

Dated: January 11, 1995.

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*Deputy Associate Director, Bureau of
Educational and Cultural Affairs.*

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Conflict Resolution

ACTION: Notice—Request for proposals.

SUMMARY: The Office of Citizen Exchanges (E/P) announces a competitive grants program for nonprofit organizations in support of projects on the theme of Conflict Resolution for audiences in the following geographical areas: Sub-saharan Africa; American Republics; East Asia (Korea, regional); Eastern Europe and the NIS; South Asia; and Western Europe (Northern Ireland, Greece-Cyprus-Turkey). USIA particularly is seeking projects which link American institutions and specialists with partners overseas. New and creative approaches to the issue of conflict resolution will be especially welcome. Proposals which request USIA funding of less than \$135,000 and which include significant cost sharing will be deemed more competitive.

Interested applicants are urged to read the complete Federal Register announcement before addressing inquiries to the Office or submitting their proposals.

After the deadline for submitting proposals, USIA officers may not discuss this competition in any way with applicants until final decisions are made.

Announcement name and number: All communications concerning this announcement should refer to the Conflict Resolution Grant Program, announcement number E/P-95-39. Please refer to title and number in all correspondence or telephone calls to USIA.

DATES: Deadline for Proposals: All copies must be received at the U.S. Information Agency by 5 p.m. Washington, D.C. time on March 3, 1995. Faxed documents will not be accepted, nor will documents postmarked on March 3, 1995, but received at a later date. It is the responsibility of each grant applicant to ensure that proposals are received by the above deadline.

FOR FURTHER INFORMATION CONTACT: Interested organizations/institutions must contact the Office of Citizen Exchanges, E/PL, Room 216, United States Information Agency, 301 4th Street, S.W., Washington, D.C. 20547, telephone (202) 619-5326, fax (202)

260-0437, to request detailed application packets, which include award criteria, all application forms, and guidelines for preparing proposals, including specific criteria for preparation of the proposal budget. Please direct inquiries on programmatic matters to the USIA Officer identified under each geographic heading.

ADDRESSES: Applicants must follow all instructions given in the Proposal Submission Instructions (PSI) and send only complete applications to: U.S. Information Agency, REF: E/P-95-39 Conflict Resolution Grant Competition, Grants Management Division (E/XE), 301 Fourth Street, S.W., Room 336, Washington, D.C. 20547.

SUPPLEMENTARY INFORMATION: Pursuant to the legislation authorizing the Bureau of Education and Cultural Affairs, programs must maintain a non-political character and should be balanced and representative of the diversity of American political, social, and cultural life. "Diversity" should be interpreted in the broadest sense and encompass differences including but not limited to race, gender, religion, geographic location, socio-economic status, and physical challenges. Applicants are strongly encouraged to adhere to the advancement of this principle.

Overview

The Office of Citizen Exchanges works with U.S. private sector non-profit organizations on cooperative international group projects that introduce American and foreign participants to each others' social, economic, and political structures; and international interests.

Guidelines

Applicants should carefully note the following restrictions and recommendations for proposals in specific geographical areas:

Africa, Sub-Saharan

Proposals are invited to conduct a program to promote democratic society through the constructive management of conflict. The program can be defined at the local level or national level for one or more countries in Sub-saharan Africa. When conflict has arisen along religious, cultural, linguistic, or class lines, it is usually framed in pejorative or narrow terms which impede understanding and resolution. Sometimes, conflict has been fomented along such lines for political purposes. This program should address such problems by helping to develop skills to frame issues in non-disparaging terms which are amenable to negotiation and consensus building and to develop

mechanisms for making community decisions and managing power in ways which respect diversity while advancing common interests. The program should be comprised of at least two phases, one of which would bring African participants to the U.S., and the other phase would send U.S. counterparts to Africa.

Inquiries should be directed to Program Specialist Charlotte Peterson, (202) 619-5319, Internet CPETERSO@USIA.GOV

American Republics

USIA is interested in receiving proposals for the development of exchange programs to support conflict resolution in Haiti. Observers have long attributed that country's historic inability to construct a modern civil society at least in part to a "winner take all" attitude that governs relationships at every level. In a populace that is sharply divided in almost every way imaginable—rich and poor, rural and urban, educated and illiterate, civil and military, etc.—with almost nothing in between, there is little incentive or precedent for compromise. Instead, each side is continuously at war with the other, resulting in predictable cycles of victimization, aggression, retaliation and revenge. Proposing organizations should seek to work with indigenous counterparts that can help to introduce and then to institutionalize functional conflict resolution strategies in Haiti. Inquiries should be directed to Program Specialist Laverne Johnson, (202) 619-5326, Internet LJOHNSON@USIA.GOV

Western Europe

USIA is interested in receiving projects for Western Europe in the following fields:

- Proposals on Northern Ireland presenting creative ideas to exchange grassroots/community based participants to study models of reconciliation and mediation techniques through site visits, workshops and internships;
- Proposals for Greece, Cyprus and Turkey designed to improve professional media skills. The program might commence with a four to six week seminar for participants from the three countries which would serve to establish linkages between the media in the three countries, and their American counterparts, and perhaps challenge some of the stereotypes about each country. This program should include a minimum of a one-week internship with either a TV station, radio station, or newspapers in order for the participants to have first-hand

experience with U.S. journalists and medial outlets. Inquiries should be directed to Program Specialist Christina Miner, (202) 619-5319, Internet CMINER@USIA.GOV

East Asia

USIA requests proposals in the following areas:

- Projects that address the North-South dialogue in Korea;
- Regional or subregional projects on the role and use of conflict resolution to address and resolve social issues. Projects might deal with women's issues, labor rights or ethnic/tribal tensions. Inquiries should be directed to Program Specialist Elroy Carlson, (202) 619-5326, Internet ECARLSON@USIA.GOV

Eastern and Central Europe and the NIS

USIA will accept proposals for the development of an exchange program to support conflict resolution in Eastern and Central Europe and the NIS. Proposals may not include support for conferences and symposia. Proposals should address reduction of tension among ethnic groups by (1) development of national or regional indigenous institutions through training of trainers in negotiation and conflict resolution or by (2) implementation of specific projects designed to encourage cooperation among ethnic communities. The latter might include issues related to local government administration or civic education at the secondary level. Inquiries should be directed to Program Specialist Steve Sutton, (202) 619-5326, Internet SSUTTON@USIA.GOV

South Asia

Proposals are invited for an exchange program to develop pilot projects in the field of human rights education and conflict resolution in selected South Asian countries. A thorough consciousness of and respect for universal human rights as declaimed by the United Nations General Assembly is fundamental to peaceful conflict resolution and to the establishment and operation of genuinely democratic institutions. This project would develop educational programs for human rights activists which would focus not, as has usually been the case, on reacting to human rights violations but rather on preventing violations and conflict through instilling a general awareness of and insistence upon human rights as a point of commonality. The operating assumption is that when people insist on the recognition of their own and others' rights, conflict is resolved more constructively and democracy can be developed as a truly popular movement.

The project should include theoretical and experiential training in the United States, lasting several weeks, for a group of not less than eight human rights activists from South Asia and a follow-on, reinforcement visit to South Asia by American specialists to collaborate in conducting workshops, developing institutes, etc. Inquiries should be directed to Program Specialist Thomas Johnston, (202) 619-5319, Internet TJOHNSTO@USIA.GOV

Program Parameters

The Office of Citizen Exchanges strongly encourages the coordination of activities with respected universities, professional associations, and major cultural institutions in the U.S. and abroad, but particularly in the U.S. Projects should be intellectual and cultural, not technical. Vocational training (an occupation other than one requiring a baccalaureate or higher academic degree; i.e., clerical work, auto maintenance, etc. and other occupations requiring less than two years of higher education) and technical training (special and practical knowledge of a mechanical or a scientific subject which enhances mechanical, narrowly scientific, or semi-skilled capabilities) are ineligible for support. In addition, scholarship programs are ineligible for support.

The Office does not support proposals limited to conferences or seminars (i.e., one to fourteen-day programs with plenary sessions, main speakers, panels, and a passive audience). It will support conferences only insofar as they are part of a larger project in duration and scope which is receiving USIA funding from this competition. USIA-supported projects may include internships; study tours; short-term, non-technical training; and extended, intensive workshops taking place in the United States or overseas. The themes addressed in exchange programs must be of long-term importance rather than focused exclusively on current events or short-term issues. In every case, a substantial rationale must be presented as part of the proposal, one that clearly indicates the distinctive and important contribution of the overall project, including where applicable the expected yield of any associated conference. No funding is available exclusively to send U.S. citizens to conferences or conference-type seminars overseas; neither is funding available for bringing foreign nationals to conferences or to routine professional association meetings in the United States. Projects that duplicate what is routinely carried out by private sector and/or public sector operations will not

be considered. The Office of Citizen Exchanges strongly recommends that applicants consult with host country USIS posts, *prior* to submitting proposals.

Selection of Participants

All grant proposals should clearly describe the types of persons who will participate in the program as well as the process by which participants will be selected. It is recommended that programs in support of U.S. internships include letters tentatively committing host institutions to support the internships. In the selection of foreign participants, USIA and USIS posts retain the right to nominate all participants and to accept or deny participants recommended by grantee institutions. However, grantee institutions are often asked by USIA to suggest names of potential participants. The grantee institution will also provide the names of American participants and brief (two pages) biographical data on each American participant to the Office of Citizen Exchanges for information purposes. Priority will be given to foreign participants who have not previously travelled to the United States.

Additional Guidance

The Office of Citizen Exchanges offers the following additional guidance to prospective applicants:

1. Except where noted in the text, the Office of Citizen Exchanges encourages projects proposals involving more than one country. Pertinent rationale which links countries in multi-country projects should be included in the submission.

2. Proposals for bilateral programs are subject to review and comment by the USIS post in the relevant country, and pre-selected participants will also be subject to USIS post review.

3. Bilateral programs should clearly identify the counterpart organization and provide evidence of the organization's participation.

4. The Office of Citizen Exchanges will consider proposals for activities which take place exclusively in other countries when USIS posts are consulted in the design of the proposed program and in the choice of the most suitable venues for such programs.

5. Office of Citizen Exchanges grants are not given to support projects whose focus is limited to technical or vocational subjects, or for research projects, for publications funding, for student and/or teacher/faculty exchanges, for sports and/or sports related programs. Nor does this office provide scholarships or support for

long-term (a semester or more) academic studies.

Funding

Proposals which request USIA funding of less than \$135,000 and which include significant cost sharing will be deemed more competitive. Organizations with less than four years of successful experience in managing international exchange programs are limited to \$60,000. Applicants are invited to provide both an all-inclusive budget as well as separate sub-budgets for each program component, phase, location, or activity in order to facilitate USIA decisions on funding. While an all-inclusive budget must be provided with each proposal, separate component budgets are optional. Since USIA grant assistance constitutes only a portion of total project funding, proposals should list and provide evidence of other anticipated sources of financial and in-kind support. Cost sharing may be in the form of allowable direct or indirect costs.

The Recipient must maintain written records to support all allowable costs which are claimed as being its contribution to cost participation, as well as costs to be paid by the Federal government. Such records are subject to audit. The basis for determining the value of cash and in-kind contributions must be in accordance with OMB Circular A-110, Attachment E—Cost Sharing and Matching and should be described in the proposal.

Eligible Costs

The following project costs are eligible for consideration for funding:

1. International and domestic air fares; visas; transit costs; ground transportation costs.
2. Per Diem. For the U.S. program, organizations have the option of using a flat \$140/day for program participants or the published U.S. Federal per diem rates for individual American cities. For activities outside the U.S., the published Federal per diem rates must be used.

Note: U.S. escorting staff must use the published Federal per diem rates, not the flat rate.

3. Interpreters. If needed, interpreters for the U.S. program are provided by the U.S. State Department Language Services Division. Typically, a pair of simultaneous interpreters is provided for every four visitors who need interpretation. USIA grants do not pay for foreign interpreters to accompany delegations from their home country. Grant proposal budgets should contain a flat \$140/day per diem for each Department of State interpreter, as well

as home-program-home air transportation of \$400 per interpreter plus any U.S. travel expenses during the program. Salary expenses are covered centrally and should not be part of an applicant's proposed budget.

4. Book and cultural allowance. Participants are entitled to and escorts are reimbursed a one-tome cultural allowance of \$150 per person, plus a participant book allowance of \$50. U.S. staff do not get these benefits.

5. Consultants. May be used to provide specialized expertise or to make presentations. Daily honoraria generally do not exceed \$250 per day.

Subcontracting organizations may also be used, in which case the written agreement between the prospective grantee and subcontractor should be included in the proposal.

6. Room rental, which generally should not exceed \$250 per day.

7. Materials development. Proposals may contain costs to purchase, develop, and translate materials for participants.

8. One working meal per project. Per capita costs may not exceed \$5–8 for a lunch and \$14–20 for a dinner; excluding room rental. The number of invited guests may not exceed participants by more than a factor of two to one.

9. A return travel allowance of \$70 for each participant which is to be used for incidental expenditures incurred during international travel.

10. In most cases, USIA-funded delegates will be covered under the terms of a USIA-sponsored health insurance policy with the premium is paid by USIA directly to the insurance company. For additional information on insurance coverage, contact the E/P program officer.

11. Other costs necessary for the effective administration of the program, including salaries for grant organization employees, benefits, and other direct and indirect costs per detailed instructions in the application package. Please refer to the Application Package for complete budget guidelines.

Review Process

USIA will acknowledge receipt of all proposals and will review them for technical eligibility. Proposals will be deemed ineligible if they do not fully adhere to the guidelines established herein and in the Application Packet. Eligible proposals will be forwarded to panels of USIA officers for advisory review. All eligible proposals will also be reviewed by the budget and contract offices, as well the USIA geographic regional office and the USIS post overseas, where appropriate. Proposals may also be reviewed by the USIA's

Office of General Counsel or by other Agency elements. Funding decisions are at the discretion of the USIA Associate Director for Educational and Cultural Affairs. Final technical authority for grant awards resides with USIA's contracting officer.

Review Criteria

USIA will consider proposals based on their conformance with the objectives and considerations already stated in this RFP, as well as the following criteria:

1. *Quality of Program Idea*

Proposals should exhibit originality, substance, precision, and relevance to the Agency mission.

2. *Program Planning*

Detailed agenda and relevant work plan should demonstrate substance undertakings and logistical capacity. Agenda and plan should adhere to the program overview and guidelines described above.

3. *Ability to Achieve Program Objectives*

Objectives should be reasonable, feasible, and flexible. Proposal should clearly demonstrate how the institution will meet the program objectives and plan.

4. *Multiplier Effect*

Proposed programs should strengthen long-term mutual understanding, including maximum sharing of information and establishment of long-term institutional and individual linkages.

5. *Value to U.S.—Partner Country Relations*

Proposed projects should receive positive assessments by USIA's geographic area desk and overseas officers of program need, potential impact, and significance in the partner.

6. *Institutional Capacity*

Proposed personnel and institutional resources should be adequate and appropriate to achieve the program or project's goal.

7. *Institution Reputation/Ability*

Proposal should demonstrate an institutional record of successful exchange programs, including responsible fiscal management and full compliance with all reporting requirements for past Agency grants as determined by USIA's Office of Contracts. The Agency will consider the past performance of prior recipients and the demonstrated potential of new applicants.

8. Follow-On Activities

Proposals should provide a plan for continued follow-on activity (without USIA support) which ensures that USIA supported programs are not isolated events.

9. Evaluation Plan

Proposals should provide a plan for a thorough and objective evaluation of the program/project by the grantee institution.

10. Cost-Effectiveness

The overhead and administrative components of the proposal, including salaries and honoraria, should be kept as low as possible. All other items should be necessary and appropriate.

11. Cost-Sharing

Proposals should maximize cost-sharing through other private sector support as well as institutional direct funding contributions.

12. Support of Diversity

Proposal should demonstrate the recipients' commitment to promoting the awareness and understanding of diversity throughout the program. This can be accomplished through documentation (such as a written statement or account) summarizing past and/or on-going activities and efforts that further the principle of diversity within both their organization and their activities.

Notice

The Office of Citizen Exchanges reserves the right to reduce, revise, or increase the grant award. The terms and conditions published in the Request For Proposals (RFP) are binding and may not be modified by any USIA representative. Explanatory information provided by USIA that contradicts published language will not be binding. Issuance of the RFP does not constitute an award commitment on the part of the Government. Final awards cannot be made until funds have been fully appropriated by the Congress, allocated and committed through internal USIA procedures.

Notification

All applicants will be notified of the results of the review process on or about April 28, 1995. Awarded grants will be subject to periodic reporting and evaluation requirements.

Dated: January 11, 1995.

Dell Pendergrast,

Deputy Associate Director, Bureau of Educational and Cultural Affairs.

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Local Government

ACTION: Notice—Request for proposals.

SUMMARY: The Office of Citizen Exchanges (E/P) announces a competitive grants program for nonprofit organizations in support of projects on the theme of LOCAL GOVERNMENT for audiences in the following geographical areas: Sub-Saharan Africa; American Republics; East Asia (Peoples Republic of China); and Western Europe (Italy). USIA particularly is seeking projects which link American institutions and specialists with partners overseas. New and creative approaches to the issue of local government will be especially welcome. Proposals which request USIA funding of less than \$135,000 and which include significant cost sharing will be deemed more competitive.

Interested applicants are urged to read the complete Federal Register announcement before addressing inquiring to the Office or submitting their proposals.

After the deadline for submitting proposals, USIA officers may not discuss this competition in any way with applicants until final decisions are made.

Announcement name and number: All communications concerning this announcement should refer to the Local Government Grant Program, announcement number E/P-95-41. Please refer to title and number in all correspondence or telephone calls to USIA.

DATES: Deadline for Proposals: All copies must be received at the U.S. Information Agency by 5 p.m. Washington, DC time on March 3, 1995. Faxed documents will not be accepted, nor will documents postmarked on March 3, 1995, but received at a later date. It is the responsibility of each grant applicant to ensure that proposals are received by the above deadline.

FOR FURTHER INFORMATION CONTACT: Interested organizations/institutions must contact the Office of Citizen Exchanges, E/P, Room 216, United States Information Agency, 301 Fourth Street, SW., Washington, DC 20547, telephone (202) 619-5326, fax (202) 260-0437 to request detailed application packets, which include award criteria, all application forms, and guidelines for preparing proposals, including specific criteria for preparation of the proposal budget. Please direct inquiries on programmatic matters to the USIA Officer identified under each geographic heading.

ADDRESSES: Applicants must follow all instructions given in the Proposal

Submission Instructions and send only complete applications to: U.S. Information Agency, REF: E/P-95-41 Local Government Grant Competition, Grants Management Division (E/XE), 301 Fourth Street, SW., Room 336, Washington, DC 20547.

SUPPLEMENTARY INFORMATION: Pursuant to the legislation authorizing the Bureau of Education and Cultural Affairs, programs must maintain a non-political character and should be balanced and representative of the diversity of American political, social, and cultural life. "Diversity" should be interpreted in the broadest sense and encompass differences including but not limited to race, gender, religion, geographic location, socio-economic status, and physical challenges. Applicants are strongly encouraged to adhere to the advancement of this principle.

Overview

The Office of Citizen Exchanges works with U.S. private sector non-profit organizations on cooperative international group projects that introduce American and foreign participants to each others' social, economic, and political structures; and international interests.

Guidelines

Applicants should carefully note the following restrictions and recommendations for proposals in specific geographical areas:

Africa

The Role of Local Government in a Democracy

Proposals are initiated to conduct a program for 3-4 countries in one subregion of Africa (southern, eastern, central, or western) which would promote effective governmental administration and planning at the grassroots level. Issues to be addressed might include local-national government relations, fundraising and budgeting at the local level, methods for assessing local needs and resources, public-private partnerships for local planning and development, services at local level (e.g., water, health, refuse disposal, zoning, community planning, etc) and administrative skills. Participants would include local government administrators and policy makers (e.g., managers, mayors, local council representatives) and persons who liaise between localities and national governments. The program should include at least two phases, one of which would bring Africans to the U.S. and the other of which would send U.S. counterparts to participating