to 10 days. Organization's legal address in NCAGE/CAGE must mirror www.sam.gov.

www.sam.gov requires all entities to renew their registration once a year in order to maintain an active registration status in SAM.gov. It is the responsibility of the applicant to ensure it has an active registration in SAM.gov.

If an organization plans to issue a sub-contract or sub-award, those sub-awardees must also have a unique entity identifier (UEI number). Those entities can register for a UEI only at SAM.gov.

Note: As of April 2022, a DUNS number is no longer required.

4. Submission Dates and Times

U.S. Mission Türkiye will accept proposals throughout the year and will review proposals according to the following schedule:

- Deadline to submit proposals for the first cycle: January 15, 2023, 17:00 Türkiye time
- Deadline to submit proposals for the second cycle: March 1, 2023, 17:00 Türkiye time
- Deadline to submit proposals for the third cycle: June 1, 2023, 17:00 Türkiye time

Applicants will be notified of review committee decisions after the panel following their grant submission.

No applications will be accepted after June 1, 2023.

5. Funding Restrictions

Activities that are not typically funded include but are not limited to: Paying to complete activities begun with other funds; political party activities; charitable activities; construction projects; fund-raising campaigns; commercial projects; scholarships to support educational opportunities or study and research for individuals; or projects aimed only at primary institutional development of the organization.

Lump sum costs, alcoholic beverages, entertainment costs and vague budget line items, such as “Miscellaneous Items” or “Unforeseen Expenses” will not be funded. Proposals with budgets in large part requesting funding for travel to the United States will be viewed unfavorably.

6. Other Submission Requirements

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

- Please do not send applications via cloud transfer systems or with Google Drive links.
- Do not send e-mail with win.rar and win.zip attachments.
- The Mission’s e-mail system has a 25 MB limitation. Any e-mail which exceeds 25 MB may not be delivered. Should your application package exceed 25 MB, consider sending it in several smaller e-mails.
- All applicants will receive an automatically sent confirmation e-mail. Applicants who send multiple e-mails will only receive one automatically sent confirmation e-mail. Please check your spam/junk mailbox and make sure you have received the confirmation e-mail. If you do not receive it, this means we did not receive your application.

E. APPLICATION REVIEW INFORMATION

1. Criteria

Each application will be evaluated and rated on the basis of the evaluation criteria outlined below. The criteria listed are closely related and are considered as a whole in judging the overall quality of an application.

Organizational Capacity– 5 points:

- o The applicant has expertise in its stated field and has the internal controls in place to manage federal funds. (up to 2.5 points)
- o The applicant has planned ahead in regards to who the key personnel will be and what roles they will undertake. (up to 2.5 points)

Support of Equity and Underserved Communities – 5 points:

- o The proposal clearly demonstrates how the project will support and advance equity and engage underserved communities in project administration, design, and implementation.

Quality and Feasibility of the Project Idea – 20 points:

- o Clear, concise, and well-supported statement of the problem. (up to 5 points)
- o The need for the proposed project, goals and objectives are clearly stated. (up to 5 points)
- o The project ideas are well-developed, with detail about how the project will be carried out. (up to 5 points)
- o The proposal includes a reasonable implementation timeline and effectively allocates resources (up to 5 points)

U.S. Element – 10 points

- o The project has a potential to further the relationship between Turkey and the U.S. (up to 5 points)
- o The applicant will partner with a U.S. organization or includes a U.S. expert. The project clearly promotes U.S. values and the topic area applied for. (up to 5 points)

Impact and Outcome – 10 points:

- o Goals and objectives are clearly stated, and project approach is likely to provide maximum impact in achieving the proposed results. (up to 5 points)
- o Project shows strong potential to reach a new or large target audience. (up to 5 points)

Monitoring and Evaluation plan – 10 points:

- o Applicant demonstrates it can measure project success against key indicators and provides milestones to indicate progress toward goals outlined in the proposal (up to 5 points)
- o The project includes output and outcome indicators and the proposed evaluation provides tangible/measurable products (up to 5 points).

Branding and Marketing / Visibility – 5 points

- o The project has a well thought out marketing plan and strategy. Explains how the U.S. support will be visible and how the U.S. element will be promoted.

Sustainability – 10 points

- o Project activities will continue to have positive impact after the conclusion of the project. (up to 5 points)
- o Applicant has a continuity plan, will be able to add new components if the project continues and secure funds for the continuation of the project. (up to 5 points)

Risk Assessment – 5 points

- o Risk Assessment – Applicant has laid out possible risks; has developed alternate and contingency plans.

Budget – 20 points:

- o Realistic - The budget is realistic, accounting for all necessary expenses to achieve proposed activities (up to 5 points)
- o Reasonable – Costs are reasonable in relation to the proposed activities and anticipated results (up to 5 points)
- o Scalable – The project's scale and budget can be reduced, if necessary (up to 5 points)
- o Cost sharing – The applicant is seeking funds from other sources or willing to contribute (up to 5 points)

2. Review and Selection Process

A Grants Review Committee will evaluate all eligible applications.

3. 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 §200.205 Federal awarding agency review of risk posed by applicants.

4. Anticipated Announcement and Federal Award Dates

Applications received prior to the deadline of each cycle will be periodically reviewed and applicants will be notified of review committee decisions after the panel following their proposal submission.

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 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: Payments will be made in three installments, as needed to carry out the project activities.

Organizations whose applications will not be funded will also be notified via email.

2. Administrative and National Policy Requirements

Terms and Conditions: 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 200, 2 CFR 600, Certifications and Assurances, and the Department of State Standard Terms and Conditions, all of which are available at: <https://www.state.gov/about-us-office-of-the-procurement-executive/>. Note the U.S Flag branding and marking requirements in the Standard Terms and Conditions.

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.

G. FEDERAL AWARDING AGENCY CONTACTS

If you have any questions about the grant application process, please contact GrantsTurkey@state.gov

Note: We do not provide any pre-consultation for application related questions that are addressed in the NOFO. Once an application has been submitted, State Department officials and staff — both in the Department and at embassies overseas — may not discuss this competition with applicants until the entire proposal review process is completed.

H. OTHER INFORMATION

Guidelines for Budget Justification

Personnel: 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. 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. Mission. 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.