

three mentioned above, such as transportation and/or assistive technology. The exclusions that apply to Federally-supported IDAs normally do not extend to these programs.

5. Ordinarily, a plan for achieving self-support (PASS) must specify an employment goal (section 1633(d) of the Act), which refers to getting a particular kind of job or starting a particular business. For the YTD, SSA will approve an otherwise satisfactory PASS that has either career exploration or postsecondary education as its goal. If the goal is postsecondary education, the PASS must provide for developing a work goal at least one year prior to completion of the degree requirements.

Income that an individual uses for PASS expenses does not count when SSA determines SSI eligibility and payment amount. Assets that an individual uses for PASS expenses do not count as resources when SSA determines SSI eligibility.

#### Extended Impact Evaluation Locations

##### Colorado

**Title:** Colorado Youth Work Incentive Network of Supports (WINS).

**Lead Organization:** University of Colorado Health Sciences Center.

**Summary:** Colorado's Youth WINS provides benefits counseling, consumer navigation, career counseling, and individualized job development and placement. Services are provided by a three-person team housed in local workforce centers.

**Project Sites:** Boulder, Larimer, El Paso/Teller, Pikes Peak and Pueblo Counties.

##### New York

**Title:** Transition WORKS.

**Lead Organization:** Erie 1 Board of Cooperative Educational Services (BOCES).

**Summary:** New York's Transition WORKS emphasizes self-advocacy and person-centered planning for youth and families located in Erie County. Transition Works provides job placement, work experience, intensive case management, transition planning, career exploration, and benefits counseling.

**Project Site:** Erie County.

**Title:** CUNY's Youth Transition Demonstration Project.

**Lead Organization:** City University of New York (CUNY).

**Summary:** New York's CUNY Youth Transition Demonstration Project provides person-centered planning, benefits counseling, vocational skills development, recreational activities, self-determination sessions, and parent-

peer mentoring in Saturday group workshops located on CUNY campuses, along with the opportunity to participate in summer work experiences.

**Project Site:** Bronx County.

##### Florida

**Title:** Broadened Horizons Brighter Futures Program.

**Lead Organization:** Abilities, Inc.

**Summary:** Program services include paid work experience and customized job development and placement, self determination curriculum, and a focus on asset building and individual development accounts.

**Project Site:** Miami-Dade County.

##### Maryland

**Title:** Career Transition Program (CTP).

**Lead Organization:** St. Luke's House.

**Summary:** CTP will forge links with school systems and other systems to support employment and effective mental health treatment. The program targets youth with emotional disabilities, and includes a population of SSI and those at risk of becoming SSI recipients.

**Project Site:** Montgomery County, MD.

##### West Virginia

**Title:** West Virginia Youth Works—Youth Transition Project.

**Lead Organization:** Human Resources Development Foundation (HRDF).

**Summary:** In addition to paid and unpaid work experiences, youth will be provided benefits counseling, mentoring, counseling and guidance, case management, and service links. HRDF will partner with the West Virginia University Center for Excellence in Disabilities (WVU CED).

**Project Sites:** Barbour, Harrison, Jackson, Lewis, Marion, Monongalia, Preston, Taylor, Upshur, Wood, Cabell, Fayette, Kanawha, Mason, Mercer, Putnam, Raleigh, and Wayne Counties.

Dated: March 5, 2008.

**Michael J. Astrue,**

*Commissioner of Social Security.*

[FR Doc. E8-5036 Filed 3-12-08; 8:45 am]

**BILLING CODE 4191-02-P**

## DEPARTMENT OF STATE

### [Public Notice 6131]

#### Bureau of Educational and Cultural Affairs (ECA) Request for Grant Proposals: English Language Teaching (ELT) Materials Development Project and English Language Educators Summer Institute

**Announcement Type:** New Cooperative Agreement.

**Funding Opportunity Number:** ECA/A/L-08-02.

**Catalog of Federal Domestic Assistance Number:** 00.000.

**Key Dates: Application Deadline:** May 13, 2008.

**Executive Summary:** The Office of English Language Programs of the Bureau of Educational and Cultural Affairs announces an open competition for the English Language Teaching (ELT) Materials Development Project and English Language Educators Summer Institute in July 2009. U.S. public and private universities, colleges, community colleges and other organizations meeting the provisions described in Internal Revenue Code section 26 U.S.C. 501(c)(3) may submit proposals to provide the following: (1) The development of English language materials suitable to Office of English Language Programs' goals and (2) the design and administration of a three-week professional development program for assessing English language teaching materials for possible adoption into English language teaching programs overseas. For the ELT Materials Development Project, the recipient will develop English Language Teaching materials (print, audio, and online) to become part of the collection of the Office of English Language Programs for use overseas. These should reflect current academic best practices and educational priorities. More detailed information about the ELT materials to be developed under this cooperative agreement is detailed in the Project Objectives, Goals, and Implementation (POGI).

For the English Language Educators Summer Institute to take place in 2009, the recipient will design and administer a three-week professional development program for experienced secondary school and university English language teachers drawn from countries served by U.S. Department of State Regional English Language Officers based overseas.

The focus of the English Language Educators Summer Institute is to familiarize participants with the newly authored materials (created as part of this cooperative agreement), selected

Office of English Language Program publications, U.S. student-centered teaching methods, various materials illustrating U.S. society, culture and diversity, and the role of materials in the language classroom. The exchange experience should also give participants an in-depth experience of American life and culture and contribute to mutual understanding between participants' countries and the United States. The program should include both a theoretical component, provided through professional development seminars in an academic setting, and a practical component, provided through hands on experience assessing and working with selected titles from the Office of English Language Programs. Participants should also create or adapt English language teaching materials suitable for their local context. Applicant organizations should have a demonstrated ability to conduct a substantive academic program, develop English language materials, and manage logistical and administrative aspects of the program.

## I. Funding Opportunity Description

### Authority

Overall grant making authority for this program is contained in the Mutual Educational and Cultural Exchange Act of 1961, as amended, Public Law 87-256, 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." The funding authority for the program above is provided through legislation.

### Purpose

The purpose of this cooperative agreement is two-fold: 1) development of English language materials appropriate to the Office of English Language Programs' goals and 2) design and administration of a three-week English Language Educators Summer Institute with a focus on materials assessment and techniques for participants on how to incorporate Office of English Language Programs' materials into English language teaching programs in their home countries.

The English Language Teaching Materials Development Project for the Office of English Language Programs will allow U.S. missions and programs overseas to provide low-cost, high-quality English language teaching (ELT) materials that demonstrate current best practices in the field appropriate for global audiences.

The follow-on English Language Educators Summer Institute in 2009 will bring approximately twenty-six in-service teachers of English from public institutions (secondary schools and universities) from regions overseas to the U.S. to learn about the role of materials in the language learning classroom—specifically: selecting, assessing, using, and supplementing materials with available resources (internet, realia, articles etc.), as well as incorporating these materials into U.S.-style student-centered teaching methods. Following their program, the participants will return to their home institutions.

This program is designed to assist educators in their classroom pedagogy and to provide these educators with an in-depth exchange experience in the United States. It is intended that this experience will provide a basis for participants' continuing contact with American counterparts in order to promote mutual understanding.

### Guidelines

The English Language Teaching Materials Development Project component of the cooperative agreement will focus on publications relevant and appropriate to ECA/A/L's ongoing English language programming efforts around the world. The effort should focus on updating existing materials and creating supplemental materials (print, audio, and online use) for our current titles. Selection of titles to expand will be made by the Office of English Language Programs in consultation with the recipient.

The Department of State will retain full foreign ownership to the text that is prepared including the right to print, publish, repurpose, and distribute the text in all media including electronic media, and in all languages and editions.

The follow-on English Language Educators Summer Institute should provide participants with thorough exposure to the new materials, their use in the classroom, and student-centered teaching approaches as well as a substantive cultural/educational exchange experience in the United States. The participants will be selected by the Office of English Language Programs in consultation with Regional

English Language Officers (RELOs) and Public Affairs Officers (PAOs) at U.S. embassies.

The recipient should provide substantive information for the pre-departure briefing materials about the program, the program's goals, and expectations of participants. This information should be conveyed electronically via email or fax for optimum efficiency. The recipient should also design a framework for integrating the professional development component and its objectives to reflect the participants' previous education and experience, and promote strategies for participants to share their knowledge with professional counterparts and with students in their classrooms. To help in the design of this framework, organizers should seek participants' input about the needs of local educators in pre- and in-service positions with regards to materials, curricula, and teaching practices.

It is anticipated that the cooperative agreement will begin on or about July 1, 2008, and the recipient should complete all exchange activities by December 31, 2009. The exchange program will take place in July 2009. Please refer to additional program specific guidelines in the Project Objectives, Goals, and Implementation (POGI) document.

## II. Award Information:

*Type of Award:* Cooperative Agreement.

ECA's level of involvement in this program is listed under number I above.

*Fiscal Year Funds:* 2008.

*Approximate Total Funding:* \$500,000.

*Approximate Number of Awards:* 1.

*Approximate Average Award:* \$500,000.

*Anticipated Award Date:* July 1, 2008. *Anticipated Project Completion Date:* December 31, 2009.

*Additional Information:* Pending successful implementation of this program and the availability of funds in subsequent fiscal years, it is ECA's intent to renew this cooperative agreement for two additional fiscal years, before openly competing it again. Pending availability of funds in future fiscal years, the size of the award may increase.

## III. Eligibility Information

**III.1. Eligible applicants:** Applications may be submitted by U.S. public and private universities, colleges, community colleges and other organizations meeting the provisions described in Internal Revenue Code section 26 U.S.C. 501(c)(3).

**III.2. Cost Sharing or Matching Funds:** There is no minimum or maximum

percentage required for this competition. However, the Bureau encourages applicants to provide maximum levels of cost sharing and funding in support of its programs.

When cost sharing is offered, it is understood and agreed that the applicant must provide the amount of cost sharing as stipulated in its proposal and later included in an approved cooperative agreement. Cost sharing may be in the form of allowable direct or indirect costs. For accountability, you must maintain written records to support all costs which are claimed as your contribution, 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, (Revised), Subpart C.23—Cost Sharing and Matching. In the event you do not provide the minimum amount of cost sharing as stipulated in the approved budget, ECA's contribution will be reduced in like proportion.

**III.3. Other Eligibility Requirements:** Bureau grant guidelines require that organizations with less than four years experience in conducting international exchanges be limited to \$60,000 in Bureau funding. ECA anticipates awarding one cooperative agreement, in an amount up to \$500,000 to support program and administrative costs required to implement the ELT Materials Development Project and English Language Educators Summer Institute. Amount available for program and administration of English Language Educators Summer Institute estimated at \$200,000. Therefore, organizations with less than four years experience in conducting international exchanges are ineligible to apply under this competition. The Bureau encourages applicants to provide maximum levels of cost sharing and funding in support of its programs.

#### **IV. Application and Submission Information:**

**Note:** Please read the complete **Federal Register** announcement before sending inquiries or submitting proposals. Once the RFGP deadline has passed, Bureau staff may not discuss this competition with applicants until the proposal review process has been completed.

**IV.1. Contact Information to Request an Application Package:** Please contact Maria Snarski of the Office of English Language Programs, ECA/A/L, Room 304, U.S. Department of State, SA-44, 301 4th Street, SW., Washington, DC 20547, telephone: (202) 453-8841, fax: (202) 453-8858, e-mail: [SnarskiME@state.gov](mailto:SnarskiME@state.gov) to request a

Solicitation Package. Please refer to the Funding Opportunity Number ECA/A/L-08-02 located at the top of this announcement when making your request.

Alternatively, an electronic application package may be obtained from grants.gov. Please see section IV.3f for further information.

The Solicitation Package contains the Proposal Submission Instruction (PSI) document which consists of required application forms, and standard guidelines for proposal preparation.

It also contains the Project Objectives, Goals and Implementation (POGI) document, which provides specific information, award criteria and budget instructions tailored to this competition.

Please specify Maria Snarski, telephone: (202) 453-8841, and refer to the Funding Opportunity Number ECA/A/L-08-02 located at the top of this announcement on all other inquiries and correspondence.

**IV.2. To Download a Solicitation Package Via Internet:** The entire Solicitation Package may be downloaded from the Bureau's Web site at <http://exchanges.state.gov/education/rfgps/menu.htm>, or from the Grants.gov Web site at <http://www.grants.gov>. Please read all information before downloading.

**IV.3. Content and Form of Submission:** Applicants must follow all instructions in the Solicitation Package. The original and seven copies of the application should be submitted per the instructions under IV.3f. "Application Deadline and Methods of Submission" section below.

**IV.3a.** You are required to have a Dun and Bradstreet Data Universal Numbering System (DUNS) number to apply for a grant or cooperative agreement from the U.S. Government. This number is a nine-digit identification number, which uniquely identifies business entities. Obtaining a DUNS number is easy and there is no charge. To obtain a DUNS number, access <http://www.dunandbradstreet.com> or call 1-866-705-5711. Please ensure that your DUNS number is included in the appropriate box of the SF-424 which is part of the formal application package.

**IV.3b.** All proposals must contain an executive summary, proposal narrative and budget.

Please Refer to the Solicitation Package. It contains the mandatory Proposal Submission Instructions (PSI) document and the Project Objectives, Goals and Implementation (POGI) document for additional formatting and technical requirements.

**IV.3c.** You must have nonprofit status with the IRS at the time of application. If your organization is a private nonprofit which has not received a grant or cooperative agreement from ECA in the past three years, or if your organization received nonprofit status from the IRS within the past four years, you must submit the necessary documentation to verify nonprofit status as directed in the PSI document. Failure to do so will cause your proposal to be declared technically ineligible.

**IV.3d.** Please take into consideration the following information when preparing your proposal narrative:

**IV.3d.1 Adherence to All Regulations Governing the J Visa.** The Bureau of Educational and Cultural Affairs is placing renewed emphasis on the secure and proper administration of Exchange Visitor (J visa) Programs and adherence by grantees and sponsors to all regulations governing the J visa.

Therefore, proposals should demonstrate the applicant's capacity to meet all requirements governing the administration of the Exchange Visitor Programs as set forth in 22 CFR 62, including the oversight of Responsible Officers and Alternate Responsible Officers, screening and selection of program participants, provision of pre-arrival information and orientation to participants, monitoring of participants, proper maintenance and security of forms, record-keeping, reporting and other requirements. The recipient will be responsible for issuing DS-2019 forms to participants in this program.

A copy of the complete regulations governing the administration of Exchange Visitor (J) programs is available at <http://exchanges.state.gov> or from: United States Department of State, Office of Exchange Coordination and Designation, ECA/EC/ECD-SA-44, Room 734, 301 4th Street, SW., Washington, DC 20547, Telephone: (202) 203-5029, FAX: (202) 453-8640.

Please refer to the Solicitation Package for further information.

#### **IV.3d.2 Diversity, Freedom and Democracy 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 ethnicity, race, gender, religion, geographic location, socio-economic status, and disabilities. Applicants are strongly encouraged to adhere to the advancement of this principle both in program

administration and in program content. Please refer to the review criteria under the 'Support for Diversity' section for specific suggestions on incorporating diversity into your proposal. Public Law 104-319 provides that "in carrying out programs of educational and cultural exchange in countries whose people do not fully enjoy freedom and democracy," the Bureau "shall take appropriate steps to provide opportunities for participation in such programs to human rights and democracy leaders of such countries." Public Law 106-113 requires that the governments of the countries described above do not have inappropriate influence in the selection process. Proposals should reflect advancement of these goals in their program contents, to the full extent deemed feasible.

#### IV.3d.3. Program Monitoring and Evaluation

Proposals must include a plan to monitor and evaluate the project's success, both as the activities unfold and at the end of the program. The Bureau recommends that your proposal include a draft survey questionnaire or other technique plus a description of a methodology to use to link outcomes to original project objectives. The Bureau expects that the recipient will track participants or partners and be able to respond to key evaluation questions, including satisfaction with the program, learning as a result of the program, changes in behavior as a result of the program, and effects of the program on institutions (institutions in which participants work or partner institutions). The evaluation plan should include indicators that measure gains in mutual understanding as well as substantive knowledge.

Successful monitoring and evaluation depend heavily on setting clear goals and outcomes at the outset of a program. Your evaluation plan should include a description of your project's objectives, your anticipated project outcomes, and how and when you intend to measure these outcomes (performance indicators). The more that outcomes are "smart" (specific, measurable, attainable, results-oriented, and placed in a reasonable time frame), the easier it will be to conduct the evaluation. You should also show how your project objectives link to the goals of the program described in this RFGP.

Your monitoring and evaluation plan should clearly distinguish between program *outputs* and *outcomes*. *Outputs* are products and services delivered, often stated as an amount. Output information is important to show the scope or size of project activities, but it

cannot substitute for information about progress towards outcomes or the results achieved. Examples of outputs include the number of people trained or the number of seminars conducted.

*Outcomes*, in contrast, represent specific results a project is intended to achieve and is usually measured as an extent of change. Findings on outputs and outcomes should both be reported, but the focus should be on outcomes.

We encourage you to assess the following four levels of outcomes, as they relate to the program goals set out in the RFGP (listed here in increasing order of importance):

1. Participant satisfaction with the program and exchange experience.

2. Participant learning, such as increased knowledge, aptitude, skills, and changed understanding and attitude. Learning includes both substantive (subject-specific) learning and mutual understanding.

3. Participant behavior, concrete actions to apply knowledge in work or community; greater participation and responsibility in civic organizations; interpretation and explanation of experiences and new knowledge gained; continued contacts between participants, community members, and others.

4. Institutional changes, such as increased collaboration and partnerships, policy reforms, new programming, and organizational improvements.

**Please note:** Consideration should be given to the appropriate timing of data collection for each level of outcome. For example, satisfaction is usually captured as a short-term outcome, whereas behavior and institutional changes are normally considered longer-term outcomes.

Overall, the quality of your monitoring and evaluation plan will be judged on how well it (1) specifies intended outcomes; (2) gives clear descriptions of how each outcome will be measured; (3) identifies when particular outcomes will be measured; and (4) provides a clear description of the data collection strategies for each outcome (i.e., surveys, interviews, or focus groups). (Please note that evaluation plans that deal only with the first level of outcomes [satisfaction] will be deemed less competitive under the present evaluation criteria.)

The cooperative agreement recipient will be required to provide reports analyzing their evaluation findings to the Bureau in their regular program reports. All data collected, including survey responses and contact information, must be maintained for a minimum of three years and provided to the Bureau upon request.

**IV.3.d.4. Describe your plans for staffing:** Please provide a staffing plan which outlines the responsibilities of each staff person and explains which staff member will be accountable for each program responsibility. The Office of English Programs requests that at least one member of the staff should be well versed in current methodology of teaching English as a foreign language preferably holding an advanced degree in Teaching English as a Foreign Language (TEFL), applied linguistics or a related field. In depth knowledge of best practices in the English language teaching (ELT) field is preferable. Wherever possible please streamline administrative processes.

**IV.3e. Please take the following information into consideration when preparing your budget:**

**IV.3e.1.** Applicants must submit a comprehensive budget for the entire program. The budget should not exceed \$300,000 for both the ELT Materials Development Project and \$200,000 for the English Language Educators Summer Institute program and administrative costs. There must be a summary budget as well as breakdowns reflecting both administrative and program budgets for host campus and foreign teacher involvement in the program. Applicants may provide separate sub-budgets for each program component, phase, location, or activity to provide clarification.

The summary and detailed administrative and program budgets should be accompanied by a narrative which provides a brief rationale for each line item including a methodology for estimating appropriate average maintenance allowance levels and tuition costs (as applicable) for the participants, and the number that can be accommodated at the levels proposed. The total administrative costs funded by the Bureau must be reasonable and appropriate.

**IV.3e.2.** Allowable costs for the program and additional budget guidance are outlined in detail in the POGI document.

Please refer to the Solicitation Package for complete budget guidelines and formatting instructions.

**IV.3f. Application Deadline and Methods of Submission:**

*Application Deadline Date:* May 13, 2008.

*Reference Number:* ECA/A/L-08-02.  
*Methods of Submission:*

*Applications may be submitted in one of two ways:*

(1) In hard-copy, via a nationally recognized overnight delivery service (i.e., DHL, Federal Express, UPS,

Airborne Express, or U.S. Postal Service Express Overnight Mail, etc.), or  
(2) Electronically through <http://www.grants.gov>.

Along with the Project Title, all applicants must enter the above Reference Number in Box 11 on the SF-424 contained in the mandatory Proposal Submission Instructions (PSI) of the solicitation document.

#### IV.3f.1 Submitting Printed Applications

Applications must be shipped no later than the above deadline. Delivery services used by applicants must have in-place, centralized shipping identification and tracking systems that may be accessed via the Internet and delivery people who are identifiable by commonly recognized uniforms and delivery vehicles. Proposals shipped on or before the above deadline but received at ECA more than seven days after the deadline will be ineligible for further consideration under this competition. Proposals shipped after the established deadlines are ineligible for consideration under this competition. ECA will *not* notify you upon receipt of application. It is each applicant's responsibility to ensure that each package is marked with a legible tracking number and to monitor/confirm delivery to ECA via the Internet. Delivery of proposal packages *may not* be made via local courier service or in person for this competition. Faxed documents will not be accepted at any time. Only proposals submitted as stated above will be considered.

**Important note:** When preparing your submission please make sure to include one extra copy of the completed SF-424 form and place it in an envelope addressed to "ECA/EX/PM".

The original and seven copies of the application should be sent to: U.S. Department of State, SA-44, Bureau of Educational and Cultural Affairs, Ref.: ECA/A/S/X-07-02, Program Management, ECA/EX/PM, Room 534, 301 4th Street, SW., Washington, DC 20547.

Applicants submitting hard-copy applications must also submit the "Executive Summary" and "Proposal Narrative" sections of the proposal in text (.txt) format on a PC-formatted disk. The Bureau will provide these files electronically to the appropriate Public Affairs Section(s) at the U.S. embassy(ies) for its(their) review.

#### IV.3f.2 Submitting Electronic Applications

Applicants have the option of submitting proposals electronically through Grants.gov (<http://www.grants.gov>).

[www.grants.gov](http://www.grants.gov)). Complete solicitation packages are available at Grants.gov in the "Find" portion of the system. Please follow the instructions available in the "Get Started" portion of the site (<http://www.grants.gov/GetStarted>).

Several of the steps in the Grants.gov registration process could take several weeks. Therefore, applicants should check with appropriate staff within their organizations immediately after reviewing this RFGP to confirm or determine their registration status with Grants.gov. Once registered, the amount of time it can take to upload an application will vary depending on a variety of factors including the size of the application and the speed of your Internet connection. Therefore, we strongly recommend that you not wait until the application deadline to begin the submission process through Grants.gov.

Direct all questions regarding Grants.gov registration and submission to:

Grants.gov Customer Support.

*Contact Center Phone:* 800-518-4726.

*Business Hours:* Monday-Friday, 7 a.m.-9 p.m. Eastern Time.

*E-mail:* [support@grants.gov](mailto:support@grants.gov).

Applicants have until midnight (12 a.m.), Washington, DC time of the closing date to ensure that their entire application has been uploaded to the Grants.gov site. There are no exceptions to the above deadline. Applications uploaded to the site after midnight of the application deadline date will be automatically rejected by the grants.gov system, and will be technically ineligible.

Applicants will receive a confirmation e-mail from grants.gov upon the successful submission of an application. ECA will *not* notify you upon receipt of electronic applications.

It is the responsibility of all applicants submitting proposals via the Grants.gov web portal to ensure that proposals have been received by Grants.gov in their entirety, and ECA bears no responsibility for data errors resulting from transmission or conversion processes.

IV.3g. Intergovernmental Review of Applications: Executive Order 12372 does not apply to this program.

### V. Application Review Information

#### V.1. Review Process

The Bureau will review all proposals for technical eligibility. Proposals will be deemed ineligible if they do not fully adhere to the guidelines stated herein and in the Solicitation Package. All eligible proposals will be reviewed by the program office, as well as the Public

Diplomacy section and Fulbright Commission overseas. Eligible proposals will be subject to compliance with Federal and Bureau regulations and guidelines and forwarded to Bureau grant panels for advisory review. Proposals may also be reviewed by the Office of the Legal Adviser or by other Department elements. Final funding decisions are at the discretion of the Department of State's Assistant Secretary for Educational and Cultural Affairs. Final technical authority for assistance awards (cooperative agreements) resides with the Bureau's 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. *Program Development and Management:* The proposal narrative should exhibit originality, substance, precision, and relevance to the Bureau's mission as well as the objectives of the ELT Materials Development Project and English Language Educators Summer Institute. It should include an effective, feasible plan and clearly demonstrate how the institution will meet the program's objectives.

2. *Multiplier effect/impact:* The proposed program should strengthen long-term mutual understanding, including maximum sharing of information and establishment of long-term institutional and individual linkages.

3. *Support of Diversity:* Proposals should demonstrate substantive support of the Bureau's policy on diversity. Achievable and relevant features should be cited in both program administration (selection of participants, program venue and program evaluation) and program content (orientation and wrap-up sessions, program meetings, resource materials and follow-up activities).

4. *Institutional Capacity and Record:* Proposals should demonstrate an institutional record of successful exchange programs, including responsible fiscal management and full compliance with all reporting requirements for past Bureau grants as determined by Bureau Grants Staff. The successful proposal will demonstrate the organization's experience in international educational exchange and intensive programs, and an understanding of international differences of culture, religion, and system of education. The Bureau will consider the past performance of prior recipients and the demonstrated potential of new applicants.

**5. Follow-on and Alumni Activities:** ECA's office of Alumni Affairs is the leading agency for alumni activities and as such, all suggested alumni activity for participants should dovetail with Alumni Affairs' initiatives. Proposals should provide a plan for continued follow-on activity ensuring that the English Language Educators Summer Institute is not an isolated event. Activities should include tracking and maintaining updated lists of all alumni. These lists should be available for the Office of Alumni Affairs.

**6. 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. A draft survey questionnaire or other technique plus description of a methodology to use to link outcomes to original project objectives is recommended.

**7. Cost-effectiveness and Cost Sharing:** 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. Proposals should maximize cost-sharing through other private sector support as well as institutional direct funding contributions.

## VI. Award Administration Information

**VI.1a. Award Notices:** Final awards cannot be made until funds have been appropriated by Congress, allocated and committed through internal Bureau procedures. Successful applicants will receive an Federal Assistance Award (FAA) from the Bureau's Grants Office. The FAA and the original cooperative agreement proposal with subsequent modifications (if applicable) shall be the only binding authorizing document between the recipient and the U.S. Government. The FAA will be signed by an authorized Grants Officer, and mailed to the recipient's responsible officer identified in the application.

Unsuccessful applicants will receive notification of the results of the application review from the ECA program office coordinating this competition.

### VI.2 Administrative and National Policy Requirements

Terms and Conditions for the Administration of ECA agreements include the following:

Office of Management and Budget  
Circular A-122, "Cost Principles for Nonprofit Organizations."

Office of Management and Budget  
Circular A-21, "Cost Principles for Educational Institutions."

OMB Circular A-87, "Cost Principles for State, Local and Indian Governments".

OMB Circular No. A-110 (Revised), Uniform Administrative Requirements for Grants and Agreements with Institutions of Higher Education, Hospitals, and other Nonprofit Organizations.

OMB Circular No. A-102, Uniform Administrative Requirements for Grants-in-Aid to State and Local Governments.

OMB Circular No. A-133, Audits of States, Local Government, and Non-profit Organizations

Please reference the following Web sites for additional information: <http://www.whitehouse.gov/omb/grants>. <http://exchanges.state.gov/education/grantsdiv/terms.htm#articleI>.

**VI.3. Reporting Requirements:** You must provide ECA with a hard copy original plus one copy of the following reports:

- (1) A final program and financial report no more than 90 days after the expiration of the award; and
- (2) Quarterly program and financial reports.

The recipient will be required to provide reports analyzing their evaluation findings to the Bureau in their regular program reports. (Please refer to IV. Application and Submission Instructions (IV.3.d.3) above for Program Monitoring and Evaluation information.

All data collected, including survey responses and contact information, must be maintained for a minimum of three years and provided to the Bureau upon request.

All reports must be sent to the ECA Grants Officer and ECA Program Officer listed in the final Federal Assistance Award.

## VII. Agency Contacts

For questions about this announcement, contact: Maria Snarski, Office of English Language Programs, ECA/A/L, Room 304, ECA/A/L-08-02, U.S. Department of State, SA-44, 301 4th Street, SW., Washington, DC 20547, telephone: 202-453-8841, fax 202-453-8858, [SnarskiME@state.gov](mailto:SnarskiME@state.gov).

All correspondence with the Bureau concerning this RFGP should reference the above title and number ECA/A/L-08-02. Please read the complete announcement before sending inquiries or submitting proposals. Once the RFGP deadline has passed, Bureau staff may not discuss this competition with applicants until the proposal review process has been completed.

## VIII. Other Information

*Notice:*

The terms and conditions published in this RFGP are binding and may not be modified by any Bureau representative. Explanatory information provided by the Bureau that contradicts published language will not be binding. Issuance of the RFGP does not constitute an award commitment on the part of the Government. The Bureau reserves the right to reduce, revise, or increase proposal budgets in accordance with the needs of the program and the availability of funds. Awards made will be subject to periodic reporting and evaluation requirements per section VI.3 above.

Dated: March 4, 2008.

**C. Miller Crouch,**

*Acting Assistant Secretary for Educational and Cultural Affairs, Bureau of Educational and Cultural Affairs, Department of State.*

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## DEPARTMENT OF STATE

**[Public Notice 6132]**

### Bureau of Educational and Cultural Affairs (ECA)

*Request for Grant Proposals: Teacher Exchange Program*

*Announcement Type:* New

*Cooperative Agreement*

*Funding Opportunity Number:* ECA/A-E-09-01

*Catalog of Federal Domestic Assistance Number:* 19.408

*Key Dates:*

*Application Deadline:* May 23, 2008.

*Executive Summary:* The Office of Global Educational Programs of the Bureau of Educational and Cultural Affairs (ECA), U.S. Department of State, announces an open competition for three assistance awards to administer components of the Office's Teacher Exchange Program in Fiscal Year 2009. Public and private non-profit organizations or consortia of eligible organizations meeting the provisions described in Internal Revenue Code section 501(c)(3) may submit proposals to cooperate with the Bureau in the administration of the teacher exchange programs as categorized below. To facilitate effective communication between ECA's Teacher Exchange Branch (ECA/A/S/X) and the organization(s) cooperating on these programs, applicant organizations should have offices and staffs located in Washington, DC at the time of application.

In recent years, the Bureau has expanded and diversified its programming for teachers consistent