

support) which insures that USIA supported programs are not isolated events.

9. Project Evaluation. Proposals should include a plan to evaluate the activity's success, both as the activities unfold and at the end of the program. USIA recommends that the proposal include a draft survey questionnaire or other technique plus description of a methodology to use to link outcomes to original project objectives. Award-receiving organizations/institutions will be expected to submit intermediate reports after each project component is concluded or quarterly, whichever is less frequent.

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. Value to U.S.-Partner Country Relations. Proposed projects will be assessed by USIA's geographic area desk and overseas officers with regard to program need, potential impact, and significance in the partner country.

#### Notice

The terms and conditions published in this RFP are binding and may not be modified by any USIA representative. Explanatory information provided by the Agency that contradicts published language will not be binding. Issuance of the RFP does not constitute an award commitment on the part of the Government. The needs of the program may require the award to be reduced, revised, or increased. Final awards cannot be made until funds have been appropriated by Congress, allocated and committed through internal USIA procedures.

#### Notification

All applicants will be notified of the results of the review process on or about May 12, 1995. Awards made will be subject to periodic reporting and evaluation requirements.

Dated: January 31, 1995.

#### John P. Loiello,

*Associate Director, Educational and Cultural Affairs.*

[FR Doc. 95-2935 Filed 2-8-95; 8:45 am]

BILLING CODE 8230-01-M

#### Hubert H. Humphrey Fellowship Program

**ACTION:** Notice—request for proposals.

**SUMMARY:** The Office of Academic Programs of the United States Information Agency's Bureau of Educational and Cultural Affairs announces an open competition for an assistance award. Washington-based public and private non-profit organizations meeting the provisions described in IRS regulation 501(c)(3) may apply to assist USIA in the administration of the Hubert H. Humphrey Fellowship Program Washington Workshop. The organization shall plan and implement a seven-day conference for approximately 180 mid-career professionals from developing countries, Central/Eastern Europe, and the NIS during November 11-17, 1995.

Overall grant making authority for this program is contained in the Mutual Educational and Cultural Exchange Act of 1961, Public Law 87-256, as amended, also known as the Fulbright-Hays Act. The purpose of the Act is "to enable the Government of the United States to increase mutual understanding between the people of the United States and the people of other countries \* \* \*; to strengthen the ties which unite us with other nations by demonstrating the educational and cultural interests, developments, and achievements of the people of the United States and other nations \* \* \* and thus to assist in the development of friendly, sympathetic and peaceful relations between the United States and the other countries of the world." Programs and projects must conform with Agency requirements and guidelines outlined in the Solicitation Package. USIA projects and programs are subject to the availability of funds.

**Announcement name and number:** All communications with USIA concerning this announcement should refer to the above title and reference number E/ASU-95-04.

**DATES:** Deadline for proposals: All copies must be received at the U.S. Information Agency by 5 p.m. Washington, D.C. time on Thursday, March 23, 1995. Faxed documents will not be accepted, nor will documents postmarked on March 23 but received at a later date. It is the responsibility of each applicant to ensure that proposals are received by the above deadline.

**FOR FURTHER INFORMATION CONTACT:** Ms. Leigh Rieder or Ms. Carolyn Gabrielson, Specialized Programs Unit, E/ASU, U.S. Information Agency, 301 4th Street, S.W., Washington, D.C. 20547, telephone: (202) 619-5289, fax:

(202) 401-1433, internet address: LRIEDER@USIA.GOV, to request a Solicitation Package, which includes more detailed award criteria; all application forms; and guidelines for preparing proposals, including specific criteria for preparation of the proposal budget. Please specify the USIA Program Officer, Leigh Rieder, on all inquiries and correspondence. Interested applicants should read the complete **Federal Register** announcement before addressing inquiries to the Specialized Programs Unit or submitting their proposals. Once the RFP deadline has passed, the Specialized Programs Unit may not discuss this competition in any way with applicants until the Bureau proposal review process has been completed.

**ADDRESSES:** Applicants must follow all instructions given in the Solicitation Package. The original and six copies of the application should be sent to: U.S. Information Agency, Ref.: E/ASU-95-04, Office of Grants Management, E/XE, Room 336, 301 4th Street, S.W., Washington, D.C. 20547.

**SUPPLEMENTARY INFORMATION:** Pursuant to the Bureau's authorizing legislation, 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 Hubert H. Humphrey Fellowship Program provides a year of non-degree, graduate level study and related professional experiences to mid-level professionals from developing countries, Central/Eastern Europe, and the NIS. Fellowships are granted competitively to public- and private-sector candidates with a commitment to public service in the fields of natural resources/environmental management, public policy analysis/administration, economic development, agricultural development/economics, finance/banking, human resource management/personnel, urban and regional planning, public health policy/management, technology policy/management, educational planning, and communications/journalism. Fellows are placed by professional field in groups of 10-12 at one of 15 participating host universities around

the country. The Agency is assisted in the administration of the program by the Institute of International Education (IIE) under a cooperative agreement with the Agency. Fellows are nominated for the program by USIA overseas posts or Fulbright Commissions based on their potential for national leadership, commitment to public service, and professional and academic qualifications. By providing these future leaders with exposure to U.S. society, and to current U.S. approaches to the fields in which they work, the program provides a basis for establishing lasting ties among U.S. citizens and their professional counterparts in other countries.

The objectives of the Washington Workshop are to:

- \* Enhance fellows' understanding of U.S. social, cultural, and political processes and institutions to provide a framework for interpreting the events of their fellowship year;
- \* Provide opportunities for professional networking among fellows and with Washington area peers;
- \* Introduce fellows to the unique resources available in Washington, D.C.

#### Guidelines

Non-profit organizations with key program staff based in the Washington, D.C. metropolitan area and available for frequent meetings with USIA staff are invited to submit proposals. Organizations also must have experience in conference management, professional exchanges, and international exchanges. Only organizations with at least four years of experience in international exchange activities are eligible to apply for this award.

The Agency encourages proposals from eligible organizations whose staffs reflect a broad variety of ethnic backgrounds, whose programs encompass a range of diversity interests, and/or whose mission includes furthering the interests of traditionally under-represented groups.

The recipient organization will be responsible for most arrangements associated with this workshop. These include organizing a coherent schedule of activities, making lodging and local transportation arrangements for participants, preparing all necessary support materials, working with Humphrey Coordinators from host universities and IIE staff to achieve maximum workshop effectiveness, conducting a final evaluation, and other details which are outlined in the Solicitation Package. Drafts of all printed materials developed for the workshop should be submitted to the

Agency for review and approval. All official documents should highlight the U.S. government's role as program sponsor and funding source.

#### Proposed Budget

The award for this project may not exceed \$235,000, and cost sharing is strongly encouraged. Applicants must submit a comprehensive, line-item budget for the entire workshop. Specific guidance is contained in the Solicitation Package. There must be a summary budget as well as a break-down reflecting both the administrative budget and the program budget. Please refer to the Solicitation Package for complete budget guidelines and formatting instructions.

#### 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 started herein and in the Solicitation Package. Eligible proposals will be forwarded to panels of USIA officers for advisory review. All eligible proposals will be reviewed by the Agency contracts office. Proposals may also be reviewed by the Office of the 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 assistance awards (grants or cooperative agreements) resides with the USIA grants officer.

#### Review Criteria

Technically eligible applications will be competitively reviewed according to the criteria stated below. These criteria are not rank ordered and all carry equal weight in the proposal evaluation:

1. Quality/responsiveness of the program idea. Proposals should exhibit originality, substance, precision, cultural sensitivity, and responsiveness to the material set forth herein and in the Solicitation Package. Proposals should clearly demonstrate how the institution will meet the workshop's objectives and plan.
2. Multiplier effect/impact. Proposed programs should strengthen long-term mutual understanding and encourage collaboration among fellows and with U.S. counterparts after the fellowship year.
3. Support of Diversity. Proposals should demonstrate the recipient's commitment to promoting the awareness and understanding of diversity.
4. Institutional Capacity. Proposed personnel and institutional resources

should be adequate and appropriate to achieve the workshop's goals.

5. Institution's Record/Ability. Proposals 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. Successful experience with organizing workshops for international participants is also very desirable. The Agency will consider the past performance of prior recipients and the demonstrated potential of new applicants.

6. Project Evaluation. Proposals should include a plan to evaluate the workshop's success, both as the activities unfold and at the end of the program. USIA recommends that the proposal include a draft survey questionnaire or other technique plus description of a methodology to use to link outcomes to original workshop objectives.

7. 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.

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

#### Notice

The terms and conditions published in this RFP are binding and may not be modified by any USIA representative. Explanatory information provided by the Agency that contradicts published language will not be binding. Issuance of the RFP does not constitute an award commitment on the part of the Government. The needs of the program may require the award to be reduced, revised, or increased. Final awards cannot be made until funds have been appropriated by Congress, allocated and committed through internal USIA procedures.

#### Notification

All applicants will be notified of the results of the review process on or about May 8, 1995. Awards made will be subject to periodic reporting and evaluation requirements.

Dated: January 31, 1995.

**John P. Loiello,**  
Associate Director, Educational and Cultural Affairs.

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