



ExchangeAlumni

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CALL FOR PROPOSALS

Alumni Engagement Innovation Fund 2023

U.S. Department of State
U.S. Embassy Berlin

The Embassy of the United States in Berlin announces an open competition for past participants of U.S. government-funded and U.S. government-sponsored exchange programs – U.S. exchange alumni – to submit applications to the **2023 Alumni Engagement Innovation Fund (AEIF 2023)**. AEIF provides U.S. exchange alumni with funding to expand on skills gained during exchange experiences to design and implement innovative solutions to global challenges facing their community.

This year, we seek proposals from **teams of at least two alumni OR one alumni association** that focus on projects aligned with the United States' commitment to counter disinformation, including, but not limited to the following formats:

- Media literacy trainings for social media users
- Outreach campaigns, particularly with focus on topical issues such as the energy transition
- Innovative formats educating youth and underrepresented communities as multipliers to counter disinformation amongst peers.



ELIGIBILITY INFORMATION

- Projects teams must include teams of at least two (2) alumni.
- Alumni who are U.S. citizens may not submit proposals, but U.S. citizen alumni may participate as team members in a project.
- Alumni teams may be comprised of alumni from different exchange programs and different countries.
- Applications must be submitted by exchange alumni or alumni associations of USG exchange alumni. Not-for-profit, non-governmental organizations, think tanks, and academic institutions are not eligible to apply in the name of the organization but can serve as partners for implementing project activities.

FEDERAL AWARD INFORMATION

Closing date for applications: Sunday, March 19, 2023, 2400 hr.

Please submit your proposal to germanalumni@state.gov.

Expected size of individual awards: Between \$5,000 to \$35,000.

Program Performance Period: Proposed programs should be completed by 31 December 2024.

APPLICATION 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.

Please ensure:

- The proposal clearly addresses the goals and objectives of this funding opportunity.



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- All documents are in English.
- The budget is in U.S. dollars and is submitted using the designated AEIF 2023 budget form, including the budget justification narrative.

The following documents and information are required:

1. Mandatory application forms:
 - Proposal form (word document) (file name: "AEIF23_Germany_[project name]")
 - Budget form (excel document) (file name: "AEIF23_Germany_[project name]")
2. Project Team Information: At least two exchange alumni team members are required for a project to be considered for funding. Applications need to provide the name and contact information, describe the role each team member will have in the project, and their experience, qualifications, and ability to carry out that role. Applicants need to indicate what proportion of the team member's time will be used in support of the project.
3. Proposal Summary: A short narrative which outlines the proposed project, including challenge/s to be addressed, project objectives, and anticipated impact.
4. Project Goals and Objectives: The goal/s of the proposed project need to describe what the project is intended to achieve and include the objectives which support the goal/s. Objectives should be specific, measurable, and realistically achievable in a set time frame.
5. Project Methods, Design, and Timeline: A description of how the project is expected to work to solve the stated problem and achieve the goal/s. This should include a description of the project's direct and indirect beneficiaries as well as a plan on how to continue the program beyond the grant period, or the availability of other resources, if applicable. The proposed timeline for the project activities should include the dates, times, and locations of planned activities and events. Applicants may also submit proposed workshop or training agendas and materials.



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6. **Local Project Partners:** A list of partners who will support the proposed project, if applicable.
7. **Communication Plan:** The communication plan should include a communication and outreach strategy for promoting the proposed project. It may include social media, websites, print news, or other forms of media intended to use to share information about the project to beneficiaries and the public. Communications should include AEIF 2023, ExchangeAlumni, and U.S. Embassy branding.
8. **Project Monitoring and Evaluation Plan:** The Monitoring and Evaluation component of the proposal should outline in detail how the proposal's activities will advance the program's goals and objectives. This should include any outcomes showing a change in knowledge, awareness, and attitudes; improved quality of services; increased capacity at a school, group; etc. Proposals should also include how the grantee will measure the impact of planned activities.
9. **Budget Justification Narrative:** Applicants must submit a detailed budget and budget narrative justification utilizing the template provided. Line-item expenditures should be listed in the greatest possible detail. Budgets shall be submitted in U.S. dollars and final grant agreements will be conducted in U.S. dollars.

Budget Restrictions: AEIF 2023 does not support the following activities or costs, and the selection committee will deem applications involving any of these activities or costs ineligible:

- Any airfare to/from the United States and its territories
- Activities that take place in the United States and its territories
- Staff salaries, office space, and overhead/operational expenses
- Large items of durable equipment or construction programs
- Alcohol, excessive meals, refreshments, or entertainment
- Academic or scientific research
- Charitable or development activities
- Provision of direct social services to a population
- Individual scholarships
- Social travel/visits
- Gifts or prizes



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- Duplication of existing programs
- Institutional development of an organization
- Venture capital, for-profit endeavors, or charging a fee for participation in project
- Support for specific religious activities
- Fund-raising campaigns
- Support or opposition of partisan political activity or lobbying for specific legislation

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.

QUESTIONS & INFORMATION SESSIONS

If you have any questions regarding the application process and proposal structure, please sign up [here](#) for our virtual information session on Wednesday, January 11, 2023, 5.00 pm or reach out via email to germanalumni@state.gov or Antonia Chibuzor (chibuzora@state.gov).



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