

the past the competition for assistance awards will be conducted among public and private non-profit organizations that demonstrate disciplinary expertise in the arts and meet the provisions described in IRS regulation 26 CFR 1.501(c)(3)-1.

Overall grant making and funding 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."

USIA's ability to award grants under this program is contingent upon the availability of funds.

The regional arts organizations cooperating with the Creative Arts Exchanges Division in its Discretionary Program follow.

Regional Arts Organizations

Arts Midwest

Operates in states of Illinois, Indiana, Iowa, Michigan, Minnesota, North Dakota, Ohio, South Dakota and Wisconsin.

Mid-America Arts Alliance

Operates in states of Arkansas, Kansas, Missouri, Nebraska, Oklahoma and Texas.

Mid-Atlantic Arts Foundation

Operates in states of Delaware, Maryland, New Jersey, New York, Pennsylvania, Virginia, West Virginia as well as the District of Columbia.

New England Foundation for the Arts

Operates in states of Connecticut, Maine, Massachusetts, New Hampshire, Rhode Island, Vermont.

Southern Arts Federation

Operates in states of Alabama, Florida, Georgia, Kentucky, Louisiana, Mississippi, North Carolina, South Carolina, Tennessee.

Western States Arts Federation

Operates in states of Alaska, Arizona, California, Colorado, Hawaii, Idaho, Montana, Nevada, New Mexico, Oregon, Utah, Washington, Wyoming.

FOR FURTHER INFORMATION: Please contact the Office of Arts America, Creative Arts Exchanges Division, Room 568, U.S. Information Agency, 301 4th Street, SW., Washington, DC 20547 (Phone: 202-619-5338, Fax 202-619-6315, Internet: ARTS@USIA.gov.

Dated: October 19, 1995.

John P. Loiello,

Associate Director, Bureau of Educational and Cultural Affairs.

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UNITED STATES INFORMATION AGENCY

Publication of a Quarterly Reference Journal and Provision of a Research Service for Overseas Educational Advisers

ACTION: Notice—Request for proposals.

SUMMARY: The Advising and Student Services Branch of the United States Information Agency's Bureau of Educational and Cultural Affairs announces an open competition for an assistance award. Public or private non-profit organizations meeting the provisions described in IRS regulation 26 CFR 1.501(c)(3)-1 may apply. In collaboration with the United States Information Agency (USIA), the organization will research, write, edit, and publish a quarterly reference journal to bring timely and in-depth information on issues and topics of importance to overseas educational advisers. Four issues of the publication are to be prepared during the period of the agreement, April 1, 1996 to March 31, 1997. Significant portions of the journal must also be made available on the internet. The organization will also answer reference inquiries from USIA-designated educational advising offices overseas, and compile a bibliography of recommended publications for overseas educational advisers. USIA anticipated awarding up to \$102,500 to one organization for these activities.

OVERVIEW: An ideal proposal should illustrate how the organization will produce a professional journal for overseas educational advisers who are responsible for providing accurate, unbiased information and advising foreign nationals about opportunities for studying in the United States. Each issue will be centered on an overall theme related to trends and developments in international student mobility, the practice of educational advising, or U.S. higher education which will enhance the guidance given by overseas educational advisers to

international students and others who inquire about opportunities for studying in the United States. In addition, each issue will contain current information on one or more of the following: academic news, university programs, new resources, short-term training opportunities, current testing announcements, academic accreditation, new degree programs, news briefs, and financial information considered useful to overseas educational advisers in the conduct of their duties.

To help expand the worldwide availability of information of interest to educational advisers and others involved in international education, the organization must provide electronic access to the major articles in each issue.

GUIDELINES: The organization will produce four issues of the journal: Summer 1996, Fall 1996, Winter 1996, and Spring 1997. Each issue will be at least 32 pages long. The first of the four issues should be published and available for distribution within 90 days of grant receipt, with subsequent issues scheduled to be released each ninety days. In-house desktop publishing facilities are required so that the journal issues will be produced quickly and efficiently in an attractive typeset quality format. In addition, funds will be awarded to enable the recipient to perform supplemental research to provide in-depth responses to inquiries from USIA-affiliated educational advisers overseas. The organization should track requests for information to gauge interest in the field and should use this information to determine themes of future journals. In addition, the research service must be designed to also respond to advisers who have questions that are too narrow or too geographically specific for publication in the aforementioned journal.

The Advising Branch supplies reference materials to overseas advising centers; the organization will be charged with monitoring new print resources related to educational advising and by December 1, 1996 should provide 550 copies of an annotated bibliography of recommended publications for advisers to the Advising Branch.

PROPOSED BUDGET: A comprehensive line item budget should be submitted together with the proposal. The budget should not exceed \$87,500 for publication of four issues of the advising journal and electronic access; \$10,000 for responding directly to research inquiries for USIA-affiliated overseas educational advisers; and no more than \$5,000 of production of the

bibliography. The ability of an organization to sell journal subscriptions and advertising to offset production costs in excess of the grant will be a priority criterion for selection. Grants awarded to eligible organizations with less than four years of experience in conducting international educational programs will be limited to \$60,000 for publication of the journal and conduct of the research service.

The applicant is required to submit a comprehensive line item budget, based on the specific guidance in the Solicitation Package. There must be a summary budget as well as a breakdown of the administrative budget. USIA's grant assistance will not exceed \$102,500. Of this amount, not more than \$32,000 may be attributed to overhead expenses. The \$102,500 is expected to constitute only a portion of the total project funding. Cost sharing is required and the proposal should list other anticipated sources of support. Grant applications should demonstrate financial and in-kind support.

Allowable costs for the program include the following:

- (1) Salaries and fringe benefits
- (2) Other direct costs, printing, utilities, etc.
- (3) Indirect expenses, auditing costs

Applicants should 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 stated 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, as well as the USIA Area Offices and the USIS posts overseas, where appropriate. 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 grant awards resides with USIA's contracting 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. Program Planning: Proposals should exhibit originality, substance, precision, and relevance to produce an attractive quarterly journal which will

successfully address the need for timely information and in-depth and balanced exploration of issues and topics important to overseas educational advisers. In addition, the proposal should illustrate that the resources and professional contacts necessary to respond in a timely manner to inquiries by overseas educational advisers are available.

2. Institution's Track Record/Ability: Proposals should demonstrate an institutional record of successful programs, including responsible fiscal management and full compliance with all reporting requirements for past Agency grants as determined by USIA's Office of Contracts. Proposed personnel and institutional resources should be adequate and appropriate to achieve the program goals.

3. Demonstrated Ability: Proposals should clearly demonstrate how the institution will meet the program's objectives and plan. The proposal should describe editorial and publication capabilities for producing four issues of the advising journal and demonstrate the ability of the organization's staff to provide accurate and timely supplemental research and reference services for responding directly to inquiries from USIA-affiliated educational advisers.

4. Project Evaluation: Proposal should provide a plan for evaluation by the grantee institution, including periodic progress reports. Proposal should include a plan to evaluate the journal's success, both as the issues are printed and at the end of the grant cycle. The recipient organization will be expected to submit intermediate reports after each project component is concluded or quarterly, whichever is less frequent.

5. Cost-Effectiveness: The overhead and administrative components of the proposal, including salaries, should be kept as low as possible. All other items should be necessary and appropriate.

6. Cost-Sharing: Proposals should maximize cost-sharing through other private sector support as well as institutional direct funding contributions. Proposals should demonstrate the ability to sell subscriptions and advertising to offset some of the costs of publishing the journal. All income derived from subscription or advertising sales of the journal must be applied to the production costs.

7. Support of diversity: Proposals should demonstrate the recipient's commitment to promoting the awareness and understanding of diversity, and should expose readers to the widest possible range of views and approaches to U.S. higher education.

Attention should be given to printing articles relating to different kinds of schools and universities from various regions of the U.S.

AUTHORIZATION: Overall grant making authority for this program is contained in the Mutual Educational and Cultural Exchange Act of 1961, Pub. L. 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/ASA-96-08.

DEADLINE FOR PROPOSAL: All copies must be received at the U.S. Information Agency for 5 p.m. Washington, D.C. time on December 26, 1995. Faxed documents will not be accepted, nor will documents postmarked on December 26, 1995 but received at a later date. It is the responsibility of each applicant to ensure that proposals are received by the above deadline. Grant should begin April 1, 1996 and run through March 31, 1997.

FOR FURTHER INFORMATION CONTACT: Advising and Student Services, E/ASA, Room 349, U.S. Information Agency, 301 4th Street, SW., Washington, DC 20547, Tel: (202) 619-5434, Fax: (202) 401-1433, E-mail: althompusia.gov. Potential applicants are encouraged to contact the program office to request an Application 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, Ann Thompson, on all inquiries and correspondences. Interested applicants should read the complete Federal Register announcement before addressing inquiries to E/ASA or submitting their proposals to the United States Information Agency. Once the RFP

deadline has passed, the Bureau of Educational and Cultural Affairs may not discuss this competition in any way with applicants until after the Bureau proposal review process has been completed.

SUBMISSIONS: Applicants must follow all instructions given in the Solicitation Package. The original and ten copies of the complete application, plus one extra copy of the cover sheet, should be sent to: U.S. Information Agency, Ref.: E/ASA-96-08, Office of Grants Management, E/XE, Room 326, 301 4th Street, SW., Washington, DC 20547.

DIVERSITY GUIDELINES: 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, both in program administration and in journal content.

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 Agency reserves the right to reduce, revise, or increase proposal budget in accordance with the needs of the program and availability of funding. 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 March 22, 1996. Awards will be subject to periodic reporting and evaluation requirements.

Dated: October 20, 1995.

Dell Pendergrast,

Associate Director, Educational and Cultural Affairs.

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