**Funding Opportunity Title:**American Corner Programming  
**Funding Opportunity Number:**  DOSPNG – 23- GR 004  
**Application Deadline:**July 15, 2023

**Please refer to detailed review schedules in section IV.**

Award Floor: $500 USD

Award Ceiling: $5,000 USD

**CFDA Number:**  19.040 – Public Diplomacy Programs

Funding Opportunity Description

The Public Diplomacy Section of the U.S. Embassy Port Moresby (PD Port Moresby) announces an open competition for organizations to submit applications to support the development and implementation of strategic educational programming at American Corner and American Center in Port Moresby.

American Corner and American Center educational programs are planned in consultation with the U.S. Embassy Public Affairs Section. Programs should be free to the public and utilize the help of volunteers and local partners. Programs should take advantage of the resources available in the space, such as our 3D printer, computers, cameras, microphones, and other equipment.

Programs should focus on one of the following themes:

* Economic Empowerment and Technology - advance economic independence and sustainable development, particularly for women, youth and vulnerable population to.
* Media Literacy – to develop a society that is able to recognize false information or question the accuracy of information.
* Civic Education – promote participation in government, teaching rule of law, the role of the constitution, and leadership.
* Environment and Climate - to promote sustainable businesses models, train business owners about environmental awareness, or to develop an understanding of ways to sustainably manage ecosystems and natural resources while doing business.

﻿Core Programs

1. Providing accurate, compelling, timely and audience-appropriate information about the United States – its history, culture, society, values, and foreign policies.

2. Facilitating business English, English for job skills, CV and resume writing, research skills, and technical writing.

3. Promoting higher education study in the United States by providing international students with accurate, comprehensive, and current guidance on applying to U.S. colleges and universities.

4. Promoting science, technology, engineering, arts, and mathematics (STEAM).

**Priority Region:**

Primary activities must take place at the American Corner, located in the National Library, or the American Center, located in the U.S. Embassy Port Moresby. Secondary activities may bring American Corner programs to local audiences such as schools and universities, provided there is a connection to the American Corner. Budgets may include some costs to transport participants to the American Corner or American Center.

**Project Requirements**

Locally established, not-for-profit organizations, non-profit educational institutions or government institutions may submit proposals for up to USD $5,000.00 to conduct programming in the American Corner or American Center.

Priority is given to grants that create positive ties between Papua New Guinea and the United States, such as through programming that educates between Papua New Guinean audiences about American culture, history, values, holidays or traditions. Programs may include, but are not limited to; tutoring sessions, book club meetings, literacy programs, guest speakers, educational programs with reference to any thematic area (i.e. business English, environment, science, trade, justice, media, information technology, etc.).

The project period for this grant is October 2023 – September 2024.

Priority will be given to proposals that engage youth with innovative, strategic, and academically effective project ideas.

The proposal should disclose any other partnering organizations or co-funding for the project/program.

Educational Program proposals may include modest administrative expenses, including honoraria/partial salaries of grant implementers and travel costs for speakers and subject matter experts, but only when they are directly linked to the conduct of the specific grant program. General operating expenses, long-term infrastructure costs and undefined miscellaneous or “overhead” expenses are not acceptable.

Grant funds may not be used to fund travel to international conferences, nor may they be used for food and drink expenses.

Grant funds may be used for seminars and workshops, but proposals must describe the expected audience, content, and timeframe, and justify the activity in terms of outcome and benefits.

Grant funds may be used for the publication of materials, but proposals must describe the audience, content and means of distribution.

Project funds may not be used for partisan political activity, construction projects, projects that support specific religious activities, lobbying for specific legislation.

It is highly encouraged that prospective applicants visit the American Corner or American Center to get an idea of the resources currently available before submitting proposals.

**FEDERAL AWARD INFORMATION**

Length of performance period: A maximum of 12 months.  
Number of awards anticipated: 8  
Total available funding: $40,000 (Subject to availability of funds).  
Anticipated program start date: Fall 2023.

**This notice is subject to availability of funding.**

**Funding Instrument Type:** Grant or Cooperative Agreement.

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

**Eligible Applicants**

U.S., international, orPapua New Guinean non-governmental organizations, foundations, business organizations, academic institutions, think tanks, government agencies, or public institutions with a non-profit status.

**Electronic Requirement:**  Proposals must be submitted by email to [pdportmoresby@state.gov](mailto:pdportmoresby@state.gov) by midnight, July 15, 2023, Port Moresby time.

The following organizations registered in Papua New Guinea are eligible to apply:

* Registered public or private non-profit organizations, such as business associations, foundations, and civil society/non-governmental organizations with programming experience.
* Non-profit or governmental educational institutions; and
* Governmental institutions

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

**1. Application Submission Deadline:**All applications must be received by July 15, 2023. This deadline is firm and if an organization fails to meet the deadline noted above their application will be considered ineligible and will not be considered for funding.

Proposals should be submitted to the U.S. Embassy Port Moresby at the following email address PDPortMoresby@state.gov

Applicants must include the Funding Opportunity Title and Funding Opportunity Number in the subject line of their email. Applications must be submitted in English. Applicants will receive a confirmation e-mail from the Embassy and/or Consulate to indicate that we have received your proposal.

The following requirements must be met for all submissions:

* Budgets must be in USD
* All documents must be in Microsoft Office file formats.

**3. The application package should include:**

* **Cover Letter** (optional):
* **Proposal Summary**:
* **Proposal:**
* **Introduction to the Organization:**
* **Problem Statement**:
* **Project Goals and Objectives**:
* **Program Activities:**
* **Program Methods and Design:**
* **Proposed Project Schedule:**
* **Key Personnel:**
* **Project Monitoring and Evaluation**
* **Potential for Multiplier Effect/Longer-term Impact/Sustainability:**
* **Media/Communications Plan:**
* **Proposed Budget:**
* **Other Attachments:**
  + 1-page CV or resume of key personnel who are proposed for the program
  + Letters of support from program partners, if applicable;

**This Notice of Funding Opportunity and the related project contest cannot finance any of the following:**

* Long-term infrastructure needs and construction projects.
* Materials and equipment (unless purchased for the purpose of providing training to the participants and contingent on a maintenance plan)
* Partisan political activity
* Trade activities.
* Fund-raising campaigns.
* Commercial projects.
* Scientific research.
* Projects aiming only at primary institutional development of the organization.
* Programs that support specific religious activities
* For profit endeavors
* Programs intended primarily for the growth or institutional development of the organization.
* Charitable activities.
* Projects that duplicate existing projects.
* International travel, unless specifically justified within the project and in line with the Fly America Act (see more at <https://www.gsa.gov/policy-regulations/policy/travel-management-policy/fly-america-act>);

**APPLICATION REVIEW INFORMATION**

Each application will be evaluated and rated based on the evaluation criteria outlined below:

* **Quality and Feasibility of the Program Idea**
* **Organizational Capacity and Record on Previous Grants**
* **Program Planning/Ability to Achieve Objectives**
* **Budget**
* **Monitoring and evaluation plan**
* **Media/Communications Plan**

A Review Committee will evaluate all eligible applications. Successful applicants will receive official written notification by email and detailed information on finalizing grant awards. Organizations whose applications will not be funded will also be notified via email.

Grant awards are contingent upon availability of U.S. Government funding and signing of official grant documents. Verbal or other informal communications cannot be considered official notification of an award, and applicants may not incur expenses for a proposed project until all required administrative procedures have been completed.

**INQUIRIES**

If you have any questions about the grants application process or would like a proposal template, please contact PD Port Moresby at [PDPortMoresby@state.gov](mailto:PDPortMoresby@state.gov)

Proposals must be submitted by email to [pdportmoresby@state.gov](mailto:pdportmoresby@state.gov) by midnight, July 15, 2023, Port Moresby time.